

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

**Minutes of Regular Meeting  
Board of Commissioners  
November 12, 2018**

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

Others Present: John McPherson.

1. Meeting called to order at 5:00 p.m., by Dottie Haldeman in the absence of Stephen Rosenthal, Chair.
2. Pledge and Prayer.
3. Adoption of Agenda. **Motion** by Leslie Sturmer to adopt the agenda as presented. **Second** by Joe Hand. Passed by a vote of 4-0.
4. Public Input. No member of the public attended the meeting.
5. Approval of Minutes. **Motion** by Chris Reynolds to accept the minutes of the October 8, 2018, meeting as presented. **Second** by Joe Hand. Passed by a vote of 4-0.

[Stephen Rosenthal arrives at 5:10 p.m. and takes over duties of Chair.]

6. Financial Reports. Budget, Balance Sheet, Checkbook Activity, Past Due Accounts, and Employee Leave reports were presented for review. **Motion** by Joe Hand to accept the financial reports as presented. **Second** by Chris Reynolds. Passed by a vote of 5-0.
7. Bill Adjustment: A request by Big Deck Raw Bar from \$1,705.47 to \$1,096.96 due to a pipe leak on the exterior of the building. **Motion** by Leslie Sturmer to approve the adjustment as meeting the standards for adjustments. **Second** by Chris Reynolds. Passed by a vote of 5-0.
8. General Manager Report.

*a. Water Plant Issues.*

- (1) Disinfectant Byproducts: The GM reported that even though the District is in compliance so that quarterly notices are not required, the District remains on a quarterly testing schedule, and that samples were taken during the first week of November.
- (2) TwinOxide: The GM reported that the application for DEP authorization to proceed with the second TwinOxide test is to be submitted soon.

- 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 reported that he is waiting for final execution of the contract with SRWMD for the RIVER funds, after which Tim Norman will begin the design work.
- d. *Water Tower.*
- (1) 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.
  - (2) The GM presented information from NextEdge for placement, on one of the tower's vertical supports, of a small device that is needed to ensure military access to cell service. He noted that this will not interfere with our ability to place cell phone antennas on the railing, and it will bring in a small income each year. He presented a draft lease with NextEdge and requested authorization from the Board to execute it. **Motion** by Dottie Haldeman to authorize the General Manager to execute the lease agreement with NextEdge. **Second** by Chris Reynolds. Passed by a vote of 5-0.
- e. *Employee Requests.*
- (1) The GM reported that Alicia has requested that she be allowed to cash in 20 hours of vacation time in order to make a needed car repair. He reported that she has 41.5 hours of vacation time available and that Section 2.05 D of the Code provides: "At the discretion of the Board, salary may be paid in lieu of annual leave." **Motion** by Dottie Haldeman to grant the request. **Second** by Leslie Sturmer. Passed by a vote of 5-0.
  - (2) The GM reported that James, Billy and Gabe have requested 8 hours of regular pay to compensate for having to work during the hurricane while office staff was off with pay. After discussion, it was proposed that 8 hours of annual leave be provided instead of the requested 8 hours of pay. **Motion** by Dottie Haldeman to give James, Billy and Gabe an extra 8 hours of annual leave as compensation for unusual work during Hurricane Michael. **Second** by Leslie Sturmer. Passed by a vote of 5-0.
- f. *Website Accessibility.* The GM reported that under federal and state accessibility laws, the District's website, which is a service of the District, must be accessible to all, including those that are hearing or sight impaired. He noted that the need to make websites accessible has been highlighted by lawsuits filed against various local governments alleging violations of the ADA due to the inaccessibility of the local government's website. He stated that he is working with Matt Chatowsky here in Cedar Key who does website development work and that the following notice has been posted on the District's website:

The Cedar Key Water and Sewer District is in the process of working with an ADA accessibility consultant to assess our website's accessibility, and will be undertaking efforts to identify and address areas needing improvement. We will be working to enhance accessible features of the website, and welcome your comments and insights, including any accessibility problems you encounter. Please contact John McPherson, General Manager, at [john@ckwater.org](mailto:john@ckwater.org) or 352-317-7431.

g. *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                  |
| 9.30.18  | 11.64    | 4.18     | Previous reading                    |
| 11.05.18 | 10.98    | 3.22     | Current                             |

10. Commissioner Comments:

- Commissioner Haldeman asked whether the District was going to have a holiday party in conjunction with the December Board meeting as has been done in the past. After discussion it was agreed that the General Manager would talk with staff to see if they wanted to have such a party. The GM was also authorized to purchase holiday turkeys for the staff as has been done in the past.
- Commissioner Sturmer suggested that something be done in appreciation of the assistance DOT provided to the District in drilling the pipelines for the airport bridges. The Board agreed that this was a good idea and Commissioner Sturmer was going to follow up with the Aquaculture Association on what might be done.

11. Public Input: No member of the public attended the meeting.

12. Adjournment: There being no further business to conduct, the meeting was adjourned at 6:00 p.m.

  
Stephen Rosenthal, Chairperson

  
Leslie Sturmer, Commissioner &  
Secretary of the Board

Date: 12/10/18