

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

**Minutes of Regular Meeting
Board of Commissioners
October 9, 2017**

Board Members Present: Dottie Haldeman, Joe Hand, Stephen Rosenthal, Leslie Sturmer, Chris Reynolds (by telephone).

Others Present: John McPherson.

1. Meeting called to order at 5:00 P.M.
2. Pledge and Prayer.
3. Adoption of Agenda. **Motion** by Stephen Rosenthal to adopt agenda as published. **Second** by Joe Hand. Passed by a vote of 5-0.
4. Public Input. Public input was requested but none provided.
5. Approval of Minutes. **Motion** by Stephen Rosenthal to accept minutes of the September 6, 2017, and September 18, 2017, meetings, as submitted. **Second** by Joe Hand. Passed by a vote of 5-0.
6. Financial Reports. Budget, Balance Sheet, Checkbook Activity, Past Due Accounts, and Employee Leave reports were presented for review. **Motion** by Leslie Sturmer to accept financial reports as submitted. **Second** by Stephen Rosenthal. Passed by a vote of 5-0.
7. Bill Adjustments
 1. John C. Spivey requested an adjustment from \$1,044.72 to \$570.71 resulting from a broken pipe in his yard.
 2. Frank Patillo requested an adjustment from \$163.66 to \$112.67 resulting from leaving a hose running outdoors overnight.

Motion by Leslie Sturmer to approve both adjustments as the meeting requirements for such adjustments. **Second** by Stephen Rosenthal. Passed by a vote of 5-0.
8. Resolution No: 2017-08

A RESOLUTION OF THE CEDAR KEY WATER AND SEWER DISTRICT
AMENDING RATES FOR WATER AND SEWER CHARGES; PROVIDING
INSTRUCTIONS TO THE CODIFIER; AND ESTABLISHING AN
EFFECTIVE DATE.

The Resolution was read by short title by the General Manager. **Motion** by Stephen Rosenthal to adopt Resolution 2017-08 as presented. **Second** by Chris Reynolds. Passed by a vote of 5-0.

9. Resolution No: 2017-11

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CEDAR KEY WATER AND SEWER DISTRICT; AMENDING THE LEVELS OF ANNUAL LEAVE EARNED PER YEAR OF EMPLOYMENT; AND ESTABLISHING AN EFFECTIVE DATE.

The Resolution was read by short title by the General Manager. **Motion** by Leslie Sturmer to adopt Resolution 2017-08 to with the following changes:

- The days earned per year for the first year of employment shall be 8.
- The days earned for the second year of employment shall be 9.
- The days earned for the third through seventh year of employment shall be 10.
- The days earned for the eighth through twelfth shall be 15.
- The days earned for the thirteenth year and beyond shall be 20.

Second by Stephen Rosenthal. Passed by a vote of 5-0.

10. General Manager Report.

- a. *Deep Well Construction.* The GM reported that the plans have been completed and the Request for Bids has been advertised with October 31st the deadline for submission.
- b. *TwinOxide.* The GM reported that due to additional problems relating to future compliance with DEP requirements, there has been another suspension of the test. He explained that the problems have to do with the injection point at the water plant and the requirement that full residuals be maintained for both chlorine and chlorine dioxide. He reported that TwinOxide representatives are working with DEP on these issues and that it is hoped that the test can restart soon.
- c. *State Road 24 Water Main Crossing.* The GM reported that he has obtained a quote from one of the directional drillers who are in town and mobilized for the airport bridge work.
- d. *Hurricanes.* The GM reported that the District finally got the Public Assistance reimbursement from FEMA and the State for a total amount of \$56,872, and that with the insurance claim, the amount received to cover Hermine damages totaled \$107,750. He also provided to the Board a comparison of the District's experiences with Hermine and Irma, with notes about lessons learned.
- e. *Staffing.* The GM reported that the deadline for the second advertising at the higher hourly rate has passed without getting a qualified and willing applicant for the Technician position. He suggested to the Board that the District explore the option of contracting with a company that provides utility operator services and to explore

ways of contracting out work that a technician would do, e.g., lawn mowing. The Board agreed to this approach for now.

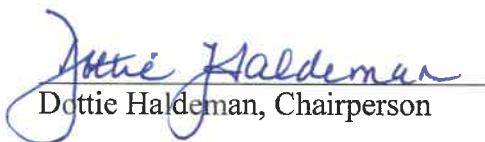
- f. *Salary Adjustments.* The GM reminded the Board that salary increases of 3% for James, Ann and Alicia, and \$1.50/hour for Billy, and a contract increase for the GM from \$4,250 to \$4,500, were included in the budget, but should be approved explicitly by the Board. **Motion** by Leslie Sturmer to approve the salary and contract increases as set forth above. **Second** by Chris Reynolds. Passed by a vote of 5-0.
- g. *Maintenance Contracts with Ring Power.* The GM reminded the Board that the 2017-2018 Budget includes funds for entering into maintenance contracts with Ring Power for the District's three electric generators, and that the Board needed to approve the actual contracts. **Motion** by Stephen Rosenthal to approve the three contracts with Ring Power for generator maintenance services as presented. **Second** by Joe Hand. Passed by a vote of 5-0.
- h. *Telemetry Change.* The GM presented the Board with a proposal from TCSS to change the way the water plant communicates with the water tower and the well field. He explained that the District currently uses AT&T circuits which are a constant problem with the circuits themselves and with lightning knocking out the hardware. He further explained that the proposal from TCSS is to switch from AT&T land lines to Verizon cell service, and recommended that Board accept that proposal. **Motion** by Stephen Rosenthal to accept the proposal from TCSS as presented. **Second** by Joe Hand. Passed by a vote of 5-0.
- i. *Request by Charter Communications.* The GM presented to the Board a request by Charter Communications, the current cable provider for Cedar Key, to place a new antennae within the area at the water tower site leased by Charter. He stated that the proposed location does not interfere with any District facilities or activities on the site. **Motion** by Leslie Sturmer to approve the request by Charter Communications as presented. **Second** by Stephen Rosenthal. Passed by a vote of 5-0.
- j. *City Solid Waste Billing Procedures.* The GM provided the Board with the Interlocal Agreement between the City and District relating to solid waste billing. He noted that the agreement seems to provide that the District's late fee would be applied to situations where only the solid waste billing is late, but that this has not been happening in the past. He stated that the City was now requesting that the late fee be imposed when only the solid waste is late as a way to help create an incentive to pay late solid waste bills. He further explained that the City was not requesting that the late fee be paid to the City, but rather that the District collects the fee and keeps it as set forth in the Agreement. The Board had no objection to complying with the City's request.
- k. *Line of Credit.* The GM reported that the District has made one withdrawal on the line of credit to help pay for office repairs while waiting for FEMA reimbursements in the amount of \$16,500, and that the interest rate is 3%. The Board directed the GM to pay down the line of credit to \$100 so as to leave a balance to help ensure that the line stays in place for future use.

1. *Groundwater Levels.*

The GM reported that groundwater levels (NGVD) at the Lower Suwannee Refuge and Rosewood monitoring wells are as follows:

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 this year
9.5.17	10.32	3.45	1 month ago
10.3.17	10.24	3.59	Current

11. Commissioner Comments: None stated.
12. Public Input: None provided.
13. Adjournment: There being no further business to conduct, the meeting was adjourned at 6:35 p.m.


Dottie Haldeman, Chairperson


Leslie Sturmer, Commissioner &
Secretary of the Board

Date: 11/17/17