

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

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

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

Others Present: John McPherson, Mack Cox, Jim Wortham.

1. Meeting called to order at 5:00 p.m., by Dottie Haldeman, Chair.
2. Pledge and Prayer.
3. Adoption of Agenda. **Motion** by Stephen Rosenthal to adopt agenda as published, with the addition of a bill adjustment request by Richard Rains. **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 Stephen Rosenthal to accept minutes of the January 8, 2018, regular meeting as submitted. **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. 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 4-0.
7. Bill Adjustments. The Board reviewed the following requests:
 - A request by Granville Petrie for an adjustment from \$302.25 to \$185.59 resulting from a leak in an exterior ice machine where the water did not go through the wastewater system.
 - A request by Richard Rains for an adjustment from \$197.42 to \$131.59 resulting from a broken water line on an exterior clam raceway where the water did not go through the wastewater system.

Motion by Stephen Rosenthal to approve both of the adjustment requests as meeting the requirements of District regulations. **Second** by Dottie Haldeman. Passed by a vote of 4-0.

8. General Manager Report.

- a. *Water Plant Issues.* The GM reported that the DEP hold on chlorine dioxide, including the District's application to use TwinOxide, remains in effect, and that the reverse osmosis system continues to be used as a way to reduce DBPs. He reported that due to less than ideal conditions for running RO, the District would need to purchase a supply of replacement membranes. He presented a proposal from Harn RO for the purchase of 36 membranes at \$200 per membrane. **Motion** by Leslie Sturmer to approve the purchase of the membranes. **Second** by Stephen Rosenthal. Passed by a vote of 4-0.

The GM reported that Tim Norman has submitted a proposal to DEP to try hydrogen peroxide as an oxidant to further reduce DBPs. Used of hydrogen peroxide has worked well in High Springs to reduce DBPs.

The GM presented the format for the notice that will need to be given regarding our DBP readings for last year which exceeded state standards when averaged over the year. He reviewed the options for disseminating the notice, i.e., hand delivery, publication in a newspaper, or mailing to each customer, and the Board directed the GM to use the mailing option. The GM also presented a cover letter that he suggested go with the official DEP notice to help explain the situation and what the District has done to lower DBP levels. The Board directed the GM to include the cover letter with the notice and have it signed by the GM, James McCain, and each Board member.

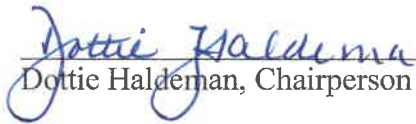
Finally, the GM reported that Tim Norman and he had met with Rural Development about the status of our funding approval, and that so far RD is OK with the delay and the money should still be available to fund whatever kind of treatment plant we choose to build.

- b. *Bridge Work.* The GM reported that all four directional drills, two water and two wastewater, for the airport bridges have been completed, connected, and placed in service.
- c. *State Road 24 Water Main Crossing.* The GM reported that the directional drill across SR 24 had been completed by TB Landmark, and that a subcontractor had been used to make the connection. He reported that the connection was more expensive than anticipated which has resulted in a cost overrun for the project.
- d. *Next Edge.* The GM reported that the District has been asked by the Next Edge Networks company if it could put a device on a railing of the water tower. He stated that he had asked for additional information regarding the public and governmental benefit of the proposed installation, but had not heard back from Next Edge to date. He suggested that this item be returned to at the next meeting if more information from Next Edge was received.

- e. *Staffing.* The GM reported that Gabe Doty is working out very well and should become a regular full-time employee on March 1. He also reported that Todd Hubbard with TwoFold Engineers did his first half-day stint on February 6 and James McCain was very happy with his assistance.
- f. *Groundwater Levels.* The GM presented the following ground water levels for the monitoring wells near Rosewood and the Lower Suwannee Refuge:

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
1.2.18	10.28	3.53	1 month ago
2.7.18	10.64	4.05	Current

- g. *General Manager Position.* The GM raised the possibility of advertising for a general manager with a background in utilities consistent with the District's job description for general manager. The Board asked the GM manager to work with Todd Hubbard with regard to providing this expertise, and directed the GM to suggest a revision to the job description to be considered at the next meeting.
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 6:50 p.m.


Dottie Haldeman, Chairperson


Leslie Sturmer, Commissioner &
Secretary of the Board

Date: 3/12/2018