

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

**Minutes of Regular Meeting
Board of Commissioners
April 10, 2017**

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

Others Present: John McPherson, Mac Cox, Steve Rosenthal, Sue Colson, Frank Wellinger, Mo Wellinger, Robert Beauchamp.

1. Meeting called to order at 5:00 P.M.
2. Pledge and Prayer.
3. Adoption of Agenda. **Motion** by Chris Reynolds to adopt agenda as presented. **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 Chris Reynolds to accept minutes of the March 13, 2017, regular meeting, as submitted. **Second** by Joe Hand. Passed by a vote of 4-0.
6. Capital Facilities Charge Issues:
 - a. City Commissioner Sue Colson addressed the Board on behalf of the City of Cedar Key. She reported that the bathroom facilities at the City Marina were completed, but that the payment of capital facilities charges to the District was pending. She requested a waiver based on the many benefits provided to the District by the City over the years, and the financial difficulties faced by the City as a result of Hurricane Hermine. No action was taken by the Board.
 - b. Frank Wellinger addressed the Board on behalf of Low Key Hideaway. He reported that he wanted to move ahead with adding 6 new RV sites to Low Key Hideaway, but that the payment of capital facilities charges to the District was pending. He correctly stated that the District general manager had determined that an RV site is most like a “motel room with kitchenette” on the capital facilities table at Section 4.04 of the District’s codified resolutions. As such, the amount due for the 6 RV sites would be \$1,440 which Mr. Wellinger felt was excessive given the nature of RV use. He asked the Board for reconsideration of this amount. The Board took no action.
 - c. The General Manager addressed the Board and stated that there were two issues regarding the collection of capital facilities charges at this time. First, there may not be sufficient growth to support an impact fee at this time. Second, it had been many years since the study supporting the fee amounts had been updated. He presented a draft resolution that would suspend the collection of capital facilities

charges. After discussion, the Board directed the General Manager to place the resolution on the next agenda, and hold in abeyance the collection of fees from the City and Low Key Hideaway.

7. Financial Reports. Budget, Balance Sheet, Checkbook Activity, Past Due Accounts, and Employee Leave reports were presented for review. The General Manager went over certain lines that had apparent discrepancies. The reports were accepted as submitted.
8. Robert Beauchamp presented the annual audit prepared by Carr, Riggs & Ingram. He reviewed highlights of the audit and said it all looked good. The following resolution was presented to the Board:

RESOLUTION NO: 2017-02

A RESOLUTION OF THE CEDAR KEY WATER AND SEWER DISTRICT APPROVING FINAL AUDIT AS PRESENTED TO THE BOARD AT ITS REGULAR MEETING ON APRIL 10, 2017; AND ESTABLISHING AN EFFECTIVE DATE.

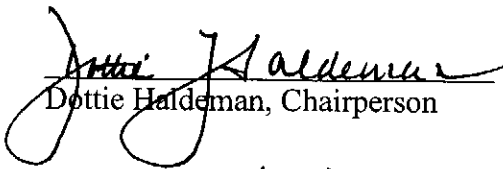
Motion by Leslie Sturmer to approve Resolution 2017-02. **Second** by Chris Reynolds. Passed by a vote of 4-0.

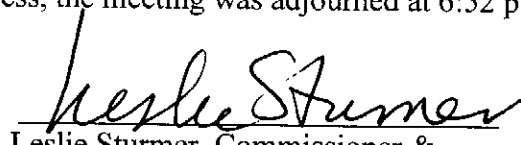
9. General Manager Report:
 - a. *New Water Plant: Design and Construction.*
 - (1) Diatomaceous Earth: The GM reported that further testing had also failed.
 - (2) Deep Well: The GM reported that engineering and confirmation of funding are proceeding.
 - (3) Pilot Testing: The GM reported that the District received \$25,000 in reimbursement for the pilot testing from the 2016 Special Legislative Appropriation, and that this covered most of the costs; the remainder will be reimbursed as part of the overall project funding.
 - b. *Hurricane Hermine: Office Repair.* The GM reported that repairs on the office commenced on April 3, 2017, by Dreyer's. The Board approved the sample paint color on the wall and requested that the chair railing be painted white. After reviewing the options for the floor, the Board asked the GM to look into tile instead of painting the concrete. The GM presented quotes from Dreyer's for doing various repairs to the exterior of the office building. **Motion** by Chris Reynolds to have Dreyer's repair the rear window sills and replace the rear windows at a quoted cost of \$3,566.27. **Second** by Leslie Sturmer. Passed by a vote of 4-0.
 - c. *TwinOxide.* The GM reported that the TwinOxide company is building the equipment and Tim Norman is working on the permitting. It is hoped that installation will commence within the next few weeks.

- d. *State Road 24 Water Main Crossing.* The GM reported that a contract had been signed with Mittauer and Associates to do the engineering and permitting for this crossing, and that it continues to be his hope that this work will be done at the same time as the directional drilling on the airport bridges.
- e. *Job Vacancy.* The GM reported that 3 applications had been submitted and that he and James will be reviewing them.
- f. *Groundwater Levels.* The GM provided the following groundwater levels to the Board for the Rosewood and Fowlers Bluff monitoring wells:

DATE	ROSEWOOD	FOWLERS	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
3.7.17	9.18	2.68	1 Month Ago
4.2.17	9.075	2.119	
4.9.17	8.96	2.36	Current.

- g. *Purchase.* The GM reported that the chlorine analyzer for the WWTP was very old and was no longer functioning reliably as required by DEP rules. He requested approval to purchase a new analyzer from Hach for \$5,012. **Motion** by Chris Reynolds to approve the purchase of a new Hach chlorine analyzer for the WWTP. **Second** by Joe Hand. Passed by a vote of 4-0.
10. Commissioner Comments. There were no Commissioner comments.
 11. Public Input. Public input was requested but none was provided.
 12. There being no further business to address, the meeting was adjourned at 6:52 p.m.


 Dottie Haldeman, Chairperson


 Leslie Sturmer, Commissioner &
 Secretary of the Board

Date: 4/10/2017