

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

**Minutes of Regular Meeting  
Board of Commissioners  
May 8, 2017**

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

Others Present: John McPherson, Mac Cox, Susan Rosenthal, Sue Colson, Bill Heckler, Mandy Offerle, Frank Offerle.

1. Meeting called to order at 5:00 P.M.
2. Pledge and Prayer.
3. Swearing In of Elected and Re-Elected Board Members: Stephen Rosenthal took the oath of office as a newly-elected Board member. Joe Hand and Chris Reynolds took the oath as re-elected Board members.
4. Election of Officers. Leslie Sturmer nominated Dottie Haldeman to continue as Chair. Nomination seconded by Chris Reynolds. No further nominations were made. Dottie Haldeman was elected by a vote of 5-0. Chris Reynolds nominated Leslie Sturmer to continue as Secretary. Nomination seconded by Dottie Haldeman. No further nominations were made. Leslie Sturmer was elected by a vote of 5-0.
5. Adoption of Agenda. **Motion** by Chris Reynolds to adopt agenda as presented. **Second** by Stephen Rosenthal. Passed by a vote of 5-0.
6. Public Input: Mandy Offerle expressed appreciation for the service of the Board members, and there was general agreement that the office renovations look nice.
7. Approval of Minutes. **Motion** by Leslie Sturmer to accept minutes of the April 10, 2017, regular meeting, as submitted. **Second** by Joe Hand. Passed by a vote of 5-0.
8. Financial Reports. Budget, Balance Sheet, Checkbook Activity, Past Due Accounts, and Employee Leave reports were presented for review. **Motion** by Chris Reynolds to accept financial reports as submitted. **Second** by Joe Hand. Passed by a vote of 5-0.
9. Bill Adjustments. The following bill adjustment requests were considered by the Board;
  - a. Dr. John Andrews requested an adjustment from \$170.13 to \$111.60.
  - b. Rosanne Cantwell requested an adjustment from \$283.78 to \$181.56.
  - c. Jerry Beckham requested an adjustment from \$490.99 to \$291.52.
  - d. Island Place Condominiums requested an adjustment from \$434.32 to \$269.83.

**Motion** by Chris Reynolds to approve the four adjustments based on a finding that in each case the excess water usage did not go through the wastewater system and that the requests otherwise met District regulations. **Second** by Stephen Rosenthal. Passed by a vote of 5-0.

10. Resolution 2017-03:

A RESOLUTION OF THE CEDAR KEY WATER AND SEWER DISTRICT; SUSPENDING THE IMPOSITION OF A CAPITAL FACILITIES CHARGE FOR WATER AND SEWER; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

The General Manager recommended that the Board adopt this resolution which would suspend collection of capital facilities charges as of January 1, 2017. He stated that no fees had been collected since that date, and that the suspension was advisable due to slow growth and the lapse in time since the fee amounts were studied. The Board asked whether it would be easy to renew the collection of the fees in the future if conditions warranted. The General Manager stated that the fee-collection language had been left in the Code so that a re-start would be simple so long as new or existing fees were supported by a study. Mack Cox stated that he thought it was good that the suspension was retroactive to January 1, 2017. **Motion** by Chris Reynolds to adopt Resolution 2017-03. **Second** by Stephen Rosenthal. Passed by a vote of 5-0.

11. General Manager Report:

a. *New Water Plant: Design and Construction.*

(1) Diatomaceous Earth: The GM reported that the equipment has been picked up by the shipper.

(2) Deep Well:

- The GM reported that the District's request to the SRWMD for supplemental funding was pending and that Greg Lang was able to explain the project to the SRWMD Board at its last meeting.
- The GM presented a proposal from Mittauer Associates to do the engineering for the deep well. He noted this cost had been added to the request to SRWMD for supplemental funding, but that the District needed to move ahead with this without waiting on a final decision from the SRWMD. The GM presented a revised budget for 2016-2017 showing the various changes in income and expenditures since the budget was adopted, and showing that funds should be available to cover the cost of the Mittauer proposal. **Motion** by Stephen Rosenthal to approve the Mittauer proposal for deep well injection engineering services. **Second** by Chris Reynolds. Passed by a vote of 5-0.

b. Reverse Osmosis Re-Start

(1) The GM reported that groundwater levels at the Fowlers Bluff and Rosewood monitoring wells continue to fall, and that the SRWMD has declared our area to

be at “Extremely Low” groundwater levels. He stated that it is clear the District should be getting the R/O system ready to operate.

- (2) He reported that in order to get ready, he had asked for proposals from Harn R/O in Venice, Florida, and from Wigen R/O, for consulting services to help us get the R/O system up and running properly. He presented to the Board a proposal from Harn that had been received. He stated that it was his and James’s opinion that this consulting work was essential in order to insure that the R/O was re-started properly, and that the previous review of budget amendments supported a conclusion that funds would be available in this budget year. **Motion** by Joe Hand to approve the Harn R/O proposal for consulting services. **Second** by Chris Reynolds. Passed by a vote of 5-0.
- 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 week.
- d. *Hurricane Hermine: Office Repair*. The GM reported that tile was chosen for the floor and the general office repair is continuing. He noted that getting FEMA reimbursement continues to be a challenge, but that the District should eventually receive a check.
- e. *State Road 24 Water Main Crossing*. The GM reported that Tim Norman is close to completing the design work for this crossing. He also reported that the contractor has been chosen for the Airport Bridges project so that contact with the driller about getting a quote to do the SR 24 crossing will soon be possible.
- f. *Job Vacancy*. The GM reported that James and he had interviewed the 3 who submitted applications, but only one ended up being available to take the job. He reported that Shaune Cherry had been hired and had started on May 1, and that he had passed the drug test pursuant to our Drug Free Workplace rules.
- g. *District Elections*. The GM reminded the Board about the confusion regarding how the District is to run its elections arising out of the fact that the procedures in the District Charter are different than those in state law for how special district elections are to be held. He stated that he had worked with the Levy County Supervisor of elections, Tammy Jones, to get a legal opinion from her office’s attorney regarding which we are to follow. He provided the opinion to the Board which concludes that the District is to follow the District’s Charter and hold our elections in conjunction with the City. The GM stated that he agreed with his conclusion of the Supervisor’s attorney.
- h. *Purchasing*.
- (1) Chlorine Meter: The GM reported that the new chlorine meter approved at the last meeting has been received, and that staff is waiting for the repair dust to settle before installing it.

(2) Copier/Printer: The GM reported that staff has for some time been having problems with the existing quite old copy machine/printer, and now the control screen was damaged in all the moving around associated with the office repair. He recommended the Board accept a proposal from the District's existing provider, Konica Minolta, for a leased machine under State of Florida contract. He stated that the District's existing service contract with Konica Minolta is \$59.25, and that the all-inclusive monthly lease rate for the new machine would be \$75.86. The Board expressed no objection to the leasing of the machine under the state contract.

i. *DEP Notifications.* The GM reported that prior to our next meeting, the following notices will be sent out to all customers in a single mailing:

(1) A public notice about a failure to conduct a single DBP test during the 4<sup>th</sup> quarter of 2016. This is not a report of a violation of water quality standards, but a notice of a failure to test. This failure to test occurred due to a change in DEP rules that staff missed.

(2) The annual Consumer Confidence Report. This report has a couple of non-normal occurrences:

- A level of aluminum that exceeded the maximum level from back in 2015. Re-testing at the time showed levels to be normal, but this high reading must be reported in the CCR until the next full-scale drinking water test in 2018.
- A report that we exceeded DBP levels in one of our quarterly tests, but that the average is within limits, and that we are addressing the problem with a switch to a new disinfectant.

(3) A public notice that we are switching disinfectants from sodium hypochlorite to chlorine dioxide. This is required under the permitting for the chlorine dioxide test.

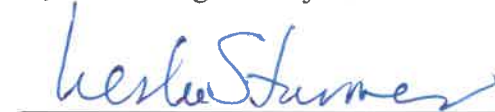
j. *Groundwater Levels.*

The GM reported that groundwater levels (NGVD) at the Fowlers Bluff and Rosewood monitoring wells are as follows:

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
4.2.17	9.08	2.12	1 month ago
5.3.17	8.68	1.29	Current

12. Commissioner Comments. There were no Commissioner comments.
13. Public Input. City Commissioner Sue Colson congratulated the Board for working so well together to address difficult issues.
14. There being no further business to address, the meeting was adjourned at 6:30 p.m.

  
Dottie Haldeman, Chairperson

  
Leslie Sturmer, Commissioner &  
Secretary of the Board

Date: 7/17/17