



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Agenda

April 4, 2022
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. Call Meeting to Order

2. Approval of Minutes

Item # 2022-206

Approval of Minutes from Sundial meeting on February 28, 2022

3. Financial Report

Item # 2022-243

Sundial Financial Report March

4. Other Business

Item # 2022-218

Bid Opening for ITB 2022.04 8-Inch Bypass Pump for Sundial Utilities

5. Persons to Appear

6. Adjournment

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the City at least 48 hours before the meeting by contacting City Hall, 6738 Dixon Street, Milton, or by calling 983-5410.

"If any person decides to appeal any decision made by the board, agency, or commission, with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." FS 286.0105

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the City at least 48 hours before the meeting by contacting City Hall, 6738 Dixon Street, Milton, or by calling 983-5410.

If any person decides to appeal any decision made by the board, agency, or commission, with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. FS 286.0105



Approval of Minutes from Sundial meeting on February 28, 2022

MEETING DATE	PREPARED BY
April 4, 2022	Clerk's Office Stephen Ringl, IT Director



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Minutes

February 28, 2022
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. Call Meeting to Order

Meeting called to order at 05:32 PM.

Members Present:

Mayor Heather Lindsay
Council Member Ward I, Seat I Vernon Compton
Council Member Ward II, Seat I Shannon Rice
Council Member Ward II, Seat II Roxanne Meiss
Council Member Ward III, Seat I Robert Leek
Council Member Ward III, Seat II Jeff Snow
Council Member Ward IV, Seat I Shari Sebastiao
Council Member Ward IV, Seat II Casey Powell

Members Absent:

Council Member Ward I, Seat II Matt Jarrett

2. Approval of Minutes

Item # 2023-201

Approval of Minutes from January 31 meeting

ACTION:	Motion to Approve by Roxanne Meiss; second by Casey Powell; Motion Passed - 7:0
YEAS:	Vernon Compton, Shannon Rice, Roxanne Meiss, Robert Leek, Jeff Snow, Shari Sebastiao, Casey Powell
NAYS:	None
ABSTAIN:	None

3. Financial Report

Item # 2022-205

February Financial Report

ACTION:	Motion to Approve by Jeff Snow; second by Shari Sebastiao;
----------------	--

YEAS:	Motion Passed - 7:0 Vernon Compton, Shannon Rice, Roxanne Meiss, Robert Leek, Jeff Snow, Shari Sebastiao, Casey Powell
NAYS:	None
ABSTAIN:	None

4. Other Business

5. Persons to Appear

6. Adjournment

Meeting adjourned at 05:33 PM.



Sundial Financial Report March

MEETING DATE	PREPARED BY
April 4, 2022	Administration Department Heidi Sroka, Budget Coordinator

Sundial Utilities of Milton, Inc.

P. O. Box 909, Milton, FL 32572

Profit & Loss Statement

For the months as listed
and Fiscal Year to Date (FYTD)

CUSTOMER COUNT

854	861	858
-----	-----	-----

Income	January 2022	February 2022	March 2022	FYTD
*Sewer Revenue	\$ 29,847	\$ 38,334	\$ 38,246	\$ 213,851
Service Connect	\$ -	\$ -	\$ 1,453,108	\$ 1,453,108
Other Revenues	\$ -	\$ -	\$ 168,335	\$ 168,335
Other Sources (Transfers)	\$ -	\$ -	\$ -	\$ -
Total Income	\$ 29,847	\$ 38,334	\$ 1,659,689	\$ 1,835,294

Expenses

Professional Svcs.	\$ -	\$ -	\$ -	\$ -
Legal Counsel	\$ -	\$ -	\$ -	\$ -
Accounting & Auditing	\$ 270	\$ 270	\$ -	\$ 810
Bad Debt	\$ -	\$ -	\$ -	\$ 3,300
Communication Services	\$ -	\$ -	\$ -	\$ -
Postage and Shipping	\$ 116	\$ 187	\$ 151	\$ 787
Utilities-Wastewater	\$ 2,920	\$ 3,864	\$ 3,445	\$ 16,141
Insurance & Bonds	\$ -	\$ -	\$ 2,421	\$ 7,262
Repair & Maintenance-Wastewater	\$ 217	\$ 1,408	\$ 167	\$ 3,556
Repair & Maint. Lift Station	\$ -	\$ -	\$ -	\$ -
Repair & Maint. Damage Claim Repairs	\$ -	\$ -	\$ -	\$ -
Advertising/Promotional	\$ -	\$ -	\$ -	\$ -
Misc. Expenditures	\$ -	\$ -	\$ -	\$ -
Landfill Tipping Fee	\$ 1,988	\$ 900	\$ 975	\$ 8,601
Pipes, Valves & Fitting	\$ -	\$ -	\$ -	\$ -
Laboratory Service	\$ 357	\$ 1,043	\$ 238	\$ 2,919
Bank Charges	\$ -	\$ -	\$ -	\$ -
IT Expense	\$ -	\$ -	\$ -	\$ 6,934
Billing & Admin Fees	\$ -	\$ -	\$ -	\$ -
Fire Assessment Fees	\$ -	\$ -	\$ -	\$ 1,742
*W&S Fund Labor Fees	\$ -	\$ -	\$ -	\$ 20,000
Office Supplies	\$ -	\$ -	\$ -	\$ -
Operating Supplies-Wastewater	\$ 1,073	\$ 724	\$ 284	\$ 2,081
Lift Station Improvements	\$ -	\$ -	\$ -	\$ -
Machinery & Equipment / Misc.	\$ -	\$ -	\$ -	\$ -
*Debt Costs	\$ 17,910	\$ 17,910	\$ 17,910	\$ 107,460
Interest Expense	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 24,851	\$ 26,306	\$ 25,591	\$ 181,593

Profit/(Loss)	\$4,996	\$12,028	\$1,634,098	\$ 1,653,701
----------------------	----------------	-----------------	--------------------	---------------------

*Note: \$176,811 is not included in the numbers above. The W&S transfer is restricted per loan requirements.

*Note: Sewer Revenue above is actual for that month.

*Debt Costs are \$17,910 (1/12 of Annual Debt Payment of \$214,919.)



Agenda Item # 2022-218

Bid Opening for ITB 2022.04 8-Inch Bypass Pump for Sundial Utilities

MEETING DATE

April 4, 2022

PREPARED BY

Diane Ebentheuer, Purchasing
Agent/Risk Manager

BACKGROUND

The City solicited bids for purchase of an 8-inch Bypass Pump for Sundial Utilities.

SUMMARY

Bid opening was held 02/23/2022. 5 bids were received ranging in price from \$61,852.00 to \$97,630.00

RECOMMENDATION

Staff have reviewed the 5 submitted bids and recommend award to Goforth Williamson, Inc. (A.K.A. Gilbert Pump & Mechanical) in the amount of \$67,750. The low bidder did not meet the specifications.

ATTACHMENTS

1. 2022.04 BID TAB 8inchBypassPumpwith links
2. 2022.04 Staff Recommendation to Goforth Williamson LLC



Agenda Item # 2022-218

Bid Opening for ITB 2022.04 8-Inch Bypass Pump for Sundial Utilities

MEETING DATE

April 4, 2022

PREPARED BY

Diane Ebentheuer, Purchasing
Agent/Risk Manager

BACKGROUND

The City solicited bids for purchase of an 8-inch Bypass Pump for Sundial Utilities.

SUMMARY

Bid opening was held 02/23/2022. 5 bids were received ranging in price from \$61,852.00 to \$97,630.00

RECOMMENDATION

Staff have reviewed the 5 submitted bids and recommend award to Goforth Williamson, Inc. (A.K.A. Gilbert Pump & Mechanical) in the amount of \$67,750. The low bidder did not meet the specifications.

ATTACHMENTS

1. 2022.04 BID TAB 8inchBypassPumpwith links
2. 2022.04 Staff Recommendation to Goforth Williamson LLC



BID TABULATION

02/23/2022 2:00 p.m.

Present for the City of Milton:

Diane Ebentheuer
Michele Williams
Curtis Krebs
Joe Cook

Purchasing Officer
Purchasing Assistant
Chief Financial Officer
Public Works Director

Others in attendance:

Stephen Kidler

Hydra Services, Inc.

Bid opening was held at 2:00 p.m. The purpose of the meeting was to receive bids for the following solicitation:

ITB 2022.04 8-Inch Bypass Pump for Sundial Utilities

(Click on name to view submittal)

1	Pat's Pump & Blower, LLC	\$61,852.00
2	Goforth Williamson, Inc (Gilbert Pump & Mechanical)	\$67,750.00
3	Holland Pump Company	\$81,238.00
4	Wastewater Solutions, LLC	\$85,268.00
5	Hydra Service, Inc.	\$97,630.00

From: Joe Cook
Sent: Tuesday, March 8, 2022 11:20 AM
To: Diane Ebentheuer
Cc: Randy Jorgenson
Subject: 8" Pump for Sundial

Diane,

I recommend the bid for the Sundial 8" pump go to the second bidder Goforth Williamson LLC (Gilbert Pump and Mechanical) of Fort Walton Beach Florida. The low bidder did not meet the specifications.

They did not include:

1. 5 References of pump users 1.2.4
2. Parts warehouse within 50 miles 1.2.5
3. Pump shall be completely enclosed 1.3.6

Under Florida's public records laws, the City of Milton's emails may be considered public record and subject to inspection or disclosure to the public. If you do not wish to have your emails possibly disclosed to the public, please do not communicate with the City of Milton through email.