


MINUTES FROM THE REGULAR MEETING OF
THE UTILITY BOARD OF THE CITY OF KEY WEST, FLORIDA,
HELD AT 5:00 P.M. ON WEDNESDAY, SEPTEMBER 22, 2021
KEYS ENERGY SERVICES BOARD ROOM
1001 JAMES STREET, KEY WEST, FLORIDA

This meeting was held on a virtual platform due to COVID-19 required social distancing.

Due to a brief equipment failure the internal audio did not record from 6:03 p.m. to 6:06 p.m.

1. Pledge of Allegiance 

2. Invocation 

3. Mission and Vision 

4. Roll Call 

Present: Mr. Robert Barrios (virtual), Mr. Pat Labrada (virtual), Mr. Steve Wells (in-person), Vice Chair Mr. Timothy Root (virtual), Utility Board Chair Ms. Mona Clark (in-person).

Also present at the meeting:


Lynne Tejada, General Manager & CEO (in-person); Nathan Eden, Utility Board Attorney (in-person); Jack Wetzler, Assistant General Manager & CFO (virtual); Dan Sabino, Engineering & Control Center Director (virtual); Joe Weldon, Generation Director (virtual) and Erica Zarate, Customer Services Director(virtual).

Jacob Williams, Florida Municipal Power Agency (FMPA) Chief Executive Officer (in-person); Ken Rutter, FMPA Chief Operations Officer (in-person); Carl Turner, FMPA Engineering Services Director (in-person); Chuck Beitel, Sargent & Lundy Senior Vice President (in-person); Michelle Hack Sargent & Lundy Senior Vice President (in-person)

5. Set Agenda 

Motion: To Approve Agenda as set, **Moved by** Mr. Steve Wells, **Seconded by** Mr. Robert Barrios.

6. Recognition and Presentation 


a) Battery Storage Project Update - Sargent & Lundy
 Board Discussion

7. Informational Items: 

a) Generation Report – August 2021
b) Taxable Revenue Refunding Note, Series 2021 Update


8. Consent Agenda* 


- a) Approve Minutes – Regular Utility Board Meeting – September 8, 2021
- b) Approve Disbursement Report
- c) Award Unit Price Contract for Aerial and Visual Transmission Line Inspection and Repairs, Bid 30-21


 **Motion:** To Approve Consent Agenda, **Moved by** Mr. Steve Wells, **Seconded by** Mr. Vice Chair Mr. Timothy Root.


9. Action Item 


- a) Approve Revisions to Customer Service Policy Manual 


 **Motion:** To Approve Revisions to Customer Service Policy Manual, **Moved by** Mr. Steve Wells, **Seconded by** Mr. Pat Labrada.


 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Mr. Robert Barrios, Mr. Pat Labrada, Mr. Steve Wells, Utility Board Vice Chair Mr. Timothy Root, Utility Board Chair Ms. Mona Clark.

- b) Approve Renewal of Property, General Liability, Automobile Liability, Physical Damage Comprehensive and Collision, Workers' Compensation and Equipment Breakdown Insurances 


 **Motion:** To Approve Renewal of Property, General Liability, Automobile Liability, Physical Damage Comp/Collision, and Worker's Compensation Insurance with Preferred Governmental Insurance Trust (PGIT), Administered by Public Risk Underwriters, Inc., in the Premium Amount of \$560,956; and Renewal of Equipment Breakdown Insurance with Hartford Steam Boiler in the Premium Amount of \$109,841, **Moved by** Mr. Steve Wells, **Seconded by** Utility Board Vice Chair Mr. Timothy Root.


 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Mr. Robert Barrios, Mr. Pat Labrada, Mr. Steve Wells, Utility Board Vice Chair Mr. Timothy Root, Utility Board Chair Ms. Mona Clark.


- c) Approve Unit Price Increase to Utilities Cable Clearance and Tree Trimming Services Contract 

 **Motion:** To Approve 10% Unit Price Increase, Effective October 1, 2021, for Utilities Cable Clearance and Tree Trimming Services Contract, CON 660, with Asplundh Tree Expert Co., **Moved by** Mr. Steve Wells, **Seconded by** Mr. Robert Barrios.


 Board Discussion


 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Mr. Robert Barrios, Mr. Pat Labrada, Mr. Steve Wells, Utility Board Vice Chair Mr. Timothy Root, Utility Board Chair Ms. Mona Clark.


d) Award Emergency Purchase of Emergency Environmental Response Services 

 **Motion:** To Discuss Emergency Purchase of Emergency Environmental Response Services, **Moved by** Utility Board Vice Chair Mr. Timothy Root, **Seconded by** Mr. Steve Wells.

 Board Discussion

 **Motion:** To Authorize the GM & CEO to Negotiate and Finalize the Emergency Agreement with NRC Gulf Environmental Services, Inc. D/B/A US Ecology with the Attached Non-Emergency Unit Prices for Ongoing Containment and Disposal Services Related to the Oil Discharge at the Stock Island Generating Facilities and to Authorize the GM & CEO, Utility Board Attorney and Utility Board Chair to Approve an Agreement with the Vendor who Submits the Best Scope and Quote for Remediation Services Associated with the Oil Discharge at the Stock Island Generating Facilities., Moved by Mr. Pat Labrada, Seconded by Utility Board Vice Chair Mr. Timothy Root.

 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Mr. Robert Barrios, Mr. Pat Labrada, Mr. Steve Wells, Utility Board Vice Chair Mr. Timothy Root, Utility Board Chair Ms. Mona Clark.

10. Public Input / Other Business 

11. Adjournment 

Motion: To Adjourn the Regular Utility Board Meeting of Wednesday, September 22, 2021, at 6:06 p.m., **Moved by** Mr. Steve Wells, **Seconded by** Utility Board Vice Chair Mr. Timothy Root.

APPROVE:

Mona C. Clark, Utility Board Chair

ATTEST:

Lynne E. Tejeda, General Manager & CEO

/ed