

**REGULAR BOARD MEETING
BOARD OF COMMISSIONERS
JUPITER INLET DISTRICT
MINUTES
April 13, 2022**

COMMISSIONERS PRESENT

George Gentile, Chairman
Thomas Howard, Vice Chairman
James H. Davis, Secretary/Treasurer
Michael Martinez
Gail Whipple

COMMISSIONERS ABSENT

None

OTHERS PRESENT

Joseph B. Chaison, Executive Director
William R. H. Broome, Attorney
Kenneth Craig, PE, Taylor Engineering

MEMBERS OF THE PUBLIC

Jennifer Bistyga, Ahtna Marine Construction
André Rajoo (via CMT- Zoom)

1. Call to Order

Chairman Gentile called the meeting to order at 7:00 PM.

Pledge of Allegiance

2. Comments from Public

None.

3. Approval of Minutes

- **March 9, 2022 Regular Meeting Minutes**

Chairman Gentile entertained a **MOTION to approve the Minutes of the Regular Meeting of March 9, 2022**. Commissioner Whipple noted on Page 4, the word “legislature” should be changed to “legislation” and that on Page 8. “and” should be changed to “an”. Vice Chair Howard

noted that in Item #8 language should be added noting that the Board has approved Taylor Engineering's Proposal only for the development of construction plans and specifications and that Item #12 should change "understood" to "understood correctly".

Commissioner Whipple so **MOVED to approve the Minutes as amended**. Secretary Davis **SECONDED**. Chairman Gentile called for discussion; there being none, the **MOTION CARRIED unanimously**.

4. Approval of Bills

- **Submission of February Bills** - Chairman Gentile called for a **MOTION to approve the February Bills and the additional Bills as presented**. Commissioner Davis so **MOVED**; Commissioner Martinez **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.
- **Submission of Payroll, Utility Bills and Health Insurance Invoice for March** - Chairman Gentile called for a **MOTION to approve the Utility Bills and Health Insurance Invoice for March**. Secretary Davis so **MOVED**; Vice Chair Howard **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

5. Treasurer's Report

A. Approval of March 2022 Treasurer's Report

Staff recommended approval. Chairman Gentile entertained a **MOTION to approve the March 2022 Treasurer's Report**. Secretary Davis so **MOVED**; Commissioner Martinez **SECONDED**. Chairman Gentile called for discussion; there being none, the **MOTION CARRIED unanimously**.

Chair Gentile noted that Ms. Jennifer Bistyga of Ahtna Marine Construction was in attendance and suggested the Board address her at the beginning of the meeting.

Ms. Bistyga summarized the inlet sand trap dredging project and described their mobilization operations for the main channel maintenance dredging project.

Chair Gentile asked if they will be using a booster pump. Ms. Bistyga said that they are planning for daylight operations weekdays and Saturdays and that they are planning to need a booster pump. Ahtna has hand-delivered a flyer to residences along the pipeline route to alert homeowners of this. Vice Chair complimented Ahtna on the sand trap dredging and beach

placement and also noted his appreciation of their distributing the informational flyer for the main channel dredging.

6. Executive Director's Report

2022 Inlet Sand Trap Dredging:

The 2022 Inlet Sand Trap dredging was complete on Sunday April 3rd. Ahtna Marine was very professional and efficient; over 70,000 cubic yards were removed from the trap in 13 days of digging. The project was well received by the public and by Ocean Rescue staff on the beach placement side of operations. Loggerhead Marinelife Center performed their work and communicated well throughout.

Central Embayment – Main Channel Maintenance Dredging

Ahtna Marine has begun mobilization for this project. They have been closely coordinating with the Railroad Bridge contractor and Brightline.

Loxahatchee River Railroad Bridge:

The interruptions to navigation due to the replacement of the bascule section of the railroad bridge have begun. Efforts have been made to ensure no parties have been overlooked in the notification process. A construction site visit with the Contractor and the Florida Inland Navigation District (FIND) occurred on April 8th.

Jupiter Lighthouse - Bureau of Land Management:

A letter was transmitted to the Bureau of Land Management (BLM) regarding planning for their Indian River shoreline stabilization. The letter indicates the Jupiter Inlet District's commitments to navigation, recreation, and environmental stewardship. It further encourages the BLM to "*maximize the continuation of the recreational activities traditionally available to the public along this shoreline.*"

Public Facility Report:

A Public Facility Report was transmitted to Palm Beach County in fulfillment of F.S. 189.415(2).

District-Relevant Permit Activity:

A 'Letter of No Objection' was issued by the United States Coast Guard to the Jupiter Inlet Foundation (JIF) for their proposed installation of informational buoys in Sawfish Bay. Staff will follow up to see if similar was issued for the area adjacent to the JID Mangrove Island project.

The United States Army Corps of Engineers notified us of a permit application to restore the historical boathouse structure located at the former Suni Sands property, 961 N. Hwy. A1A.

500 North Delaware Blvd (Taylor Property):

The Town of Jupiter solicited bids for the removal of exotic vegetation on the site. The quotes ranged from \$37,800 to \$98,850. The Town is not moving forward with performing this work.

Information Technology (IT) Service Provider:

Proposals were collected from three firms for IT support for the District. This will change our IT support to a service support, security, and network management model. This will also update our outdated software, information storage, and security systems.

Staff recommended engaging KDT Solutions as they had the best understanding of our needs, they are local to Jupiter, come highly recommended, and were the lowest cost at \$370 per month. The other quotes were \$420/month and \$1,250/month.

Following a discussion on the District's existing IT systems and needs, Chairman Gentile called for a **MOTION to engage KDT Solutions to support the District's IT needs**. Treasurer Davis so **MOVED**; Commissioner Martinez **SECONDED**. There being no further discussion, **the MOTION CARRIED unanimously**.

Truist Bank (formerly BB&T):

In updating our contact information, it was requested by Truist Bank that the Executive Director be authorized by the Board to receive information about our account, and for this authorization to be noted in the minutes. The Board will remain the only signatories for the account. Chairman Gentile called for a **MOTION to authorize Joseph Chaison, Executive Director to receive information regarding the Truist bank account**. Commissioner Martinez so **MOVED**; Treasurer Davis **SECONDED**. There being no further discussion, **the MOTION CARRIED unanimously**.

7. Engineer's Report

General Engineering

Jetty Observation

Taylor Engineering staff (Ken Craig) performed the monthly jetty condition assessment on April 13, and did not report on any significant changes from the prior assessment.

Jupiter Inlet Sand Trap

FDEP issued the Notice to Proceed (NTP) as expected on March 4, 2022. We then issued JID's NTP to Ahtna Marine and Construction Company (Ahtna) later that day. Ahtna began mobilization to the site on March 5, 2022 and began dredging on March 22, 2022. Work progressed quickly with the final day of dredging on April 3, 2022. We have held weekly project coordination calls with representatives of JID, Ahtna, Taylor Engineering, Palm Beach County,

FDEP, FWC, and Loggerhead Marine Life Center. Ahtna submitted daily construction progress reports and turbidity monitoring reports to Taylor Engineering for review and transmittal to FDEP's JCP Compliance group. Review of the preconstruction and post construction surveys indicate Ahtna placed approximately 71,000 cy on the beach south of the inlet.

The project team conducted a final walkthrough of the area on Tuesday April 12. All work, demobilization, and restoration were accepted as complete. Taylor recommended approval of Ahtna's final pay application.

Loxahatchee River Main Channel Maintenance Dredging

Taylor Engineering has coordinated with JID and Ahtna regarding mobilization. Ahtna has begun to stage earth moving equipment at the DMMA to prepare to receive dredged material. Dredging should begin in the next two weeks.

Loxahatchee River Mile 6 Gap Closure and Oxbow Restoration Maintenance

Taylor Engineering submitted the state and federal environmental permit applications to the South Florida Water Management District (SFWMD) and U.S. Army Corps of Engineers (USACE). SFWMD issued the environmental resource permit on November 4, 2021. The USACE issued a request for additional information (RAI) on December 8, 2021. Taylor Engineering completed a site visit to confirm site and natural resource conditions on December 22, 2021. Taylor Engineering submitted the completed RAI response to the USACE on February 2, 2022. The RAI response remains under review by the USACE.

8. Legal Report

Mr. Broome noted that he had nothing in addition to his April Legal Report.

9. Unfinished Business

Commissioner Fees

Mr. Chaison updated the Board on information requested regarding special district Commissioner Fees, anticipated costs, and the process for enacting the potential legislative update. Commissioner Martinez noted that he is in favor of moving forward with increasing Commissioner fees as it has not been done for over 20 years, but he would not prefer voting if the Board does not anticipate unanimity.

Vice Chair Howard noted that he had opposed the increase in 2002, and noted his concern of attracting future Commissioners whose interests were not solely focused on contributing toward the betterment of the Jupiter Inlet and Loxahatchee River systems. Vice Chair Howard also noted that if a vote is taken, for the sake of comity, he will support a motion. Chair Gentile noted his agreement with Vice Chair Howard that he did not feel that commissioners should be interested in serving for the sake of compensation.

Chairman Gentile called for a **MOTION to direct staff to undertake the process of updating the District's legislation to reflect an increase to the monthly Commissioner Fees from \$200 per month to \$500 per month.** Commissioner Whipple so **MOVED**; Commissioner Martinez **SECONDED**. There being no further discussion, **the MOTION CARRIED unanimously.**

10. New Business

Remote Working Policy

Vice Chair Howard noted that the District does not currently have a written policy regarding remote work. He noted that there is an expectation that the District offices be staffed during posted office hours. Vice Chair Howard also noted that equanimity in policy generally encourages harmony in the workplace. Chair Gentile described the policies used at his business, and made recommendations for the content of a JID policy. Vice Chair Howard noted that the policy should state that remote work requires special justifying circumstances, notification, and approval. Bill Broome noted that he and staff would draft a policy with input from Chair Gentile.

11. Commissioner Reports

Commissioner Whipple

Commissioner Whipple noted she and that other local elected officials were invited to participate in the opening of the new Lewis, Longman & Walker P.A. offices. Commissioner Whipple noted that she planned to use the opportunity to make suggestions to LLW regarding legislative updates for FASD members.

Commissioner Martinez

Commissioner Martinez confirmed with Ken Craig that an analysis of the ebb shoal and potential sediment influx would be a component of the recently discussed Inlet Study.

Vice Chair Howard

Vice Chair Howard requested that staff and counsel review the District's records compliance.

Treasurer Davis

Treasurer Davis updated the board regarding the Loxahatchee River Preservation Initiative meeting he had attended.

Chair Gentile

Chair Gentile discussed the hiring process and staff reporting structure established in JID policy. Chair Gentile noted that the board sets policy and hires the Executive Director, who in turn is tasked with hiring and managing staff. Chair Gentile also noted that the Economic Council of Palm Beach had attended a very fulfilling and informative workshop trip in March.

13. Next Meeting Date(s)

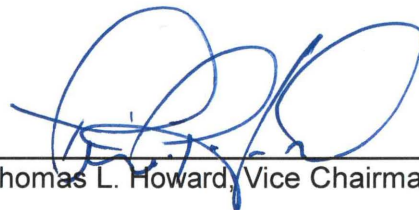
Regular Meeting – May 11, 2022

14. Adjournment

There being no further business before the Commission, Chairman Gentile called for a **MOTION to Adjourn**. Commissioner Martinez so **MOVED**; Treasurer Davis **SECONDED**. The **MOTION CARRIED UNANIMOUSLY**. The meeting was adjourned at 9:08 PM.



George G. Gentile, Chairman



Thomas L. Howard, Vice Chairman