

DON PEDRO & KNIGHTS ISLAND STREET & DRAINAGE MSTU ADVISORY COMMITTEE
July 16, 2013 – Regular Meeting
2:00 P.M. – San Casa Conference Room

Attendees: Linda Cotherman, Timothy Malone, William McNulty, Donald Milroy and David Witters

County: Dawn Harrison, Alan Holbach, Ray Slade and Sandy Wright

Absent: Jeffery Jacobson (excused)

Guests: Sign-in sheet attached

The meeting was called to order at 2:06 p.m. with a roll call that determined a quorum was present.

Business:

- Terms - Members drew numbers to determine the length of their terms. The number that was left was assigned to Mr. Jacobson who was absent. The terms are as follows:
Linda Cotherman term expires 6/25/2015, Jeffery Jacobson term expires 6/25/2015, Timothy Malone term expires 6/25/2016, William McNulty term expires 6/25/2016, Donald Milroy term expires 6/25/2015 and David Witters term expires 6/25/2014.
- Nominations - Mr. Milroy nominated Ms. Cotherman to serve as chair of the committee; there were no other nominations and Ms. Cotherman accepted the position. Mr. Milroy nominated Mr. Malone to serve as vice chair of the committee; there were no other nominations and Mr. Malone accepted the position.
- Penn State – A purchase order was issued for Penn State to perform an assessment of the roads and provide recommendations on how to proceed in the most economically and eco-friendly way to correct the road issues on the island. M&O will make contact with Penn State to coordinate.
- Pipe Cleaning – There was discussion regarding the cleaning of a pipe that goes under the road on Palm Drive. Mr. Witters indicated on a map the location of the pipe. M&O will follow up.
- Inspection of Kosinski Bridge – The Engineering Department requested an estimate for the inspection of the Kosinski Bridge. A quote was received this month for approximately \$9000. The estimate does not have to go before the BCC for approval due to the amount. The committee agreed to pay for this inspection. County bridges are inspected by the State of Florida every two years; this bridge was singled out for this inspection due to its age and it being of wooden material.
- Road Grading – There was extensive conversation regarding the condition of the roads and that they have worsened with the recent rains. Test areas are on the BCC agenda for approval at the July 23, 2013 meeting. The Committee stated that the test areas are no longer valid due to the road conditions worsening so dramatically over the past 6-8 weeks. The Committee agrees that the pot holes identified previously for filling can no longer be filled and that all of the roads on the island need to be graded. Mr. Holbach agreed to have M&O on site next week to attempt to rectify the current problems with the roads and to continue to do this during the interim while awaiting the Penn State assessment. If M&O cannot rectify the situation; the current road contractor will be notified to minimally address the problem using a small piece of equipment without adding any additional material.

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There was discussion regarding the current road contractor and the process of getting a new contractor and updating the existing contract. Contractors cannot be selected by the Committee and must go through the Purchasing Department process to become the selected bidder.

- Binders – Binders with basic information regarding this newly formed committee were distributed and explained. The Committee requested a road map of their area.
- Budget and Financial Reports – The reports were distributed for review and questions. Funds that are not used during a fiscal year will be carried over to the next fiscal year. All funds remain within the unit and cannot be used to fund projects outside of the unit.
- Open Discussion
 1. Meeting minutes will be sent to members via email shortly after each meeting. They should be reviewed by the members with any corrections brought to the next meeting for discussion prior to being made and approved by the Committee.
 2. Information regarding the Sunshine Law is distributed by the County Attorney's Office. Members are not allowed to discuss any items that may come before the Committee for a vote outside of meetings. This is a state law. The Committee members are held to the same standard as the County Commissioners regarding the Sunshine Law.
 3. Citizens expressed pleasure over the due diligence of the committee members.
 4. There was a request to schedule several meetings in advance to give plenty of notice.

The next two meetings are scheduled for Thursday, October 17, 2013 and Tuesday, January 7, 2014, both at 2:00 p.m. in the San Casa Conference Room.

The meeting was adjourned at 3:18 p.m.

Submitted by:



Sandy Wright
Public Works Department

