

PINELLAS PARK WATER MANAGEMENT DISTRICT
6460 35TH STREET N.
PINELLAS PARK, FL 33781-6221
(727) 528-8022

November 16, 2017
Regular Authority Meeting #1
MINUTES

IN ATTENDANCE

Randal A. Roberts, Executive Director
Nicole Poot, LLW
Mitch Chiavaroli, McKim & Creed
Dave Cook, PPWMD
Lisa Atkinson, PPWMD
Jason Ressler, CDM Smith
Robert Wronski, Applied Science
Aaron Peterson, City of Pinellas Park
Michael Silcott, Resident
Carol Silcott, Resident

I. Chairman Charles Tingler called to order the Regular Authority Meeting #1 for November 16, 2017 at 5:30 P.M.

II. ROLL CALL

Mr. Taylor - Present
Mr. Farrell - Present
Mr. Tingler – Present

Randal A. Roberts, Executive Director, announced that members of the public will have an opportunity to make public comments on each agenda item during the time the agenda item is considered. Then at the end of the meeting if they have anything that is not on the agenda, they are welcome to speak.

III. AGENDA

Randal A. Roberts, Executive Director, stated there are no changes to the agenda.

IV. MINUTES

Mr. Farrell made a motion to approve the minutes of the Regular Authority Meeting #6 held on September 21, 2017. Second was made by Mr. Tingler.

No discussion. Roll Call:

Voting Aye: Mr. Taylor, Mr. Farrell and Mr. Tingler

MOTION APPROVED

Mr. Farrell made a motion to approve the minutes of the Final TRIM Hearing Meeting held on September 21, 2017. Second was made by Mr. Tingler.

No discussion. Roll Call:

Voting Aye: Mr. Taylor, Mr. Farrell and Mr. Tingler

MOTION APPROVED

V. ITEMS OF BUSINESS

A. NEW BUSINESS - None

B. PROJECTS

11-17-2015

CHANNEL 1AW – RENEWAL FROM 58TH STREET TO CH 1 (14-07)

Randal A. Roberts, Executive Director, stated the project is moving along very well. The contractor has constructed approximately 500 linear feet of the concrete bottom and approximately 400 linear feet of the north slope of the ditch.

03-21-15

CHANNEL 1AW – REPAIR AT SKYVIEW POOL (14-06)

Randal A. Roberts, Executive Director, stated that the project is moving along very well. The contractor has constructed approximately 250 linear feet of the concrete bottom; from the pedestrian bridge west to 55th Street. The City of Pinellas Park has delivered the material to replace the old culvert pipes connected to the channel. The contractor has removed the old culvert pipes and completed replacing the new pipe and two catch basin boxes.

01-19-2017

CHANNEL 1B5 – PANEL REPLACEMENT (17-01)

Randal A. Roberts, Executive Director, stated that Robert Wronski, Applied Sciences and myself met with Driggers Engineering on October 6, 2017 to determine access to the channel for geotechnical testing. On October 24, 2017, Robert Wronski and Nick Charnas with Applied Sciences and myself met with SWFWMD to discuss permitting requirements; SWFWMD indicated this project would be considered maintenance and would most likely not require an individual permit. Robert Wronski, Applied Sciences has contacted the US Army Corps of Engineers to discuss permitting requirements.

09-18-14

CHANNEL 1C – RENEWAL FROM 98TH AVE. TO CONFLUENCE OF CH 1 (10-08)

Randal A. Roberts, Executive Director, stated that Karen Lowe, CDM Smith, is still working with Dave Chase, City of Pinellas Park and Duke Energy to resolve the easement issue

01-15-2015

CHANNEL 4 - PANEL REPLACEMENT (10-19)

Randal A. Roberts, Executive Director, stated this project has been put on hold. Status is the same.

01-19-2017

CHANNEL 4 – CABLE MAT REPLACEMENT (16-01)

Randal A. Roberts, Executive Director, stated the projected start date for the cable mats has been moved to March of 2018.

01-21-2016

DISTRICT’S MODERNIZATION PROGRAM

Randal A. Roberts, Executive Director, stated the conversion of the accounting software should be completed before the end of the year.

11-16-2017

CHANNEL 1 – PANEL REPLACEMENT AT 66TH STREET (18-01)

Randal A. Roberts, Executive Director, stated that Robert Wronski, Applied Sciences and myself met with Driggers Engineering on October 6, 2017 to determine access to the channel for geotechnical testing and followed up with a meeting on October 20, 2017 with the Property Management Company for Townhomes of Palmbrooke to coordinate that access. On October 24, 2017, Robert Wronski and Nick Charnas with Applied Sciences and myself met with SWFWMD to discuss permitting requirements; SWFWMD indicated this project would be considered maintenance and would most likely not require an individual permit. Robert Wronski, Applied Sciences has contacted the US Army Corps of Engineers to discuss permitting requirements.

11-16-2017

CHANNEL 1A2 – REPAIR AT 49TH STREET (14-04)

Randal A. Roberts, Executive Director, stated that Robert Wronski, Applied Sciences and myself met with Driggers Engineering on October 6, 2017. On October 24, 2017, Robert Wronski and Nick Charnas with Applied Sciences and myself met with SWFWMD to discuss permitting requirements; SWFWMD indicated this project would be considered maintenance and would most likely not require an individual permit. Robert Wronski, Applied Sciences has contacted the US Army Corps of Engineers to discuss permitting requirements.

11-16-2017

PINELLAS COUNTY CONTRACT – RFP NO. 167-0385-P(LN) SURFACE WATER MAINTENANCE AGREEMENT

Randal A. Roberts, Executive Director, stated that this would replace Florida Natives as the District’s Contractor for channel maintenance. The District would be entering into an agreement with Crawford Maintenance Services, LLC of Largo, Florida under same terms and conditions as Pinellas County RFP No. 167-0385-P(LN) – Surface Water Maintenance Services for a term of 5 years. Within the contract it includes mechanical ditch cleaning, small ditch repairs, debris removal and other maintenance items. The contract and supporting documents have been reviewed by the District’s Attorney and copy of these documents are on file and available for review.

Mr. Farrell made a motion to authorize the Executive Director to enter into an agreement with Crawford Maintenance Services, LLC (CMS) under the Pinellas County RFP No. 167-0385-P(LN) – Surface Water Maintenance Agreement second was made by Mr. Tingler.

No discussion. Roll Call:

Voting Aye: Mr. Taylor, Mr. Farrell and Mr. Tingler
MOTION APPROVED

C. ADMINISTRATION

FINANCE

a) Financial Statement – October 2017

Mr. Farrell made a motion to accept the Financial Statement for October 2017 as presented and on file in the District Office. Second was made by Mr. Tingler.

No discussion. Roll Call:

Voting Aye: Mr. Taylor, Mr. Farrell and Mr. Tingler
MOTION APPROVED

b) Investment Summary – November 2017

Mr. Farrell made a motion to accept the Investment Summary for November 2017 as presented and on file in the District Office. Second was made by Mr. Tingler.

No discussion. Roll Call:

Voting Aye: Mr. Taylor, Mr. Farrell and Mr. Tingler
MOTION APPROVED

EXECUTIVE DIRECTOR COMMENTS

1. Accounting Software - Randal A. Roberts, Executive Director, stated the conversion of the accounting software should be completed before the end of the year.
2. Hurricane Irma - Randal A. Roberts, Executive Director, stated that all the work has been completed and the District has applied for FEMA Reimbursement for cost associated with Hurricane Irma which is between \$40,000 and 45,000. Randal A. Roberts, Executive Director, wanted to thank Jason Ressler, CDM Smith and David Cook for their assistance in this process.
3. Employee Restructuring – Lisa has accepted a new position and will be working part time doing all the accounting and payroll duties; Cheryl has taken over some of the other daily duties for Lisa. Lisa will be assisting with the upcoming audit.
4. Commissioner John Morroni’s annual appreciation dinner is at 6:00 PM on Saturday, February 17, 2018. Please let me know if any of the Board Members would like to attend; there are 10 seats available. Proceeds will benefit Moffitt Cancer Center.
5. PAL 5th Annual Benefit Breakfast - Randal A. Roberts, Executive Director, stated that two folks from each CDM Smith and Applied Sciences and himself will be attending the event tomorrow, November 17, 2017.
6. Randal A. Roberts, Executive Director, stated the District will be receiving \$1,184.74 from the Florida League of Cities thru their Safety Grant Program.
7. Randal A. Roberts, Executive Director, stated that all the maintenance staff attended a safety seminar offered by the Florida League of Cities on work safety with chemicals, personal protective equipment and basic MOT.

LEGAL COUNCIL COMMENTS

1. Cell phone towers going in public easements. Nicole Poot, of Lewis, Longman and Walker LLC, representing Jennifer Cowan, stated that Jennifer had looked into the issue. In the last Legislative session, the Legislature passed House Bill 687, which amended section 337.401 of the Florida Statutes regarding the use of right of ways for utilities subject to certain regulations. This law deals with the placement of utilities, including wireless facilities, within the right of way of publicly owned roadways or rail corridors. As we understand it, the District doesn't have any right of ways, as they don't maintain any publicly owned roadways or rail corridors; so the legislation should not have an effect on the District. The District only has easements, and this legislation doesn't regulate any easements. Randal A. Roberts, Executive Director, stated the District does own some rights-of-way according to Pinellas County record. Aaron Petersen, City of Pinellas Park stated the City just passed an Ordinance related to issue and the cell phone towers would have to be permitted; Mr. Petersen stated that he would request any cell phone towers within PPWMD easements/right-of-ways to have PPWMD's approval during the permit review process.

D. MISCELLANEOUS

- A. Annual & Bi-Monthly Rainfall/Maintenance Report is in your packets.

The next Regular Authority Meeting #2 is scheduled for Thursday, January 18, 2018 at 5:30 p.m.

Randal A. Roberts, Executive Director, stated he will be on vacation and out of town from December 22, 2017 thru January 2, 2018.

VI. PUBLIC COMMENTS

Mr. Silcott stated that Channel #5 looks very nice.

VII. BOARD MEMBER COMMENTS

VIII. ADJOURNMENT

There was no further business to come before the Board and Mr. Farrell moved we adjourn Pinellas Park Water Management District Board Meeting # 1. Second was made by Mr. Tingler.

Meeting was adjourned at 6:02 pm

THIS DOCUMENT IS CERTIFIED AS APPROVED ON _____

ATTEST: _____

DATE: _____

Signed: _____

Chairman

Vice Chairman