

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

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

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

Others Present: John McPherson, Billy Quinn, Shaune Cherry.

1. Meeting called to order at 5:00 P.M.
2. Pledge and Prayer.
3. Adoption of Agenda. **Motion** by Leslie Sturmer to adopt agenda with the addition of a bill adjustment request by 2 Brothers Investments. **Second** by Stephen Rosenthal. Passed by a vote of 4-0.
4. Public Input: Public input was requested but none was provide.
5. Approval of Minutes. **Motion** by Stephen Rosenthal to accept minutes of the June 12, 2017, 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 noted a correction to lines 66.01 and 660.30 of the budget report. **Motion** by Stephen Rosenthal to accept financial reports as corrected. **Second** by Leslie Sturmer. Passed by a vote of 4-0.
7. Bill Adjustment: Billy Quinn requested an adjustment from \$4,084.61 to \$2,172.72 resulting from a broken pipe in his yard. **Motion** by Stephen Rosenthal to grant the adjustment and allow Mr. Quinn to pay the balance at a rate of \$25.00 per month. **Second** by Joe Hand. Passed by a vote of 4-0.
8. Bill Adjustment: 2 Brothers Investments from \$500.51 to \$313.71. After review of the submittals the Board postponed consideration until the next meeting for clarification of the circumstances of the water usage.
9. General Manager Report.
  - a. *Deep Well Construction.* The GM reported that the District's request to SRWMD for supplemental funding is pending, and that Tim Norman is nearing completion of the plans so that the work could go out to bid as early as August.

- b. *Reverse Osmosis Re-Start.* The GM reported that the reverse osmosis units are ready to operate if necessary, and are being exercised on a regular schedule to keep them ready.
- c. *TwinOxide.* The GM reported that the mixing and dosing equipment installed by TwinOxide did not work properly so new equipment will be delivered and installed. He reported that he attended a meeting with DEP in Jacksonville, along with Tim Norman and TwinOxide representatives, where the testing requirements were clarified, and it was decided that there would be a new start date for the 90-day test period. The Board asked about the status of payment for equipment rental and chemicals for the period in June when the equipment did not work. The General Manager reported that TwinOxide had agreed to not charge the \$1,900 rental for June, but did want to be paid for the chemicals. The Board instructed the GM to seek credit for the chemicals as well.
- d. *Hurricane Hermine: Office Repair.* The GM stated that at the last meeting the restoration had been paid in full, but there are now some change orders that have been billed to us. The Board agreed to the change orders, but asked the GM to look further into the charges for re-doing the interior doors. The GM suggested using capital facility funds for these costs and the Board had no objection.
- 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.
- f. *2018 Budget.* The GM reported that it is time to begin the 2018 budget process, the first step of which is to select a proposed millage rate for the TRIM process. He reminded the Board that this proposed rate is what will be advertised to the public in the TRIM notices, and that the final millage adopted by the Board could be lower than the advertised rate, but not higher. He provided the following basic information:

Last year's millage rate:	1.1750
Tax proceeds:	\$189,788
Rolled-back rate for this year:	1.1725
(Raises the same revenue as last year.)	
Adjusted rolled-back rate for this year:	1.2737
(The maximum millage that can be adopted with a majority vote.)	
Proceeds from adjusted rolled-back rate:	\$206,164

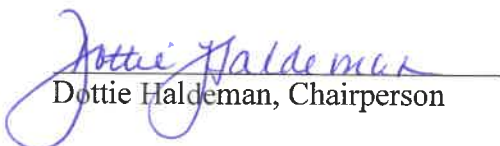
He also provided a very preliminary budget for 2018, and recommended that the Board adopt as the proposed millage rate the maximum that can be adopted with a majority vote, i.e., 1.2737 mills. He noted that this gives the Board flexibility to raise additional tax revenue if deemed necessary during the budget adoption process. **Motion** by Leslie Sturmer to set the proposed millage rate at 1.2737, and to schedule the preliminary budget hearing at the time of the Board's regular September meeting if possible. **Second** by Stephen Rosenthal. Passed by a vote of 4-0.

g. *Groundwater Levels.*

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

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 this year
6.6.17	8.19	.90	1 month ago
7.4.17	8.30	.85	Current

- h. *Beauchamp and Edwards Contract.* The GM presented a proposed contract from Beauchamp and Edwards, CPAs, for accounting services for FY 2018, which includes an increase from the year before in the amount of \$200, from \$7,700 to \$7,900. **Motion** by Stephen Rosenthal to approve the contract as presented. **Second** by Joe Hand. Passed by a vote of 4-0.
10. Commissioner Comments. Stephen Rosenthal thanked the GM for the tour of the facilities which he said was very helpful.
11. Public Input. Public input was requested but none was provided.
12. There being no further business to address, the meeting was adjourned at 6:40 p.m.

  
Dottie Haldeman, Chairperson

  
Leslie Sturmer, Commissioner &  
Secretary of the Board

Date: 8/14/17