

**MINUTES OF MEETING
PINE TREE WATER CONTROL DISTRICT**

A meeting of the Board of Supervisors of the Pine Tree Water Control District was held on Thursday, January 4, 2018 at 6:00 p.m. at the Parkland City Hall, 6600 North University Drive, Parkland, Florida.

Present and constituting a quorum were:

Paul Brewer	President
Don Eckler	Vice President
Donna McCann Benckenstein	Secretary
Bob Mayersohn	Assistant Secretary
Werner T. Vaughan	Assistant Secretary

Also present were:

Kenneth Cassel	District Manager
Warren Craven	District Engineer
D.J. Doody	District Counsel

The following is a summary of the minutes and actions taken during the January 4, 2018 PTWCD Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Cassel called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the November 2, 2017 Meeting

Mr. Cassel stated each Board member received a copy of the minutes of the November 2, 2017 meeting and requested any corrections, additions or deletions.

On MOTION by Ms. Benckenstein seconded by Mr. Vaughan with all in favor the minutes of the November 2, 2017 meeting were approved.
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FOURTH ORDER OF BUSINESS

Manager's Report

- **Consideration of the Name Change of Severn Trent Environmental Services, Resolution 2018-01**

The name change resolution was sent under separate cover. Last June, Mr. Cassel shared with the Board that Severn Trent had bought themselves away from the parent U.K. company. Due to this purchase, Severn Trent had to change their name at the end of the year.

On MOTION by Mr. Mayersohn seconded by Ms. Benckenstein with all in favor Resolution 2018-01 Acknowledging the Name Change of Severn Trent Environmental Services LLC to Inframark LLC was adopted.

FIFTH ORDER OF BUSINESS

Attorney’s Report

Mr. Doody had a conversation with Mr. Brewer to try to resolve the issue with the maintenance map. He had spoken briefly with Mr. Craven and Mr. Cassel and received a canal maintenance map property owner list. Mr. Doody will draft a letter and bring it back for the Boards consideration.

Mr. Craven stated half a dozen properties have come in and platted and on those plats they have taken easements which are straight lines. The largest is 50 feet, the narrowest is 35 feet and there are 35 houses involved.

The question arose on how difficult would it be to place the residents lot on the map included with the letter. Mr. Craven indicated they have the overall survey which shows this so he can pull out sections and do an exhibit for each one. Mr. Craven will create the exhibit for each property to be included in the letter.

Further discussion ensued regarding the properties and easements.

Mr. Doody questioned whether the agreement will include the original map, and the new additions or is the map going to be revised. Mr. Craven stated there has not been any new additions. They have an exhibit which shows the property line, the maintenance map line and the easements that have been given by plat. Mr. Cravens’ plan is to provide a reduced copy of that and provide a specific sketch for each property so the resident can see what effects their property but they also see the canal.

SIXTH ORDER OF BUSINESS

Engineer’s Report

Mr. Craven has one action item. He received a permit application for Terramar Park. They are removing some courts and putting in some additional activity fields. This was approved

by South Florida and upon review their plans meet their criteria and Mr. Craven recommends that a permit be issued.

On MOTION by Mr. Vaughan seconded by Mr. Mayersohn with all in favor the permit application for Terramar Park was approved.

Mr. Craven indicated they are working on the hurricane debris removal. Unfortunately, there were some delays due to unforeseen emergencies. They are going to put their efforts forward on this and hopefully have it done within the next two weeks.

Wiles Road is progressing and they have moved into the third phase of construction, which is in our District, so they will be monitoring it more closely with periodic inspections. They have been keeping up with the NPDES requirements on a monthly basis.

Mr. Craven stated over the last year and half they have had more permits coming through for reviews, and lots of single family lots with letters of no objection. As well, has been spending more time on them than what the fees cover. A while back when they restructured the fee schedule they had put in the ability to do a cost recovery. Mr. Craven is looking for the Boards thoughts and feedback on whether they would like to move forward on this and work with Mr. Doody on a cost recovery agreement, which they can enter into with these individuals.

Further discussion ensued regarding the process, the best method and the fee. Mr. Cassel stated they will come up with a rate and present this at the February meeting.

The question arose about the structure in Cypress Trail. Mr. Craven stated he met with the City over the holidays regarding that and there is definitely a pump in it. He stated there was a letter written back in 1991 but Mr. Craven has not found anything that permitted the pump. A request was sent to South Florida to search their records because this is so old it is not on their online system. He will go with a representative from the City to review the records.

The question arose where the water was coming from and Mr. Craven informed them the community was originally designed to be a gravity system and the permit he has a copy of allows a 3-inch bleeder. They have an internal drainage system of swales and they were allowed to discharge through a 3-inch orifice. It did not drain very well, and someone got the brilliant idea to pump. The question is did they get a permit; this is what they are researching now. The City is going to pull the FPL records to see who is paying for the pump. It looks like it is being maintained.

Mr. Craven will be meeting with the City next week to see what information they have been able to obtain, as well as schedule a meeting to go to South Florida to review their files. He should have an answer at the next meeting.

SEVENTH ORDER OF BUSINESS

Supervisors' Request

Mr. Eckler questioned Mr. Craven regarding the cleaning of the canal at Wiles Road. It is our canal but not our cleanup. Mr. Craven stated he owes Mr. Doody some information and he will put it together and forward it to him tomorrow. He has also been speaking with the project manager for the contractor. The question arose who should be responsible for the cleanup, it was stated the HOA, but probably the City, due to the close proximity of the work that they are currently doing. Mr. Eckler stated the letter needs to go sooner rather than later due to the stage of the construction because if it is not done now the work will be done from the homeowners' side and that is impossible.

Mr. Doody questioned the type of project it was. He was informed it was a road and widening construction and they are putting in utilities and storm sewers. He believes this is a perfect time for the cleanup.

Discussion ensued regarding having contracts in place prior to hurricane season for cleanup as well as contractors, FEMA, storm cleanup, routine maintenance and barge removal.

EIGHTH ORDER OF BUSINESS

Approval of Financials Dated November 30, 2017 and Check Register

On MOTION by Ms. Benckenstein seconded by Mr. Mayersohn with all in favor the financials of November 30, 2017 and check register were approved.

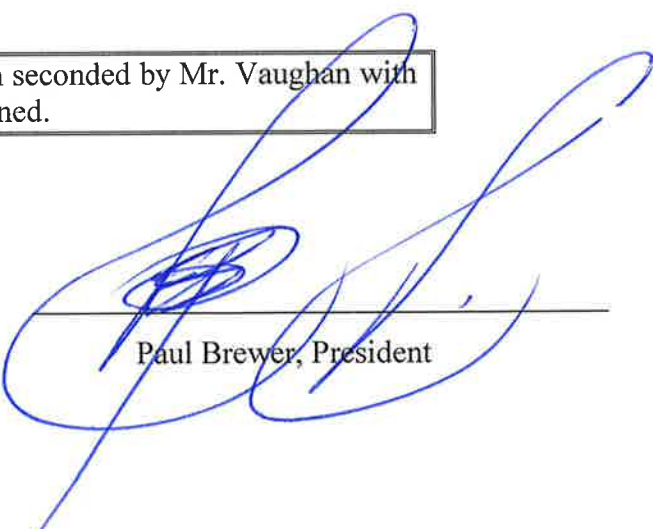
NINTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Ms. Benckenstein seconded by Mr. Vaughan with all in favor the meeting was adjourned.


Kenneth Cassel, Assistant Secretary


Paul Brewer, President