

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

**Minutes of Regular Meeting  
Board of Commissioners  
December 11, 2017**

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

Others Present: John McPherson, Susan Rosenthal, Mack Cox.

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. Mack Cox stated the office renovations looked very nice.
5. Approval of Minutes. **Motion** by Stephen Rosenthal to accept minutes of the November 13, 2017, regular meeting 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. The General Manager addressed several issues. **Motion** by Leslie Sturmer to accept financial reports as submitted. **Second** by Stephen Rosenthal. Passed by a vote of 5-0.
7. Bill Adjustment. A request by Robert Robinsen was pulled by request of the customer. A request by Eric Stratham was delayed until the next meeting due to an incomplete application.
8. General Manager Report.
  - a. *Deep Well Construction.* The GM reported that Tim Norman and he had met with DEP officials in Jacksonville to discuss alternatives to deep well injection for disposal of RO concentrate discharge if the RO would be used only for temporary, emergency purposes when saltwater intrusion was an issue. The GM reported that the DEP officials expressed the opinion that under these circumstance a combination of onsite pond storage with overflow to a surface water discharge at Number 4 channel would probably be allowable under DEP rules.

The GM asked for Board input on the following:

- The overall change in direction for the new water treatment plant from full-time membrane treatment to lime softening with RO backup in case of saltwater intrusion.
- Exploring the possibilities of using a combination of pond storage and surface water discharge for the temporary, emergency RO concentrate discharge.

The Board expressed general agreement with the change in direction in light of the results of the pilot testing of the membranes, and asked that more information about the impact of the surface water discharge be brought back for discussion. Leslie Sturmer emphasized the need to include the shellfish industry in the discussions about the discharge.

- TwinOxide.* The GM reported that TwinOxide is working with DEP to develop new procedures for the pilot test period, and that the District should be getting a letter from DEP with the new procedures soon.
- State Road 24 Water Main Crossing.* The GM reported that he received a quote from TB Landmark, which is doing the directional drilling for the airport bridges, in the amount of \$9,085. Since this is within the budgeted amount of \$10,000, he reported that he will be working on getting a contract to have this work done.
- Budget Amendment.* The General Manager reported that the amount he used for Carry Over income in the current budget was too low for the following reasons:
  - Certain expenditures that were to take place before the start of the new fiscal year were delayed and will fall within the current budget.
  - Beyond that, he was simply too conservative in the estimate of the carry over amount.

He reported that the carry over amount put in the current budget was \$10,000, while the actual amount available at the end of the year was \$126,620. He presented a draft budget amendment to account for the additional available funds, which would include the following proposed purchases:

- TwoFold Water contract.
- New chlorine analyzer at water treatment plant.
- Spare parts for lime equipment at water treatment plant.
- Additional work and upgrades to the water telemetry system.

After discussion, the Board directed the GM to make changes and corrections to the budget, including the above expenditures, and to bring back a budget amendment resolution to the next meeting.

- e. *Staffing.* The GM reported that the new employee, Gabe Doty, was doing a good job and should be a good long-term employee. The GM reported that Mr. Doty had just had a drug test 3 months ago and asked whether the District should rely on that test and forgo a re-test. The Board agreed that this would be OK if the test results could be obtained for our files.

The GM also presented to the Board the following issues relating to the 90-day probationary period:

- Under the District’s policies a new employee is required to pay for health insurance during the 90-day probationary period.
- Under the District’s policies a new employee does not accrue sick leave during the 90-day probationary period.

The GM expressed the opinion that a probationary employee should not have to pay for health insurance and should not be denied sick leave accrual, and requested the Board waive these provisions for Gabe Doty. **Motion** by Dottie Haldeman to treat Gabe Doty as a regular employee for purposes of sick leave and health insurance and that the General Manager should prepare a resolution clarifying the District’s regulations on these matters. **Second** by Joe Hand. Passed by a vote of 5-0.

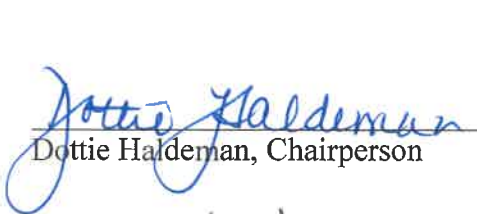
Finally, the GM reported that TwoFold Water and he had prepared a draft contract for TwoFold Water to provide supplemental and backup operator services. The proposal would be for an operator to be onsite for a half day each week, at a rate of \$300 per visit, and that TwoFold would be available to provide back-up operator services at the rate of \$450 per day. **Motion** by Leslie Sturmer authorizing the chair to sign the proposed contract with Two-Fold as presented. **Second** by Stephen Rosenthal. Passed by a vote of 5-0.

- f. *CKHS Yearbook.* The GM asked for direction on whether to place a congratulatory ad in the CKHS yearbook. The Board agreed that a \$50 congratulatory ad should be placed.
- g. *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
11.7.17	10.44	3.21	1 month ago
12.5.17	10.25	3.30	Current

9. Commissioner Comments: None.
10. Public Input: Public input was requested but none was provided.
11. Adjournment: There being no further business to conduct, the meeting was adjourned at 6:00 p.m.

  
 Dottie Haldeman, Chairperson

  
 Leslie Sturmer, Commissioner &  
 Secretary of the Board

Date: 1/8/18