

**VERO BEACH UTILITIES COMMISSION MEETING**  
**TUESDAY, JANUARY 12, 2021 – 9:30 A.M.**  
**CITY HALL, COUNCIL CHAMBERS, VERO BEACH, FLORIDA**

**A G E N D A**

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**
  - A) December 8, 2020**
- 3. PUBLIC COMMENT**
- 4. NEW BUSINESS**
- 5. OLD BUSINESS**
- 6. CHAIRMAN'S MATTERS**
- 7. MEMBER'S MATTERS**
  - A) Modeling Septic System Nutrient Impact on the Indian River Lagoon - Requested by Mrs. Judy Orcutt**
  - B) Follow-up on \$1.5 Million Grant and any other Pending Grants that can Affect the City's Efforts to Improve Lagoon Quality – Requested by Mr. John Cotugno**
  - C) Update on the State's Unfunded Mandates Regarding Lagoon Water Quality – Requested by Mr. John Cotugno**
  - D) Follow-up on the Progress of the New Wastewater Treatment Plant Design and Funding - Discussion of a Possible Timeline with Milestones going Forward – Requested by Mr. John Cotugno**
- 8. ADJOURNMENT**

This is a Public Meeting. Should any interested party seek to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings and that, for such purpose he may need to ensure that a record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Anyone who needs a special accommodation for this meeting may contact the City's Americans with Disabilities Act (ADA) Coordinator at 978-4920 at least 48 hours in advance of the meeting.

**VERO BEACH UTILITIES COMMISSION MINUTES  
TUESDAY, DECEMBER 8, 2020 - 9:30 A.M.  
CITY HALL, COUNCIL CHAMBERS, VERO BEACH, FLORIDA**

**PRESENT:** Chairman, Jane Burton; Members: John Cotugno, Mark Mucher, John Sanders and Indian River Shores Representative, John McCord **Also Present:** City Attorney, John Turner and Deputy City Clerk, Sherri Philo

**Unexcused Absence:** Judy Orcutt

**1. CALL TO ORDER**

The Chairman called today's meeting to order at 9:30 a.m., and the Deputy City Clerk performed the roll call.

At this time, the Commission members introduced themselves and gave a brief background on their experience.

**2. ELECTION OF OFFICERS**

**A) Chairman**

Mr. John Turner, City Attorney, called for nominations for Chairman of the Utilities Commission.

**Mr. Mucher nominated Mrs. Jane Burton for Chairman of the Utilities Commission.**

**There were no other nominations.**

**Mrs. Burton was unanimously appointed Chairman of the Utilities Commission.**

**B) Vice Chairman**

**Mr. Mucher nominated Mr. John Cotugno for Vice Chairman of the Utilities Commission.**

**There were no other nominations.**

**Mr. Cotugno was unanimously appointed Vice Chairman of the Utilities Commission.**

**3. APPROVAL OF MINUTES**

**A) October 13, 2020**

**Mr. Mucher made a motion to approve the minutes of the October 13, 2020 Utilities Commission meeting. Mr. McCord seconded the motion and it passed unanimously.**

**B) November 10, 2020**

Mr. Mucher reported that he spoke with the Deputy City Clerk and the City Attorney this morning regarding his unexcused absence of the November 10, 2020, Utilities Commission meeting and they agreed that he should be given an excused absence.

**Mr. McCord made a motion to approve the minutes of the November 10, 2020 Utilities Commission meeting. Mr. Cotugno seconded the motion and it passed unanimously.**

**4. PUBLIC COMMENT**

None

**5. NEW BUSINESS**

None

**6. OLD BUSINESS**

None

**7. CHAIRMAN'S MATTERS**

**A) Annual Report**

\*Please note that this item was heard after item 8-B) on today's agenda.

Mr. Mucher referred to the first paragraph of the report, which has to do with the Commission's responsibilities. He said it mentions in their responsibilities, economic operations, finances, etc. He said in the past they held joint meetings with the Finance Commission and he felt if there were plans for stormwater, etc., that they should have a joint meeting with the Finance Commission.

Mrs. Burton agreed.

**Mrs. Burton made a motion to accept the Annual Report as presented with the incorporation of the items discussed during today's meeting. Mr. Sanders seconded the motion and it passed unanimously.**

Mrs. Burton asked the Commission members if they want to continue meeting on the second Tuesday of each month at 9:30 a.m.

The commission members agreed to continue holding their meetings on the second Tuesday of each month at 9:30 a.m.

Mr. Mucher said when a meeting is cancelled, he would like to know the reason.

## **8. MEMBER'S MATTERS**

### **A) Modeling Septic System Nutrient Impact on the Indian River Lagoon - Requested by Mrs. Judy Orcutt**

Mrs. Burton reported that this item will be heard at a future meeting.

### **B) Report on the Progress Achieved on Pumpout/ Inspection for 500 Septic Systems on the Barrier Island – Requested by Mrs. Judy Orcutt**

\*Please note that this item was heard before item 7–A) on today's agenda.

Mr. Jim Kirkpatrick, GIS Manager, and Ms. Savannah Stephens, GIS Analyst, showed the Commission members how to navigate through the Septic Tank Pump and Inspections dashboard located on the City's website.

Mr. Cotugno asked how often is this updated.

Ms. Stephens answered once a day. She explained that the contractors uploads their report to the City's website, then staff receives an email notification, and the information is then downloaded into a folder, which she checks daily.

Mr. Mucher asked what is the timeline for the mainland.

Ms. Stephens answered in 2021.

Mr. Joe Griffin, Indian River Shores Town Manager, asked does this also apply to the City of Vero Beach customers who live in Indian River Shores or in Indian River County.

Ms. Stephens answered no. She reported that this is only for City residents.

Mr. Griffin asked are there any Indian River Shores residents who are on the Septic Tank Effluent Pump (STEP) System.

Ms. Stephens said there are a few properties located on Morningside Drive, but that is located outside the town limits of Indian River Shores.

Mr. Griffin asked is there any prohibition about a City of Vero Beach customer who resides in Indian River Shores from contracting for the STEP System.

Ms. Stephens said that would be a question for Mr. Rob Bolton, Water and Sewer Director.

Mrs. Burton said that she would make sure Mr. Griffin receives his answers.

At this time, the Commission went to item 7-A).

## **9. ADJOURNMENT**

Today's meeting adjourned at 10:04 a.m.

/sp