

**CEDAR KEY WATER & SEWER DISTRICT  
P.O. BOX 309 / 510 THIRD STREET  
CEDAR KEY, FL 32625**

**Minutes of Regular Meeting  
Board of Commissioners  
October 15, 2018**

Board Members Present: Joe Hand, Stephen Rosenthal, Leslie Sturmer, Chris Reynolds.

Others Present: John McPherson.

1. Meeting called to order at 5:00 p.m., by Stephen Rosenthal, Chair.
  2. Pledge and Prayer.
  3. Adoption of Agenda. The General Manager requested that a bill adjustment request by Seahorse Landing Condominium be added to the agenda. **Motion** by Chris Reynolds to adopt the agenda with the requested addition. **Second** by Joe Hand. Passed by a vote of 4-0.
  4. Public Input. Public input was requested but none was provided.
  5. Approval of Minutes. **Motion** by Leslie Sturmer to accept the minutes of the September 10 and September 24, 2018, meetings as presented. **Second** by Joe Hand. Passed by a vote of 4-0.
  6. Financial Reports. Budget, Balance Sheet, Checkbook Activity, Past Due Accounts, and Employee Leave reports were presented for review. These reports as presented were accepted by consensus.
  7. Bill Adjustments:
    - A request by Khan Dhin from \$106.88 to \$81.66 due to a garden hose left running for a long period.
    - A request by George Sakellarios from \$270.71 to \$175.31 due to a garden hose left running for a long period.
    - A request by Amber Statham from \$729.44 to \$404.18 due to a garden hose left running for a long period.
- Motion** by Joe Hand to approve the three above adjustments as meeting the standards for adjustments. **Second** by Chris Reynolds. Passed by a vote of 4-0.
- A request by Seahorse Landing Condominium Association from \$256.47 to \$168.74 due unintended use of District water for a purpose that did not go through the wastewater

system. The General Manager requested that the Board waive the usual limitation on more than one request within a 3-year period as an incentive to get Seahorse Landing to immediately alleviate a potentially harmful cross connection with a well system. **Motion** by Leslie Sturmer to waive the 3-year limitation and approve the request. **Second** by Joe Hand. Passed by a vote of 4-0.

8. General Manager Report.

a. *Water Plant Issues.*

- (1) Disinfectant Byproducts: The GM reported that as a result of the excellent results from the most recent DBP testing, the District is now within the annual averaged limits so that no further notices will need to go out.
  - (2) TwinOxide: The GM reported that the State approved the amendment to the 2016 Legislative Appropriation so that the District will have funds to pay for the re-test of chlorine dioxide, and that this source of funding is reflected in the final budget. The GM presented a proposed agreement between TwinOxide and CKWSD for the Board's review, and recommended approval. He explained that by this agreement TwinOxide agreed to lower the rental fee and chemical prices as an adjustment for the costs incurred by the District during the first pilot test. **Motion** by Chris Reynolds to authorize the General Manager to execute the agreement as presented. **Second** by Joe Hand. Passed by a vote of 4-0.
- b. *Wastewater Treatment Plant Permit Renewal.* The GM reported that Tim Norman has submitted the application to DEP which has requested additional information relating to the infiltration disposal system at the water tower site. Tim has provided the additional information and we are awaiting DEP's response.
- c. *Wastewater Bridge Lines Directional Drills.* The GM reminded the Board that the Suwannee River Water Management District has awarded the District a RIVER grant in the amount of \$90,000 for the Bridge 1, 2 and 3 directional drills with the required match placed in the 2018-2019 budget. The GM presented a proposed Task Order and Letter of Agreement with Mittauer Associates for the Board's review. **Motion** by Leslie Sturmer to authorize the General Manager to execute the Task Order and Letter of Agreement as presented. **Second** by Chris Reynolds. Passed by a vote of 4-0.
- d. *Water Tower.* The GM reported that Utility Service Group will be doing the interior washout on December 5, and that this will require that the tower be taken off line and the high service pumps, combined with a relief valve, be used to maintain pressure.
- e. *Interlocal Agreement with City.* The GM reminded the Board that at the last meeting it had approved a draft agreement with amendments addressing rental payments for communication antennas, and water rates to be charged to the City. He stated that he had heard back from the City that the provision relating to the rental payments was not well received by the City, and the City has suggested that negotiations be terminated. After

discussion, with the Board making it clear that the rental provision was meant to be negotiable, the GM was directed to make an effort to revive negotiations with the City.

f. *Groundwater Levels.* The GM presented the following groundwater levels to the Board:

DATE	ROSEWOOD	SUWANNEE	NOTE
1.1.12	7.62	1.64	6 months before saltwater intrusion
5.23.12	6.67	-.54	Near start of intrusion event
8.1.12	9.76	3.76	Near end of intrusion event
1.1.17	9.88	2.99	Start of 2017
1.1.18	10.46	3.53	Start of this year
9.4.18	11.78	5.00	Previous reading
9.30.18	11.64	4.18	Current

g. *Hurricane Michael.*

- (1) The GM reported that James, Billy and Gabe did an excellent job of keeping the system intact and operational throughout the storm. The GM explained the current procedures for keeping the wastewater plant operational involving the carefully timed turning off and back on of the lift stations to avoid a rush of damaging saltwater going through the plant. With regard to potable water, the GM reported that the water on Dock Street was turned off because water pipes there always suffer damage, and that a boil water advisory was put into effect and lifted when the bacteriological testing came back negative. He stated that water to the rest of the system was left on during the storm, and that more descriptive public notices would go out in the future regarding water shut off during storms.
- (2) The GM reported that administrative staff were required to go home due to evacuation orders on October 10 and 11, and so were paid for the hours which they were required to miss in line with past practice. The Board ratified this payment to the administrative staff as being consistent with past practice.

h. *Credit Card Authorization.* The General Manager requested authorization to apply for a District business credit card from Drummond Bank. **Motion** by Leslie Sturmer to authorized the General Manager to apply for a business credit card in the name of the District from Drummond Bank with a limit of \$2,000. **Second** by Joe Hand. Passed by a vote of 4-0.

10. Commissioner Comments: Commissioner Rosenthal raised the question whether the District should provide aid to other utilities damaged by Hurricane Michael. The GM reported that he had discussed this with James McCain and it was their conclusion that it would be too risky for the District to send its only portable generator and/or portable pump to the Panhandle for an indefinite period of time. The Board agreed and expressed regret that assistance cannot be provided where it is badly needed.
11. Public Input: Public input was requested but none was provided.
12. Adjournment: There being no further business to conduct, the meeting was adjourned at 6:10 p.m.

  
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Stephen Rosenthal, Chairperson

  
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Leslie Sturmer, Commissioner &  
Secretary of the Board

Date: 11/12/18