OKEECHOBEE UTILITY AUTHORITY
MEETING MINUTES
Tuesday, June 16, 2026 8:00 A.M.
Okeechobee Utility Authority
100 SW 5th Avenue
Okeechobee, Florida

Chairperson Gilliland called the meeting to order at 8:00 A.M.

Chairperson Gilliland led all participating attendees and visitors in the Pledge of Allegiance.

Chairperson Gilliland addressed Agenda Item No. 1 and determined the voting members. The following Okeechobee Utility Authority Board Members were present:

Board Members:	**Alternates:**	**Absent:**
John Gilliland*	Melanie Anderson	Steve Hargraves
Harry Moldenhauer*	Jamie Gamiotea	Tabitha Trent
Steven Nelson*	Glenn Sneider**	

*Voting Board Members
**Voting in Tabitha Trent's absence

OUA Members:

John Hayford	Lauriston Hamilton	Steve Conteaguero
Greg Kennedy	Jamie Mullis	Michelle Willoughby

Chairperson Gilliland addressed Agenda Item No. 2 'Agenda Additions and Deletions' There were none.

Chairperson Gilliland addressed Agenda Item No. 3 'Consent Agenda' Motion by Steven Nelson to accept the Consent Agenda as presented:

Consent Agenda Item No. 4	**'Invoice from Kimley-Horn and Associates, Inc. Treasure Island Septic to Sewer Project in the amount of $25,3561.40'**
Consent Agenda Item No. 5	**'Invoice from Holtz Consulting Engineers, Inc. - State Road 78 Water Main Improvements the amount of $3,195.00'**
Consent Agenda Item No. 6	**'Invoice from Holtz Consulting Engineers, Inc. - Mallard Landing Gravity Sewer Expansion in the amount of $1,190.00'**
Consent Agenda Item No. 7	**'Invoice from Holtz Consulting Engineers, Inc. – State Road 78 Water Main Phase III in the amount of $8,931.00'**
Consent Agenda Item No. 8	**'Invoice grom Holtz Consulting Engineers, Inc. – SR 78 Water Main Improvements Phase III – Booster Pump Station in the amount of $11,526.75'**
Consent Agenda Item No. 9	**'Invoice from B & B Site Development, Inc. – SR 78W Water Main Improvements, Phase II in the amount of $41,220.85'**
Consent Agenda Item No. 10	**'Invoice from Anderson Andre Consulting Engineers, Inc. – SWSA Project 2 Vacuum Collection System in the amount of $3,827.50'**

Consent Agenda Item No. 11	**'Invoice from Hinterland Group, Inc. – SWSA Project 2 Vacuum Collection System in the amount of $251,403.25'**
Consent Agenda Item No. 12	**'Invoice from CHA Solutions – Vacuum Station #2 Generator Replacement in the amount of $850.50'**
Consent Agenda Item No. 13	**'Invoice from CHA Solutions – SWTP Ozone System Upgrade in the amount of $14,460.00'**
Consent Agenda Item No. 14	**'Invoice from Go Underground Utilities, LLC – Pine Ridge Park Expansion Project in the amount of $210,900.00'**
Consent Agenda Item No. 15	**'Invoice from PRP Construction, LLC – Mallard Landing Gravity Sewer Expansion in the amount of $75,019.50'**
Consent Agenda Item No. 16	**'Invoice from Sumner Engineering & Consulting, Inc. – NW 15 Rehabilitation in the amount of $4,535.74'**
Consent Agenda Item No. 17	**'Invoice from Sumner Engineering & Consulting, Inc. – NW 15 FDACS Grant in the amount of $2,750.00'**
Consent Agenda Item No. 18	**'Invoice from Sumner Engineering & Consulting, Inc. – SW 5th Avenue LPSS Design & Permitting in the amount of $5,340.57'**
Consent Agenda Item No. 19	**'Invoice from Sumner Engineering & Consulting, Inc. – SWSA Septic to Sewer Connections Phase III Lots (Groups D, E and F) in the amount of $250.00'**
Consent Agenda Item No. 20	**'Invoice from Sumner Engineering & Consulting, Inc. – SWSA Septic to Sewer Connections Phase III Lots (Groups G, H, and I) in the amount of $37,725.00'**
Consent Agenda Item No. 21	**'Invoice from Nason Yeager Harris & Fumero, P.A. – Legal Services in the amount of $8,909.00'**
Consent Agenda Item No. 22	**'Invoice form Conely and Conely, P.A. – Legal Services in the amount of $3,118.75'**
Consent Agenda Item No. 23	**'Invoice from Thorn Run Partners in the amount of $3,500'**
Consent Agenda Item No. 24	**'Invoice from MacVicar in the amount of $250.00'**
Consent Agenda Item No. 25	**'Surplus Vehicle'**
Consent Agenda Item No. 26	**'Operations Director Monthly Report'**

Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried.

Chairperson Gilliland addressed Agenda Item No. 27 'Meeting Minutes from May 19, 2026" Motion by Harry Moldenhauer to approve the meeting minutes from May 19, 2026 as presented. Second by Steven Nelson. Vote unanimous (4-0), motion carried.

Chairperson Gilliland addressed Agenda Item No. 28 'Public Comments' There were none.

Chairperson Gilliland addressed Agenda Item No. 29 'Finance Report' Finance Director Hamilton reviewed the Finance Report for period ending May 31, 2026. **Motion by Harry Moldenhauer to approve the Finance Report as presented. Second by Steven Nelson. Vote unanimous (4-0), motion carried.**

Chairperson Gilliland advised that Agenda Item No. 31 and Agenda Item No. 32 would be moved up after Agenda Item 29. As Terry Morton was out of state attending via conference call.

Chairperson Gilliland addressed Agenda Item No. 31 'Presentation of FY25 Financial Statements Audit Report, Governance Letter and Annual Financial Report' Finance Director Hamilton introduced Mr. Terry Morton of Nowlen, Holt & Miner, P.A. Mr. Morton presented the FY25 Financial Statement Audit Report and the FY25 Annual Financial Report to the Board. Mr. Morton advised that it was a clean audit and there was no non-compliance. **Motion by Harry Moldenhauer to accept and**

approve the FY25 Audited Financial Statements as presented. Second by Steven Nelson. Vote unanimous (4-0). Motion carried.

Chairperson Gilliland addressed Agenda Item No. 32 'Audited Contractual Service' Finance Director Hamilton discussed that the Board decided last year to extend the audit contract with Nowlen, Holt & Miner, P.A. Executive Director Hayford discussed that the board may either extend the contractual arrangement with the present Auditor or solicit responses from professional providers of audit services. There was a brief discussion. **Motion by Glenn Sneider to approve a one-year extension to the audit contract with Nowlen, Holt & Miner, P.A. Second by Steven Nelson. Vote unanimous (4.0), motion carried.**

Chairperson Gilliland addressed Agenda Item No. 30 'FY27 Preliminary Budget Review' Finance Director Hamilton presented a review of the amendments to the FY27 Preliminary Budget. This item is for informational purposes only.

Chairperson Gilliland addressed Agenda Item No. 33 'UTV Purchase' Executive Director Hayford discussed that in the FY26 budget there was a purchase of a golf cart for the WWTP Department. Staff reached out to several vendors for pricing for a utility vehicle. Executive Director Hayford reviewed the responses received. Operations Director Mullis discussed that the lowest bidder was out of Georgia and did not have the vehicle in stock and it would have to be sourced. It was discussed that Gilbert Outdoors had an acceptable unit in stock, however the price was $230.00 higher that the lowest bidder. There was a brief discussion. **Motion by Steven Nelson to approve the purchase of an EZ-GO Hauler 800X from Gilbert Outdoors in the amount of $9,855.50. Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried,**

Chairperson Gilliland addressed Agenda Item No. 34 'Project 2 – Septic to Sewer Connection (Groups J, T, and U)' Executive Director Hayford discussed that on June 4th, bids were received and opened for three (J, T, and U) groups within VPS #5. Executive Director Hayford discussed that three bids were received for each group. Executive Director discussed the grant coverage for each of the groups. There was a brief discussion. **Motion by Glenn Sneider to accept Meeks Plumbing Inc as the low bidder for VPS #5 Group J (fourteen connections) for the sum of $69,767.10 and to issue a Notice of Award. Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried.**

Motion by Glenn Sneider to accept Meeks Plumbing Inc as the low bidder for VPS #5 Group T (nineteen connections) for the sum of $74,318.10 and to issue a Notice of Award. Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried.

Motion by Glenn Sneider to accept Meeks Plumbing Inc as the low bidder for VPS #5 Group U (twelve connections) for the sum of $63,682.60 and to issue a Notice of Award. Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried.

Motion by Glenn Sneider to approve staff to issue the appropriate paperwork to Meeks Plumbing Inc. once they have submitted all necessary documents. Second by Harry Moldenahuer. Vote unanimous (4-0), motion carried.

Chairperson Gilliland addressed Agenda Item No. 35 'Project 2 – Septic to Sewer Connection (Groups Z and AA)' Executive Director Hayford discussed that on June 11th, bids were received and opened for two (Z, and AA) groups within VPS #5. Executive Director Hayford discussed that three bids were received for each group. Executive Director reviewed the grant coverage for each of the groups. There was a brief discussion. **Motion by Glenn Sneider to accept Fehl Safe Water Systems as the low bidder for VPS #5 Group Z (thirty connections) for the sum of $108,867.90 and to issue a Notice of Award. Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried.**

Motion by Glenn Sneider to accept Fehl Safe Water Systems as the low bidder for VPS #5 Group AA (twenty-four connections) for the sum of $93,543.08 and to issue a Notice of Award. Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried.

Motion by Glenn Sneider to approve staff to issue the appropriate paperwork to Fehl Safe Water Systems once they have submitted all necessary documents. Second by Harry Moldenahuer. Vote unanimous (4-0), motion carried.

Chairperson Gilliland addressed Agenda Item No. 36 'Pine Ridge Park Water Main Improvements' Executive Director Hayford discussed that the installation of the water main on NE 6th Ct and NE 8th Street is scheduled for later this week. Executive Director Hayford discussed that OUA staff will be completing this installation and permitting has been completed. Executive Director Hayford discussed that the staff is requesting permission to purchase the materials and install the water main. Once the installation of the water main and wastewater system is complete, customers can begin to connect to the systems. It was discussed that once construction is complete staff will send letters to the property owners indicating the system is available for connection and they will have 365 days to connect. There was a brief discussion. Board member Moldenhauer asks staff if there would be any grant monies left over from the SWSA Project to assist these customers with the connection. Executive Director Hayford discussed that staff would not know until all projects have been bid, however it looks like there would be some funds remaining. **Motion by Steven Nelson to approve for staff to move forward with the water main work on NE 8th Street and NE 6th Court. Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried.**

Chairperson Gilliland addressed Agenda Item No. 37 'Basswood Water Main Improvements' Executive Director Hayford discussed that the OUA was contacted by three residents in the Basswood area that are requesting water service. Executive Director Hayford discussed that if the board approves these projects it was recommended to allow staff to install 6-inch water mains in order to provide both service and fire protection further down the road. It was discussed that installation of the 6-inch water main would add an estimated $5,000 to the overall project cost. There was a brief discussion. **Motion by Steven Nelson to approve the construction of the two 6-inch water mains serving 3534 NW 19th Avenue and 3671 NW 21st Avenue and the 2-inch water main for 3896 NW 26th Avenue extending this main to northern end of the road. Second by Harry Moldenhauer. Vote unanimous (4-0), motion carried.**

Chairperson Gilliland addressed Agenda Item No. 38 'FDOT Taking of GWTP Property' Executive Director Hayford discussed that staff received from the FDOT a "taking" package of documents that would impact the Groundwater Treatment Plant property. The Statement of Offer was included in the amount of $31,000.00. **There was a brief discussion. Motion by Glenn Senider approve the acknowledgement of the receipt of the Statement of Offer at $31,000 as conditioned by the OUA. Second by Steven Nelson. Vote unanimous (4-0), motion carried.**

Chairperson Gilliland addressed Agenda Item No. 39 'Payment Plan' Executive Director Hayford discussed that at the last regular Board Meeting, there was a discussion concerning adding a construction payment plan to the existing payment plan structure. The current payment plan existed to assist OUA customers in paying for an unexpected high bill or to pay for connection charges due to a new connection. Executive Director Hayford reviewed the proposed changes to the Operating Resolutions. There was a brief discussion and the board directed staff to amend the resolution to remove payment plans for new construction. Executive Director Hayford discussed that a Public Hearing would need to be advertised and that the resolution would be presented for consideration at the next meeting.

Chairperson Gilliland addressed Agenda Item No. 40 'Attorney' Attorney Conteaguero reviewed the Contract for Employment for the Executive Director position. There was a brief discussion and amendments were suggested. Attorney Conteaguero advised that the amended contract would be brought back for final approval at the July 21st Board Meeting with a tentative date of August 1st.

Attorney Conteaguero discussed that the fire station agreement is scheduled to go to the County for final approval.

Attorney Conteaguero discussed that a Settlement Agreement for the Kyle Upham civil case will be ready for final review and submission to the customer.

Chairperson Gilliland inquired as to the expiration of the contract with Attorney Conley. Executive Director Hayford discussed that this expenditure is not in next years budget and the contract will end shortly.

Chairperson Gilliland addressed Agenda Item No. 41 'Executive Director' Executive Director Hayford gave an update on current projects and discussed that the OUA local bill giving the State-owned Cemetery Road WWTF property to the OUA has been approved. Executive Director Hayford discussed that staff would like to apply for an SRF loan for the SW 5th Avenue project which is due June 29th. A requirement of the application is to have a Public Hearing prior to the application deadline. Staff would like to schedule the Public Hearing on June 26th at 11:00am. Executive Director Hayford will be contacting the board members that were absent today to inform them of the hearing.

Chairperson Gilliland addressed Agenda Item No. 42 'Items from the Board' There were none.

There being no other business, meeting adjourned at 10:40 A.M.

PLEASE TAKE NOTICE AND BE ADVISED that if a person decided to appeal any decision made by the Okeechobee Utility Authority with respect to any matter considered at this meeting, he/she may need to ensure that verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. A video recording of this meeting is on file in the Executive Director's office.

Chairperson

Executive Director (Secretary)