

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

**Minutes of Regular Meeting
Board of Commissioners
June 12, 2017**

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

Others Present: John McPherson, Bill Heckler, Hugh McPherson, Brenda Thompson.

1. Meeting called to order at 5:00 P.M.
2. Pledge and Prayer.
3. Adoption of Agenda. **Motion** by Joe Hand to adopt agenda as presented. **Second** by Stephen Rosenthal. Passed by a vote of 3-0.
4. Public Input: Public input was requested but none was provide.
5. Approval of Minutes. **Motion** by Stephen Rosenthal to accept minutes of the May 8, 2017, regular meeting, as submitted. **Second** by Joe Hand. Passed by a vote of 3-0.
6. Financial Reports. Budget, Balance Sheet, Checkbook Activity, Past Due Accounts, and Employee Leave reports were presented for review. **Motion** by Stephen Rosenthal to accept financial reports as submitted. **Second** by Joe Hand. Passed by a vote of 3-0.
7. Resolution 2017-04:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CEDAR KEY WATER AND SEWER DISTRICT; AMENDING THE DEFINED CONTRIBUTION RETIREMENT PLAN FOR THE GENERAL EMPLOYEES OF THE DISTRICT; AMENDING PERIODS FOR PLAN ELIGIBILITY AND VESTING; AND ESTABLISHING AN EFFECTIVE DATE.

The General Manager recommended that the Board adopt this resolution which would provide for immediate vesting and eligibility for new employees. There was discussion about the merits of delayed eligibility and vesting with regard to retention of employees and the provision of benefits. **Motion** by Stephen Rosenthal to adopt Resolution 2017-04 with the following modifications: (1) Change the eligibility date from immediately upon hiring to 90 days after hiring; and (2) Change the vesting period from immediately upon hiring to full vesting at 1 year of employment. **Second** by Joe Hand. Passed by a vote of 3-0.

8. Resolution 2017-05:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CEDAR KEY WATER AND SEWER DISTRICT; AMENDING THE FISCAL YEAR 2016-2017 BUDGET; PROVIDING FOR POSTING ON THE DISTRICT'S WEBSITE; AND ESTABLISHING AN EFFECTIVE DATE.

The General Manager reviewed the changes and informed the Board that this was to make the budget more closely match the various developments that have taken place since the beginning of the budget year. The most important developments reflected in the amended budget were the revenues and expenses arising out of Hurricane Hermine, and the changes resulting from the new water plant being delayed after the failure of the pilot testing. **Motion** by Stephen Rosenthal to adopt Resolution 2017-05 as submitted. **Second** by Joe Hand. Passed by a vote of 3-0.

9. General Manager Report:

a. *Deep Well Construction*

- The GM reported that the District's request to SRWMD for supplemental funding is pending.
- The GM reported that Tim Norman is making progress on the engineering, and is suggesting a change in the plan arising out of his discussions with consultants and well drillers. The proposal is to incorporate "coring" of the proposed injection well location to provide critical information prior to actually drilling the full-scale well. This information will include water quality data, identification of a confining layer (if any), required well cased depth, required well open hole depth, etc. The cost for the coring is estimated at \$52,000, and it is believed that this cost will be offset through reduced testing requirements for the full-scale well. It will also let us know if we will be constructing a supply well or an injection well. The GM reported that another advantage of this is that it is a discrete project that can be completed with funds available in the 2016 legislative appropriation. Thus, it would allow the District to make progress even if we don't yet have full funding for construction of the full-scale well. There was no objection from the Board to proceeding in this manner.

b. Reverse Osmosis Re-Start

The GM reported that the consultant from Harn RO came to Cedar Key and worked with District staff to successfully get the reverse osmosis units up and running, and that there were no significant problems with the equipment or the stored membranes. He reported that membranes were loaded in one of the skids, that they are being exercised for one hour daily, and that so far there is no sign of the fouling problems that occurred back in 2012. He noted that the District has a full set of good membranes remaining to be loaded in the second skid when needed.

- c. *TwinOxide*. The GM reported that all equipment has been successfully installed and the 90-day test period for conversion to chlorine dioxide began on June 1 with injections of small amounts of chlorine dioxide into the system while keeping chlorine at normal levels. Full conversion to chlorine dioxide should occur during the first two weeks in June.
- d. *Hurricane Hermine: Office Repair*. The GM reported that repair was completed and paid for in full.
- e. *State Road 24 Water Main Crossing*. The GM reported that Tim Norman is close to completing the design work for this crossing and that he would soon be meeting with the contractor chosen for the Airport Bridges. The Board asked the GM to check into pipe-bursting as an alternative to drilling.
- f. *DEP Notifications*. The GM reported that the three DEP notifications had gone out as required.
- g. *Hurricane Preparation*. The GM reported that James and he had done some additional work on the hurricane plan and had made some changes which the GM went over with the Board. The GM discussed the difficulty in coming up with definite plans for when to turn off water and wastewater services, and asked for any input the Board might have.
- h. *Purchasing*.
 - (1) Copier/Printer: The GM reported that the new copier/printer had arrived and was working fine. He asked for the Board to ratify the donation of the old copier to the Cedar Key Volunteer Fire Department. **Motion** by Stephen Rosenthal to ratify the donation of the copier to the Cedar Key Volunteer Fire Department. **Second** by Joe Hand. Passed by a vote of 3-0.
 - (2) Health Insurance: The GM reviewed the various options for renewing the employee health insurance plan by the renewal date of July 1, and recommended that the current plan with Florida Blue Cross be renewed with the addition of Shaune Cherry as new employee. **Motion** by Stephen Rosenthal to renew the existing Florida Blue Cross health insurance plan (Blue Options 14006) with the addition of Shaune Cherry as new employee. **Second** by Joe Hand. Passed by a vote of 3-0.

i. *Groundwater Levels.*

The GM reported that groundwater levels (NGVD) at the Lower Suwanee Refuge and Rosewood monitoring wells are as follows:

DATE	ROSEWOOD	SUWANEE	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
5.3.17	8.68	1.29	1 month ago
6.6.17	8.19	.90	Current

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 6:20 p.m.


Dottie Haldeman, Chairperson


Leslie Sturmer, Commissioner &
Secretary of the Board

Date: 7/21/17