



Indian River County Florida

Indian River County
Administration Complex
1801 27th Street, Building
A
Vero Beach, Florida,
32960-3388
www.ircgov.com

Meeting Minutes - Final

Board of County Commissioners

Chairman, Joseph E. Flescher, District 2
Vice Chairman, Peter D. O'Bryan, District 4
Commissioner Susan Adams, District 1
Commissioner Joseph H. Earman, District 3
Commissioner Laura Moss, District 5

Jason E. Brown, County Administrator
Dylan Reingold, County Attorney
Jeffrey R. Smith, Clerk of the Circuit Court and Comptroller

Tuesday, December 1, 2020

9:00 AM

Commission Chambers

This meeting can be attended virtually via Zoom. Instructions can be found at the end of this agenda and also online at www.ircgov.com.

1. CALL TO ORDER

2. ROLLCALL

Present: 5 - Chairman Joseph Flescher
Vice Chairman Peter O'Bryan
Commissioner Susan Adams
Commissioner Joe Earman
Commissioner Laura Moss

2.A. A MOMENT OF SILENT REFLECTION FOR FIRST RESPONDERS AND MEMBERS OF THE ARMED FORCES

2.B. INVOCATION

Reverend Dan Holloway, Unity of Vero Beach

3. PLEDGE OF ALLEGIANCE

Commissioner Joseph H. Earman

4. ADDITIONS/DELETIONS TO THE AGENDA / EMERGENCY ITEMS

A motion was made by Commissioner Adams, seconded by Vice Chairman O'Bryan, to approve the Agenda as presented. The motion carried by the following vote:

Aye: 5 - Chairman Flescher, Vice Chairman O'Bryan, Commissioner Adams, Commissioner Earman, and Commissioner Moss

5. PROCLAMATIONS and PRESENTATIONS

6. APPROVAL OF MINUTES**7. INFORMATION ITEMS FROM STAFF OR COMMISSIONERS NOT REQUIRING BOARD ACTION****7.A. [20-2172](#) Municipality Committee Assignments for 2021**

Attachments: [Memorandum](#)
 [Vero Beach Memorandum](#)
 [Sebastian Memorandum](#)
 [Orchid Memorandum](#)
 [Ind Riv Shores Memorandum](#)
 [Fellsmere Memorandum](#)

No Action Taken or Required

7.B. [20-2152](#) Indian River County Venue Event Calendar Review

Attachments: [Venue Event Calendar Review](#)

No Action Taken or Required

7.C. [20-2159](#) Revised "Exhibit "A" for Miscellaneous Budget Amendment 001

Attachments: [Staff Report](#)
 [Exhibit "A" Revised](#)

No Action Taken or Required

7.D. [20-2173](#) Update on Brightline Trains Expenses

Attachments: [Staff Report](#)
 [Brightline Trains Expenses](#)

No Action Taken or Required

7.E. [20-2175](#) Beach and Shore Preservation Advisory Committee

Attachments: [Staff Report](#)

Chairman Flescher announced the Board appointee vacancy on the Beach and Shore Preservation Committee.

No Action Taken or Required

8. CONSENT AGENDA

A motion was made by Vice Chairman O'Bryan, seconded by Commissioner Adams, to approve the Consent Agenda as amended, pulling Item 8.B. for discussion. The motion carried by the following vote:

Aye: 5 - Chairman Flescher, Vice Chairman O'Bryan, Commissioner Adams, Commissioner Earman, and Commissioner Moss

- 8.A.** [20-2149](#) Checks and Electronic Payments November 6, 2020 to November 12, 2020

Attachments: [Finance Department Staff Report](#)

Approved

- 8.B.** [20-2156](#) Designation of Sole Source Items and Vendors

Attachments: [Staff Report](#)

Vice Chairman O'Bryan requested that staff perform a periodic review of the list of sole source vendors.

Purchasing Manager Jennifer Hyde was present to answer questions from the Board; there were none.

A motion was made by Vice Chairman O'Bryan, seconded by Commissioner Earman, to approve staff's recommendation. The motion carried by the following vote:

Aye: 5 - Chairman Flescher, Vice Chairman O'Bryan, Commissioner Adams, Commissioner Earman, and Commissioner Moss

- 8.C.** [20-2158](#) Miscellaneous Budget Amendment 002

Attachments: [Staff Report](#)
 [2020 2021 Resolution](#)
 [Exhibit "A"](#)

Approved Resolution 2020-102, amending the Fiscal Year 2020-2021 Budget.

- 8.D.** [20-2169](#) Award of Bid 2020043 - Fencing Contractor Services

Attachments: [Staff Report](#)
 [Sample Agreement](#)

Approved staff's recommendation

8.E. [20-2161](#) Annual Resolution re Signatories

Attachments: [Staff Report](#)
 [Resolution](#)
 [Certificates For Facsimile Signature](#)

Approved staff's recommendation and Resolution 2020-103, directing depositories of County funds to honor certain authorized signatures on County checks, warrants, and other orders for payment; providing for Board of County Commissioners and Clerk of the Circuit Court signatories; rescinding Resolution No. 2019-103 effective December 1, 2020 which speaks to authorized signatures on County checks, warrants, and other orders for payment; and providing an effective date.

8.F. [20-2165](#) Annual Resolution re Delegation of Authority Concerning Declarations of State of Local Emergencies and to Act in a State Declared Emergency Affecting Indian River County

Attachments: [Staff Report](#)
 [Resolution](#)

Approved Resolution 2020-104, delegating authority to the County Administrator to declare states of local emergencies and to act in a State of Florida declared emergency affecting Indian River County; rescinding Resolution No. 2019-055 effective December 1, 2020; and providing an effective date.

8.G. [20-2166](#) Annual Resolution Delegating the Authority to the County Administrator or his designee, to execute Resolutions Calling Letters of Credit as Necessary during a Declared State of Local Emergency or Declared State of Florida Emergency Affecting Indian River County

Attachments: [Staff Report](#)
 [Resolution](#)

Approved Resolution No. 2020-105, delegating the authority to the County Administrator or his designee, to execute resolutions calling letters of credit as necessary during a declared State of Local Emergency or declared State of Florida Emergency affecting Indian River County; rescinding Resolution No. 2019-056 effective December 1, 2020; and providing an effective date.

8.H. [20-2168](#) Permission to Advertise for Public Hearing for Amendment to Section 100.03(4) of the Indian River County Code, Codifying and Publishing the Ordinances to Readopt the Code as Published by the Municipal Code Corporation

Attachments: [Staff Report](#)

Approved staff's recommendation

- 8.I. [20-2176](#) Lobbyist for 2021 Legislative Session

Attachments: [Staff Report](#)
[2021 Anfield Consulting Agreement](#)

Approved staff's recommendation

- 8.J. [20-2179](#) Appointments to the Economic Opportunities Council of Indian River County, Inc.

Attachments: [Staff Report](#)
[J. Anderson Potential Board Member](#)

Approved staff's recommendation

- 8.K. [20-2163](#) Consideration of the Affordable Housing Advisory Committee (AHAC) 2020 Incentives Review and Recommendation Report

Attachments: [Staff Report](#)
[2020 AHAC Incentives Report](#)
[Resolution](#)
[AHAC minutes - 10-28-20 Unapproved](#)

Approved Resolution 2020-106, approving the Indian River County Affordable Housing Advisory Committee (AHAC) 2020 Report and directing staff to submit the County's local Housing Assistance Plan to Florida Housing Finance Corporation (FHFC).

- 8.L. [20-2164](#) Consideration of Revised Indian River County Local Housing Assistance Plan for Fiscal Years 2021-2022, 2022-2023, and 2023-2024

Attachments: [Staff Report](#)
[SHIP Summary](#)
[Proposed 2021-2024 LHAP](#)
[Resolution](#)
[LHAP Certification](#)
[AHAC Minutes - August 26, 2020](#)
[AHAC Minutes 10-28-20 - Unapproved](#)

Approved Resolution 2020-107, approving the Local Housing Assistance Plan as required by the State Housing Initiatives Partnership Program Act, subsections 420.907-420.9079, Florida Statutes; and Rule Chapter 67-37, Florida Administrative Code; authorizing and directing the Mayor to execute any necessary documents and certifications needed by the State; authorizing the submission of the Local Housing Assistance Plan for review and approval by the Florida Housing Finance Corporation; and providing an effective date.

- 8.M.** [20-2183](#) Jones' Pier Conservation Area Public Use Improvements - Federally Funded Subaward and Grant Agreement, Project Number 4283-91-R, Agreement Number H0566

Attachments: [Staff Report](#)
 [Agreement](#)
 [Grant Form](#)

Approved staff's recommendation

9. CONSTITUTIONAL OFFICERS and GOVERNMENTAL AGENCIES

- 9.A.** [20-2190](#) Indian River County Supervisor of Elections Leslie R. Swan re: Reimbursement for Municipal Elections

Attachments: [Reimbursement for Municipal Elections](#)

Supervisor of Elections Leslie Rossway Swan was present before the Board. Vice Chairman O'Bryan and Commissioner Earman stated their appreciation for Ms. Swan and her staff for conducting well-run elections.

A motion was made by Vice Chairman O'Bryan, seconded by Commissioner Adams, to approve the transfer of \$18,043.50, revenue received from conducting the November 3, 2020 municipal elections, to the Supervisor of Elections 2020/2021 budget. The motion carried by the following vote:

Aye: 5 - Chairman Flescher, Vice Chairman O'Bryan, Commissioner Adams, Commissioner Earman, and Commissioner Moss

10. PUBLIC ITEMS

PROOF OF PUBLICATION OF ADVERTISEMENT FOR HEARING IS ON
FILE IN THE OFFICE OF THE CLERK TO THE BOARD

A. PUBLIC HEARINGS

10.A.1. [20-2157](#)

County Initiated Request to Amend the 5 Year Capital Improvements Program and the Supporting Data and Analysis of the Capital Improvements Element of the Comprehensive Plan for the Period FY 2020/21 - 2024/25

Attachments: [Staff Report](#)

[Application](#)

[Ordinance with CIE](#)

[Strike and Underline Version of CIE](#)

[Exhibit A - CIE 2020](#)

Chief of Long Range Planning Bill Schutt referred to a PowerPoint presentation and staff's memorandum dated November 20, 2020, as he addressed the ordinance adoption process and proposed amendments to the Capital Improvements Element of the Comprehensive Plan (CIP). He included an overview of the expenditures, revenue, transportation projects and non-transportation projects. Chief Schutt pointed out a typographical error in the PowerPoint presentation; it should have read that the 5 Year CIP would cover the period from Fiscal Year 2020/21 to Fiscal Year 2024/25.

Vice Chairman O'Bryan and Commissioner Adams inquired and received feedback from County Administrator Jason Brown and Assistant County Administrator Mike Zito regarding prioritizing the phases of work to be completed at the Lost Tree Island Conservation Area. Administrator Brown stated that staff would be returning to a future meeting for input and approval of design plans for the project.

Parks and Conservation Resources Director Kevin Kirwin confirmed that the conservation project was in the surveying phase, and he would continue to provide updates to the Board. He also agreed to address the concerns of Vice Chairman O'Bryan, which were related to boats being anchored in the Indian River Lagoon and the canals for extended periods of time. Discussion ensued with the consensus being that staff would look into the rules, regulations, and enforcement.

Chairman Flescher opened the public hearing. There being no speakers, the Chairman closed the public hearing.

A motion was made by Vice Chairman O'Bryan, seconded by Commissioner Adams, to adopt Ordinance 2020-018, amending the text of the Comprehensive Plan's Capital Improvements Element by updating the County's 5 Year Capital Improvements Program (CIP) schedule and related data and analysis sections; and providing severability and effective date. The motion carried by the following vote:

Aye: 5 - Chairman Flescher, Vice Chairman O'Bryan, Commissioner Adams, Commissioner Earman, and Commissioner Moss

B. PUBLIC DISCUSSION ITEMS**C. PUBLIC NOTICE ITEMS**

County Attorney Dylan Reingold read the public hearing notices into the record.

- 10.C.1.** [20-2144](#) Notice of Scheduled Public Hearing to Consider Shadow Brook Subdivision Water Assessment Project in Indian River County, Florida (Legislative)

Attachments: [Staff Report](#)

No Action Taken or Required

- 10.C.2.** [20-2154](#) Notice of Scheduled Public Hearing for December 8, 2020 Board Meeting - Quasi-Judicial

Attachments: [Staff Report](#)

No Action Taken or Required

- 10.C.3.** [20-2160](#) Notice of Public Hearing Scheduled for December 15, 2020 to consider rezoning +/-38.85 acres from CG, General Commercial District, to CRVP, Commercial Recreational Vehicle Park District [RZON-2020010090-87415] (Quasi-Judicial)

Attachments: [Staff Report](#)

No Action Taken or Required

11. COUNTY ADMINISTRATOR MATTERS

11.A. [20-2182](#) CARES Act Update

Attachments: [Staff Report CARES Act Phase 3](#)
 [CARES ACT agreement - Hospital District](#)
 [CARES Act agreement - School Board of IRC](#)
 [CARES Act 2nd Amendment - City of Sebastian](#)
 [City of Sebastian - Revised Spending Plan](#)

County Administrator Jason Brown began his update by providing the Board with a replacement page for the School District of Indian River County's CARES Act Funding Agreement, Attachment A, Covid-Related Expenditures. He reviewed the information contained in staff's report dated November 24, 2020, regarding Phase 3 funding revisions and two (2) proposed options for utilizing the remaining allocated funds prior to the spending deadline.

Administrator Brown relayed that Option A would call for return of all unused CARES Act dollars to the Federal government; however, following discussion, the Board was unanimous in their support of Option B, to utilize the remaining allocation of CARES Act dollars to pay public health and public safety salaries and allow for previously earmarked salary dollars to be used in other areas, such as Covid-19 related expenses and programs. Administrator Brown stated that if the direction of the Board was to approve Option B, staff would return to a future meeting with a spending plan.

Commissioner Adams and Vice Chairman O'Bryan began a discussion regarding their formal support for Option B. The Vice Chairman added that all CARES Act funding dollars that were previously allocated and unused by the municipalities and/or designated agencies should roll over on December 29, 2020 into the designated account for public health and public safety payroll. All members of the Board were in agreement.

The following small business owners addressed the Board:
Linda Moore, representing The Kilted Mermaid
George Childers, representing Magic Carpet Ride

Dr. David Moore, Superintendent, School District of Indian River County, offered his appreciation for the continued support of the Board and County staff.

Additional discussion ensued regarding the continuation of the public awareness campaign for the Small Business Recovery Grant Program, the possibility of increasing the grant dollar amount-a topic to be revisited by the Board in early January 2021- and directing staff to reach out to the banks who had assisted with processing grant paperwork and payments earlier in the year.

A motion was made by Commissioner Adams, seconded by Vice Chairman O'Bryan, to: 1) approve staff's recommendation regarding the CARES Act funding revisions; 2) approve Option B for the County's final phase of the spending plan, as written in staff's recommendation; 3) roll the previously allocated and unspent CARES Act funding dollars on December 29, 2020 into the account designated for public health and public safety payroll; 4) direct staff to return to the Board in January 2021 with an update on the number of small businesses who had received the initial \$5,000 grant; and 5) direct staff to contact the banks who administered the initial small business grants to discuss the simplicity of possibly offering additional assistance. The motion carried by the following vote:

Aye: 5 - Chairman Flescher, Vice Chairman O'Bryan, Commissioner Adams, Commissioner Earman, and Commissioner Moss

11.B. [20-2153](#) Policy Revisions - CRF/CARES ACT Housing Mortgage and Rent Payment Program

Attachments: [Staff Report](#)
[Policy Revisions CRF CARES Act](#)

County Administrator Jason Brown referred to staff's memorandum dated November 13, 2020, when explaining to the Board the purpose of making policy changes to the Coronavirus Relief Fund (CRF)/CARES Act Housing Mortgage and Rent Payment Programs. He recognized that the County's program was built by a team of County staff members, with temporary employees assisting when needed.

Community Development Director Phil Matson also spoke on the commitment of staff who came together to assist residents in need in a timely manner. He was appreciative of the changes made by County staff to loosen the requirements for CARES Act housing assistance.

Vice Chairman O'Bryan inquired and received clarification regarding the eviction form, and he requested that staff provide an update on the average number of months individuals were past due on their rent or mortgage payments.

A motion was made by Vice Chairman O'Bryan, seconded by Commissioner Adams, to ratify the policy revisions as presented. The motion carried by the following vote:

Aye: 5 - Chairman Flescher, Vice Chairman O'Bryan, Commissioner Adams, Commissioner Earman, and Commissioner Moss

Chairman Flescher called for a recess at 10:53 a.m., and reconvened the meeting at 11:03 a.m., with all members present.

12. DEPARTMENTAL MATTERS

A. Community Development**B. Emergency Services****C. General Services****D. Human Resources****E. Information Technology****F. Office of Management and Budget****G. Public Works****12.G.1. [20-2177](#)** Award of Bid No. 2021012, Phase 1 of Sector 3 (IRC-1925) Beach and Dune Restoration

Attachments: [Staff Report](#)
[Sample Agreement](#)
[APTIM Bid Recommendation Letter](#)

Public Works Director Rich Szpyrka referred to staff's memorandum dated November 18, 2020, as he updated the Board on the bidding and funding for Phase 1 of the Sector 3 Beach and Dune Restoration Project. He advised that Guettler Brothers Construction, LLC was the lowest bidder of the project.

Vice Chairman O'Bryan commented on the competitiveness of the bids and that using an upland sand source made the project much less expensive.

A motion was made by Vice Chairman O'Bryan, seconded by Commissioner Earman, to approve staff's recommendation. The motion carried by the following vote:

Aye: 5 - Chairman Flescher, Vice Chairman O'Bryan, Commissioner Adams, Commissioner Earman, and Commissioner Moss

12.G.2. [20-2178](#) Phase 1 of the Sector 3 Beach and Dune Restoration Project (IRC1925), APTIM, Work Order No. 2018006-8, Construction Administration Services

Attachments: [Staff Report](#)
[APTIM Work Order No 2018006-8](#)

Public Works Director Rich Szpyrka explained the scope of services provided by Aptim Environmental & Infrastructure, Inc., the management company hired for Phase 1 of the Sector 3 Beach and Dune Restoration Project.

A motion was made by Vice Chairman O'Bryan, seconded by Commissioner Adams, to approve staff's recommendation. The motion carried by the following vote:

Aye: 5 - Chairman Flescher, Vice Chairman O'Bryan, Commissioner Adams, Commissioner Earman, and Commissioner Moss

H. Utilities Services

13. COUNTY ATTORNEY MATTERS

14. COMMISSIONERS MATTERS

A. Commissioner Joseph E. Flescher, Chairman

B. Commissioner Peter D. O'Bryan, Vice Chairman

C. Commissioner Susan Adams

14.C.1. [20-2188](#) High Speed Internet and Broadband

Attachments: [Commissioners Memo](#)
[Resolution](#)

Commissioner Adams provided an overview of the Legislative Priority that included universal access to reliable and affordable high-speed internet and broadband. She advised that the Florida Association of Counties (FAC) had started the Access 67 Initiative, designed to include all 67 counties within the State in offering high-speed internet and broadband with no regard to location. To show the support of the County, Commissioner Adams requested the approval of Resolution 2020-108.

A motion was made by Commissioner Adams, seconded by Vice Chairman O'Bryan, to approve Resolution 2020-108, supporting affordable and reliable high-speed internet throughout Florida. The motion carried by the following vote:

Aye: 5 - Chairman Flescher, Vice Chairman O'Bryan, Commissioner Adams, Commissioner Earman, and Commissioner Moss

D. Commissioner Joseph H. Earman

E. Commissioner Laura Moss

15. SPECIAL DISTRICTS AND BOARDS

(Clerk's Note: The Emergency Services District items were moved to be heard prior to Item 11.A. CARES Act Update.)

The Board of County Commissioners reconvened as the Board of Commissioners of the Emergency Services District. The minutes will be approved at an upcoming Emergency Services District meeting.

A. Emergency Services District

15.A.1. [20-2077](#) Approval of Minutes Meeting August 18, 2020

Attachments: [08182020ESD Draft](#)

A motion was made by Commissioner Adams, seconded by Vice Chairman O'Bryan, to approve the Meeting Minutes of August 18, 2020 as written. The motion carried by the following vote:

Aye: 5 - Chairman Flescher, Vice Chairman O'Bryan, Commissioner Adams, Commissioner Earman, and Commissioner Moss

15.A.2. [20-2150](#) Approval of FY 2020/2021 EMS County Awards Grant: Purchase of Capital/Operating Equipment Using Non-Matching EMS Grant Funds and Grant Resolution

Attachments: [Staff Report](#)
[Grant Application](#)
[IRC Grant Form](#)
[Resolution](#)

Emergency Services Director Tad Stone addressed the Board to discuss the purchase of three (3) Elegard Head's Up CPR devices.

A motion was made by Vice Chairman O'Bryan, seconded by Commissioner Earman, to approve staff's recommendation and Emergency Services District Resolution 2020-001, authorizing the application for funding County Emergency Medical Services (EMS) Grant awards to be submitted to the State of Florida Department of Health, Bureau of Emergency Medical Services. The motion carried by the following vote:

Aye: 5 - Chairman Flescher, Vice Chairman O'Bryan, Commissioner Adams, Commissioner Earman, and Commissioner Moss

The Board of Commissioners of the Emergency Services District adjourned, and they reconvened as the Board of County Commissioners, continuing the meeting with Item 11.A. CARES Act Update.

The Board of County Commissioners reconvened as the Board of Commissioners of the Solid Waste Disposal District. The minutes will be approved at an upcoming Solid Waste Disposal District meeting.

B. Solid Waste Disposal District

15.B.1. [20-2180](#)**Waste Management Franchise Agreement Renewal Option****Attachments:** [Staff Report](#)

Vincent Burke, Director of Utility Services, Himanshu Mehta, Managing Director of Solid Waste Disposal District (SWDD), and Ron Jones, Assistant Managing Director of SWDD, along with representatives from Republic Services and Waste Management Inc. of Florida (Waste Management) were present before the Board. Director Burke referred to staff's memorandum dated November 18, 2020, to provide the history of SWDD's relationship with Waste Management, and three (3) options for moving forward. He stated that the current franchise agreement would expire on October 1, 2022, and they were 10 months from the contractual requirement to notify Waste Management of the intent to renew or not to renew the franchise agreement. Director Burke wrapped-up his presentation with staff's recommendation of Option 2, to keep things as they are and direct staff to inform Waste Management of the SWDD's intent to renew the franchise agreement through September 30, 2025.

Deborah Perez, Government Affairs Manager, Waste Management, addressed the Board to recommend the approval of Option 3, to explore mandatory collection prior to 2025, then direct staff to inform Waste Management of the SWDD's intent to not renew the franchise agreement. Vice Chairman O'Bryan inquired with Ms. Perez as to whether Waste Management would honor the current contract if the SWDD decided to move to mandatory collection, and Ms. Perez responded that the corporate office would make the decision.

Joanne Stanley, Municipal Sales Manager, Republic Services, was in favor of Option 3, making mention that Republic Services was interested in bidding on mandatory collection services. In addition, she provided Vice Chairman O'Bryan with an explanation for the rates being charged to the residents of the Town of Indian River Shores.

Joe Baird, representing Republic Services, also spoke in support of Option 3.

Discussion ensued among the Commissioners regarding the concerns and benefits of universal/mandatory collection services. Vice Chairman O'Bryan and Commissioner Adams felt the change was necessary and inevitable, and they supported Option 3, moving to mandatory garbage collection beginning October 1, 2022. Commissioner Earman, Chairman Flescher, and Commissioner Moss were not in favor of a cost increase at the present time and they supported Option 2, to renew the franchise agreement through September 30, 2025. All Commissioners were in favor of continued operations at all five (5) convenience centers, regardless of the option being approved.

County Administrator Jason Brown responded to an inquiry from Commissioner Moss, who was interested in knowing whether staff was concerned about Waste Management's commitment to honor the franchise agreement through 2025. He clarified his reason for believing that Waste Management would continue to provide a good, reliable service to the County residents, which led to Vice Chairman O'Bryan's discussion about complaints he had received that bulk items were not being retrieved in a timely fashion.

Commissioner Adams inquired and received confirmation from Managing Director Mehta that 75% of residences in the unincorporated areas of the County pay for a garbage collection service.

A motion was made by Commissioner Moss, seconded by Commissioner Earman, to approve staff's recommendation of Option 2. The motion carried by the following vote:

Aye: 3 - Chairman Flescher, Commissioner Earman, and Commissioner Moss

Nay: 2 - Vice Chairman O'Bryan, and Commissioner Adams

15.B.2. [20-2187](#)

Generation Study and Rate Analysis by Kessler Consulting, Inc.

Attachments: [Staff Report](#)

[Solid Waste Generation and Rate Analysis Proposal](#)

Director of Utility Services Vincent Burke referred to a PowerPoint presentation and staff's memorandum dated November 23, 2020, to explain the process and proposed costs associated with conducting a full, field-based solid waste generation and assessment rate study, as requested by the Board on July 7, 2020. Due to Kessler Consulting Inc. having knowledge of the SWDD's operations, Director Burke requested that the Board waive the requirement of bids and approve the issuance of purchase orders for the study.

A representative from Kessler Consulting was present; the Board had no questions.

A motion was made by Commissioner Adams, seconded by Vice Chairman O'Bryan, to approve staff's recommendation. The motion carried by the following vote:

Aye: 5 - Chairman Flescher, Vice Chairman O'Bryan, Commissioner Adams, Commissioner Earman, and Commissioner Moss

C. Environmental Control Board

16. ADJOURNMENT

There being no further business, Chairman Flescher adjourned the meeting at 12:22 p.m.