

North Florida Water Utilities Authority

September 4th 2024 9:30 AM

The North Florida Water Utilities Authority (NFWUA) met a scheduled meeting in Live Oak, FL at the Suwannee County Judicial Annex. The meeting was called to order with invocation followed by the Pledge of Allegiance to the Flag of the United States of America.

Board Attendance:

Chairman, Commissioner Rocky Ford

Vice-Chairman, Commissioner Franklin White (Running Late Due to Hurricane)

Board Member, Commissioner Ron White

Board Member, Commissioner Leo Mobley

Board Member, Commissioner Ron Williams

Others in Attendance: Others in Attendance:

David Kraus, Columbia County Manager

Consultant, NFPS Dale Williams

Shannon Roberts, Suwannee County Administrator

Grady Williams, NFWUA Attorney

Greg Scott, Suwannee County Manager

Staz Guntek, Project Manager

Deputy Clerk, Amber Taylor

Due to extenuating circumstances from Hurricane Debbie, Commissioner White and Commissioner Williams joined the meeting late. Discussion took place, until Quorum was met and the meeting was called to order at 9:45 AM.

Additions and Deletions:

Deletions:

None

Addition:

Physical location and office space for North Florida Water Utilities Authority.

New Business:

Attorney, Williams advised of request for adoption, of resolution related to North Florida Water Utilities Authority, joining with insurance carriers.

Motion by Commissioner Franklin White to approve the Agenda as presented. **Seconded** by Commissioner Mobley. Motion carried unanimously.

Motion to approve the minutes from previous meeting by Commissioner White. **Seconded** by Commissioner Mobley. Motion carried unanimously.

Motion by Commissioner White to approve Budget Resolution No. 2024-002 for year 2023-24 (Partial Year) Budget. **Seconded** by Commissioner Ford. Motion carried unanimously.

Motion by Commissioner Williams to approve Budget Resolution No. 2024-003 for year 2024-25 Budget. **Seconded** by Commissioner White. Motion carried unanimously.

Commissioner White posed question pertaining to revenue. Dale Williams offered clarification.

Presentation to Board:

Mike Waters, Executive Director for Suwannee Valley Electric

Mr. Waters was unable to attend meeting, due to storm.

Ben Scott, BOCC Finance Director and

James Swisher, Jr Columbia Clerk of Court & County Comptroller

Mr. Swisher gave presentation and answered questions pertaining to the administration of the Executive Directors pay and benefit package.

Lengthy discussion ensued.

Mr. Scott gave clarification pertaining to the Florida Retirement options for the Executive Director Position for the North Florida Water Utilities Authority.

Mr. Swisher did request that until Executive Director position is filled, an individual need be appointed with signing authority on invoices.

Motion to “*allow the chair to sign off on any invoices for approval*” by Commissioner White. **Seconded** by Commissioner Mobley. Motion carried unanimously.

Nathan Thornton, MiniCreative, Inc. / The NET Group

Mr. Thornton gave presentation for final approval for the North Florida Water Utilities Authority website design. The website is complete and ready for operation.

Mr. Thornton answered questions from the board.

Mr. Dale Williams requested Mr. Thornton have a sample of the Website to present for review at the September meeting.

NFWUA logo was presented by Mr. Tom Ottum, for approval by the board.

Motion to approve NFWUA Website Design by MuniCreative, Inc. and to approve NFWUA Logo as presented by Commissioner Williams. **Seconded** by Commissioner White. Motion carried unanimously.

Discussion & Action Items:

5th Board Member for NFWUA

In an effort to fill North Florida Water Utilities Authorities 5th Board member position, applications are being accepted. Chairman Ford, suggested the board have the applicants give in person presentations during next meeting.

Motion to establish a 5:00 PM today, cutoff for entry of consideration, for the 5th NFWUA Board member position, by Commissioner Williams. **Seconded** by Commissioner White. Motion carried unanimously.

Private Attorney Contract

Approval of Private Contract Services Agreement, with Grady H. Williams, Jr. to serve as the NFWUA Attorney.

Lengthy discussion took place.

The decision was made to postpone approval of contract, permitting Suwannee County Attorney to review the contact.

Utility Rate Study

Staz Guntek and Grady Williams presented the Board with purchasing policy suggestions for NFWUA. Mr. Williams suggested modeling NFWUA purchasing policy after several suggested examples.

The earlier decision to postpone approval of the Private Contract Services Agreement, with Attorney Grady Williams was amended.

Motion by Commissioner Ford to approve the Private Attorney Contract Services Agreement with Grady H. Williams, Jr. **Seconded** by Commissioner Mobley. Motion carried unanimous.

NFWUA Review and Ranking Committee

This committee will evaluate and score applicants for the NFWUA Executive Director position.

Lengthy discussion pursued.

Motion by Commissioner Ford to establish deadline for submission of application for the position of NFWUA Executive Director position, as October 18th 2024. **Seconded** by Commissioner White. Motion carried unanimously.

NFWUA Meeting Calendar Schedule

Motion by Commissioner Mobley to approve annual NFWUA meeting schedule. **Seconded** by Commissioner White. Motion carried unanimously.

Discussion took place pertaining to office space for the NFWUA Executive Director position and other office space for the NFWUA.

Motion to approve temporary use of office space in old Lake City Reporter building for the NFWUA Executive Director position by Commissioner Ford. **Seconded** by Commissioner White. Motion carried unanimously.

Lengthy discussion pertaining to projected budget took place.

Motion to "request each county to provide \$150,000 into their budget for the award of utility for the next year" by Commissioner Ford. **Seconded** by Commissioner White. Motion carried unanimously.

Public Comment:

None

Board Comments:

Mr. Kraus will get with attorney regarding meeting schedule.

Commissioner Williams will be requesting a joint workshop with Suwannee County at the BOCC meeting.

Next Meeting

The next NFWUA Board meeting will be held October 2nd at 9:30 AM in Live Oak, FL at the Judicial Annex.

Rocky D Ford

Rocky Ford, Chairman

ATTEST:

James M. Swisher, Jr.

James M. Swisher, Jr.
Clerk of Circuit Court