

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

**Minutes of Regular Meeting
Board of Commissioners
April 13, 2015**

Board Members Present: Dottie Haldeman, Leslie Sturmer, Chris Reynolds, Seth Colson.

Others Present: John McPherson, Nita Cox.

1. Meeting called to order at 5:00 P.M.
2. Pledge and Prayer.
3. Adoption of Agenda: **Motion** by Leslie Sturmer to adopt the agenda as published. **Second** by Chris Reynolds. Passed by a unanimous vote.
4. Public Input: Public input was requested but none was provided.
5. Approval of Minutes: **Motion** by Seth Colson to accept minutes of the March 9, 2015, meeting as presented. **Second** by Chris Reynolds. Passed by a unanimous vote.
6. Financial Reports: Budget, Balance Sheet, Checkbook Activity, Past Due Accounts, and Employee Leave reports were presented for review. **Motion** by Leslie Sturmer to accept reports as presented. **Second** by Seth Colson. Passed by a unanimous vote.
7. Bill Adjustment Request: Oliver Bauer requested an adjustment to the wastewater portion of his February 2015 bill for water used as a result of an outdoor leak where the water did not go through the wastewater system. **Motion** by Chris Reynolds to grant the request for an adjustment from \$529.18 to \$323.45. **Second** by Leslie Sturmer. Passed by a unanimous vote.
8. Bill Adjustment Request: William Bennett requested an adjustment to the wastewater portion of his March 2015 bill for water used as a result of an outdoor leak where the water did not go through the wastewater system. **Motion** by Seth Colson to grant the request for an adjustment from \$248.14 to \$151.76. **Second** by Leslie Sturmer. Passed by a unanimous vote.
9. General Manager Report: The General Manager reported the following:
 - a. 2014 Legislative Funding for Well 5. The GM reported that the District received and reviewed the bid documents for Well 5 from Tim Norman, and that the Request for Bids has been publicized with a deadline for submission of April 28.

- b. Legislative Funding for New Water Plant, 2015. The GM reported that the requests are pending and there is nothing new to report.
- c. DEP Permitting for New Water Plant. The GM reported that the initial “jar testing” by Treavor Boyer and his students was done on April 2, with the purpose being to determine how well concrete backwash tanks will work in place of settling ponds.
- d. SRF Funding. The GM reported that, after a long delay, DEP has finally approved the Water Facilities Plan prepared under the SRF program, and that this will allow Mittauer to be paid for its work to date and clears the way for Mittauer to proceed with further design work. He also reported that he was informed by DEP that when the District gets ready to apply for the construction portion of the SRF funding, an additional \$250,000 in SRF grant money will be available.
- e. Disinfectant Byproduct (DBP) Testing. The GM reported that the results for the second quarterly test have been sent to DEP and were very good:

LOCATION	HAA5 (max: 45)	THM (max: 60)
Gulf and Hodges	14	37
Hodgson Hydrant	17	44

- f. Equipment Storage Shed. The GM reported that the old wooden shed was successfully moved to the Cedar Key School site on March 31. He presented the quote for the new shed from Shed Ranch in the amount of \$6,305 for approval by the Board, and recommended that because Shed Ranch is a local business that the District has worked with before, and because Shed Ranch has been very helpful in working with us to move the old shed and determine which is the best new shed for our purposes, that the quote by Shed Ranch be accepted without getting other quotes. **Motion** by Leslie Sturmer to accept the quote by Shed Ranch and move ahead with purchasing of the equipment storage shed. **Second** by Seth Colson. Passed by a unanimous vote.

With regard to the equipment shed project, the GM also reported to the Board that the District currently has two electric meters and accounts serving the water tower site where only one is needed. He reported that as part of the shed project the two meters would be consolidated into one meter and one account. Finally, he reported that as part of the shed project Bright House removed all its guy wires for its tower, and that the District crew successfully removed an old fire hydrant on the site and capped the line to it, both of which have made the site more useable.

- g. Well 2 Abandonment. The GM reported that another electric billing issue discovered is that the District still has an open CFEC account at Well 2 even though the well is no longer in use, and that this open account has been costing

the District about \$30 per month in base charges. The GM recommended that before closing this account the District “abandon” the well pursuant to water management district rules. The Board asked the GM to bring back more information at the next meeting regarding quotes for the abandonment work.

- h. Odor Control. The GM reported that Leo Dugger, the person with Water Treatment and Controls in Gainesville who has been helping us with this issue, made a suggestion for a less expensive way to try the OdorGone system. His suggestion is that the District purchase a single fogger to put in the headworks room, with such fogger being attached directly to a 55-gallon drum. The costs of such a system are as follows:

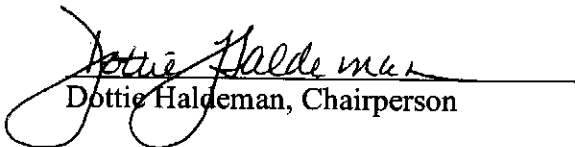
Fogmaster, Micro-Jet ULV DM Fogger:	\$550
24-hour timer, optional:	\$110
55-gallon drum:	\$115
Total:	\$775

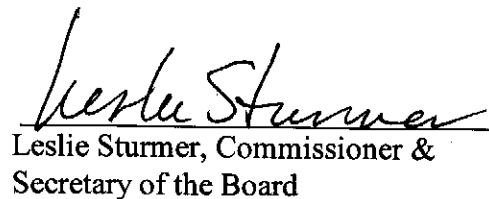
The GM and Board discussed the potential costs of the OdorGone concentrate which costs \$800 per container of concentrate. The GM reported that using some optimistic assumptions about how much spraying would be needed to control the odor problem, the cost of the concentrate would be about \$2,800 per year. The Board concluded that it was worth giving this approach a try and directed the GM to move ahead with the purchase of the equipment as needed.

- I. Reclaimed Water. The GM manager presented information on the possibility of irrigating the park just once per week as a way of reducing the number of trips to Gainesville for testing and the other costs associated with testing multiple times per week. He reviewed the regulatory limits on how much reclaimed water could be used in a single overnight irrigation with the conclusion being that it would be only 5,000 gallons, a relatively small amount that would save the City only about \$11 per week. By comparison, the District would have to spend about \$70 on the trip to Gainesville and the cost of the testing. The GM also noted additional costs that would be involved including the cost of re-piping the system and changing sprinkler heads to meet regulatory requirements. The Board agreed with the GM that this was probably not a viable way to use reclaimed water, and that the GM should continue to explore other options.
- j. Rate Increase. Pursuant to the direction of the Board at the March meeting, the GM presented various options for a rate increase, but advised the Board that it was Mittauer’s recommendation that, if the District is currently operating in the black, that the Board delay consideration of rate increases until after financial arrangements for the new water plant have been made. It is Mittauer’s concern that a rate increase at this time might reduce the amount of grant money available from various sources. The GM went over the current budget numbers and expressed the opinion that the District was indeed operating in the black, and that there could be a delay in considering a rate increase. The Board agreed with the

proviso that the budget reports would be closely watched for the remainder of the fiscal year.

- k. Purchase Report. The GM reported that he had authorized the purchase of tires for the sludge truck in the amount of \$2,315.91 without getting more than one quote because only Town Tire (now Boulevard Tire Center) provides onsite delivery and installation of truck tires. The onsite delivery was required due to the unsafe condition of the existing tires.
 - l. Capital Facilities Charges. The GM expressed some reservations about the continued collection of capital facilities charges in light of the slow growth in Cedar Key and the lack of plans to expand the system in the future. The Board asked the GM to bring back draft amendments to the District's capital facility charge regulations.
10. Commissioner Comments: Leslie Sturmer asked about progress on the design of the new water plant and asked the GM to bring to the next meeting a projected time line for design and construction
 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: 5/11/15