

**CITY OF LABELLE
SPECIAL MEETING/WORKSHOP
MARCH 10, 2022**

Mayor Wilkins called the Special Meeting/Workshop meeting to order at 4:06 p.m. A roll call was taken. Members present were Commissioner Bobbie Spratt, Mayor Julie Wilkins, Commissioner Jackie Ratica, and Commissioner Daniel Akin. Mayor Wilkins noted that there was still one unappointed commissioner.

UTILITES

The first item on the agenda was an update on utility projects. Glenn Burden, with Woodard and Curran, as well as Laura Constantino, with Four Waters Engineering approached the podium to give the Commission updates on the upcoming and ongoing projects.

Mr. Burden discussed the water meter replacement program. He stated that there was no need to replace the current meters, and that the existing meters would just need to be upgraded. He then suggested that it would be beneficial to provide staff with additional training for the updated software.

Commissioner Spratt asked where the funds for the upgrade would come from. Finance Director, Ron Zimmerly stated that the City would have to incur the cost and he believed it would be covered with the funds from the CARES ACT. More discussion was had on how to fund the upgrade.

Mr. Burden then gave an update on sanitary sewer overflows due to equipment malfunction and age. He stated that he and City staff had met with Florida Department of Environmental Protection agency and that a list of necessary improvements was being provided to them.

Mrs. Constantino addressed the Commission and discussed the age of the assets within the water and sewer systems. The need to expedited the Sewer Master Plan was noted, and she gave a brief description of the purpose for the Sewer Master Plan. She reviewed data in reference to the capacity of the wastewater treatment plant. She then gave an update on the septic to sewer project, specifically Zones A and J. Discussion was had on the ownership of a piece of land that was desired to be utilized for a pump station on location. She stated that Zone B was waiting on borings to be done.

Leonard Enriquez, a volunteer with LaBelle Downtown Revitalization Corporation, asked Mrs. Constantino for clarification on amounts provided in the hand out relating to the capacity of the current system. Discussion was had on future developments, and the information Laura based her analysis on.

More discussion was had on the need for a Sewer Master Plan to build a larger wastewater treatment plant in order to accommodate the projected development.

Mayor Wilkins asked Mrs. Constantino to clarify the purpose of the rate study mentioned. Mrs. Constantino stated it would help decide how the projects were to be funded.

Glenn Burden, again addressed the Commission to explain the need for a headworks at the wastewater treatment plant. He stated that fabricating a headworks to be utilized until the new plant could be built would be the most cost effective. He then discussed the repurposing the largest of the two digester tanks as a surge tank in the future for the current plant.

Attorney Derek Rooney asked Mr. Burden to explain how stormwater effects surge attenuation. Mr. Burden then gave an explanation on that matter.

Mr. Burden moved on to his next point of discussion which was the need for the renewal and replacement activity of lift stations within the City. He also discussed maintenance of the 220 acres disposal site, and the cost of maintaining the property.

Mayor Wilkins asked for the meaning of scarify. Mr. Burden then explained the process, and the purpose for the process.

Commissioner Spratt asked where the funds for the discussed updates of the plant would come from. Ron Zimmerly, stated that it was part of the money in the appropriations budget that needed approval by the Governor, and that was in this year's budget.

Mr. Burden then discussed the need for the membranes at the plant to be cleaned. There was discussion on the process and the cost of having them cleaned. Mr. Burden extended an invitation to the Commission to visit the wastewater treatment plant.

Mr. Burden informed the Commission on the construction of Contractor Meters by Troy Kepley, of Woodard and Curran, and April Aguilar, the Utility Billing Supervisor. He stated that they would contain back flow preventors. April Aguilar explained how the contractors would be charged a fee for the use of the temporary meters. Discussion continued on the charging of fees for the meters.

Mr. Burden stated that Woodard and Curran had invested a portion of the transition money budget on ordering ground penetrating radar to aid in the locating of pipes in the ground, as well as a 3-inch mobile pump for emergency situations when bypassing would be needed. He stated that on order, was also a line locator and tracer which was funded by the City.

Mr. Burden then gave an overview of the bullet points requested by Mayor Wilkins, in lieu of the monthly report.

Mr. Enriquez asked for the time horizon for the Sewer Master Plan. Mrs. Constantino stated the report would encompass estimates of the next 20 years. The terms that are used for reclaimed water were discussed. Discussion continued with scarification, followed by discussion on sludge.

Mr. Burden noted they were under budget to date, and gave a brief overview of the budget.

Mrs. Constantino then gave a very brief overview of ongoing and upcoming projects.

MAINTENANCE

Mayor Wilkins recognized Shelly Varner, Supervisor of Public Works. Ms. Varner then gave several Power Point presentations to show the state of the equipment inventory in the maintenance department.

Her first presented set of images were items that were not able to be used and could be declared surplus and auctioned off.

Her second set of images were items that were in use, but needed repairs. She gave brief descriptions of each item and its current state. There were brief discussions on repairing or replacing several of the items.

The last set of images in her presentation were of the maintenance breakroom, and office in the City Shop. She described the desired updates and renovations for those areas.

Clarification was given on which items would be considered surplus to go to auction.

Commissioner Ratica motioned to declare the items in the first set of images surplus.

Commissioner Spratt seconded the motion.

The motion carried. 4-0

Discussion continued on items that needed repairs.

Commissioner Spratt asked why regular maintenance was not done to the equipment in question. Discussion was had on how and why the equipment in question was in its current state. She also asked about perhaps storing the equipment under a covered barn.

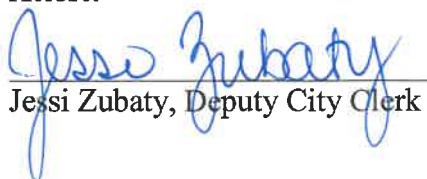
Discussion was had the cost and funding of replacing and repairing the equipment. Ms. Varner stated that the auction company would transport the equipment to be auctioned off and the City would receive the funds from the selling of the equipment. More discussion was had how to fund the repairs and replacements. The Commission requested that Ms. Varner look into leasing and pricing for the repairs and replacement of the most needed items and present those when ready. Mayor Wilkins mentioned providing proper training in the future for employees to run and maintain equipment.

The meeting was adjourned at 5:43

APPROVED:


Julie C. Wilkins
Mayor-Commissioner

Attest:


Jessi Zubaty, Deputy City Clerk