

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

**Minutes of Regular Meeting
Board of Commissioners
May 14, 2018**

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

Others Present: John McPherson, Jim Wortham.

1. Meeting called to order at 5:00 p.m., by Stephen Rosenthal, Chair.
2. Pledge and Prayer.
3. Adoption of Agenda. **Motion** by Dottie Haldeman to adopt agenda as submitted. **Second** by Joe Hand. Passed by a vote of 5-0.
4. Public Input. Public input was requested by none was provided.
5. Approval of Minutes. **Motion** by Dottie Haldeman to accept the minutes of the April 9, 2018, meeting as presented. **Second** by Leslie Sturmer. 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. Issues addressed by the Board included the nature of payments made to Mittauer and Associates, the transfer to savings, and why biosolids costs remained high. **Motion** by Dottie Haldeman to accept financial reports as submitted. **Second** by Chris Reynolds. Passed by a vote of 5-0.
7. Bill Adjustments. The Board reviewed the following requests:
 - A request by Cedar Inn for an adjustment from \$665.23 to \$529.21 resulting from a broken exterior pipe. **Motion** by Leslie Sturmer to approve the adjustment as meeting the requirements of District Regulations. **Second** by Joe Hand. Passed by a vote of 5-0.
 - A request by Steven Robicsek from \$408.33 to \$243.72 resulting from a hose being left on by neighbor filling swimming pool. **Motion** by Dottie Haldeman to approve the adjustment as meeting the requirements of District Regulations. **Second** by Joe Hand. Passed by a vote of 5-0.

The Board asked the GM to provide information at the next meeting regarding whether the Board should allow adjustments based on watering to establish landscaping.

8. General Manager Report.

a. *Water Plant Issues.* The GM reported the following;

- Jar testing of hydrogen peroxide showed no effectiveness in lowering organic levels in the raw water. The test was therefore terminated without adding hydrogen peroxide to the water system.
- Fresh resin was installed in the Miex treatment system which resulted in DBP readings below the state MCLs. A Miex consultant will be onsite May 17 and 18 to review the operation of the Miex system, and additional testing will take place to determine the best location of a Miex system in the treatment process.
- Tim Norman, Don Lenci (TwinOxide rep) and the GM met with DEP officials in Jacksonville to go over the possibility of re-starting the TwinOxide pilot test. DEP approved the re-start but expressed continued concern over whether chlorine dioxide would be allowed as a primary disinfectant. The Board directed the GM to bring to the next meeting a proposal and costs for re-starting the TwinOxide pilot test.

b. *Boil Water Notice.* The GM reported that on Thursday May 10 a water main was broken as a result of construction work at the Lewis Pass bridge, and that a boil water notice was issued on that date for homes in the area affected by the loss of pressure. Samples were taken to AquaPure on Friday, with negative results reported back on Saturday. The boil water notice was thereafter lifted on Saturday.

c. *Water Tower.* The GM reported that Utility Service Group appears to have done an excellent job of re-painting the water tower. Added effort was put into removing rust and salt before adding coats of paint. The job is not quite complete because the very top of the tower could not be accessed due to angry nesting ospreys. When nesting season is over, USG will be back to complete the job and replace the burned out warning lights.

d. *Interlocal Agreement with City.* The GM reported that Mayor Davis had requested that the District and City take another look at the proposed interlocal agreement now that the annexation vote is over. The proposed interlocal agreement would have the City and District swap parcels of land and address other areas of cooperation between the City and the District. After discussion, the Board asked the GM to bring back more information about how the agreement would change the current relationship between the City and the District.


e. *Backflow Project.* The GM proposed to the Board a project relating to backflow prevention. He presented to the Board with a proposal by TwoFold Engineering to install a check valve on each customer meter and conducting a cross-connection inspection of each property. He stated that this would strengthen the District's backflow prevention program and he recommended that the Board approve that

project. He estimated the cost to be \$77,000, and showed a proposal for how it could be fit into the budget for this fiscal year. After discussion, the Board asked the GM to bring back more information on backflow prevention and justification for the substantial cost.

- f. *Grease Collection.* The GM reported that the used-grease collection tank near the District office was picked up by the grease collection company and not returned. He reported that he had checked around and DarPro Solutions provides grease collection services to some of the restaurants in town. He contacted DarPro about providing a collection tank for the District and a proposed agreement with them was presented to the Board. The GM noted that there was no cost associated with this, but that under Paragraph 3 of the agreement the District would be liable if the tank were damaged or destroyed. The cost of a new tank is \$727, and the DarPro rep said he has never seen one stolen. The GM expressed the opinion that it was important for the District to have to dispose of grease. **Motion** by Leslie Sturmer to authorize the Chair to execute the agreement with DarPro Solutions. **Second** by Joe Hand. Passed by a vote of 5-0.
- g. *Request From Cedar Key School.* The GM presented a request from Cedar Key School for a donation to the scholarship fund. After discussion, the Board decided not to make a contribution because it is not a proper use of District funds.
- d. *Staffing.* The GM reported that it was his intention to terminate his service contract with the Board as of October 1. He recommended that the Board invite Mike Donohoe to the next meeting to meet with the Board and discuss the possibility that he might be chosen as the new general manager. The GM stated that he had met with Mr. Donohoe in Cedar Key, and spent several hours showing him around and discussing the issues facing the District. The GM stated that it was his opinion that Mr. Donohoe, with his experience as a utility administrator with water and wastewater licenses, would be a good fit for the District. The Board instructed the GM to invite Mr. Donohoe to the next meeting.
- d. *Groundwater Levels.* The GM presented the following groundwater data:

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
4.3.18	10.62	3.92	Previous reading
5.18.18	10.77	3.92	Current

9. Commissioner Comments:
- a. Dottie Haldeman stated that she would not be in town for the meeting on July 9 and asked whether the meeting date might be changed. After discussion, it was decided that the meeting date would remain the same with provision made to participate by phone.
 - b. Dottie Haldeman advised the Board of the situation with Alicia Johns being out due to her husband being seriously injured. The GM stated that he felt that Anne Richburg and he could handle the office so long as the absence was reasonably short term. If it is to be long term, he will report back to the Board with options.
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 7:25 p.m.



Stephen Rosenthal, Chairperson



Leslie Sturmer, Commissioner &
Secretary of the Board

Date: 6/11/18