

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

**Minutes of Regular Meeting
Board of Commissioners
January 14, 2019**

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

Others Present: John McPherson, Mack Cox.

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 the agenda as presented. **Second** by Leslie Sturmer. Passed by a vote of 5-0.
4. Public Input. Public input was requested but none was provided.
5. Approval of Minutes. **Motion** by Joe Hand to accept the minutes of the December 10, 2018, meeting as presented. **Second** by Dottie Haldeman. 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. The General Manager reviewed several accounts with high expenditures and explained the reasons therefor. The Board requested that the General Manager check into what alternatives there may be to purchasing the same transponders for the meters as they wear out. **Motion** by Dottie Haldeman to accept the financial reports as presented. **Second** by Leslie Sturmer. Passed by a vote of 5-0.
7. Bill Adjustments:
 - A request by Katherine Lane for an adjustment from \$108.46 to \$81.86 due to a broken line to an ice maker. **Motion** by Dottie Haldeman to approve the adjustment as meeting the standards for adjustments. **Second** by Joe Hand. Passed by a vote of 5-0.
 - A request by Maureen Zuck for an adjustment from \$313.79 to \$201.83 due to an exterior hose accidentally being left on for an extended period. **Motion** by Dottie Haldeman to approve the adjustment as meeting the standards for adjustments. **Second** by Joe Hand. Passed by a vote of 5-0.

8. General Manager Report.

a. *Water Plant Issues.*

- (1) Disinfectant Byproducts: The GM reported that the next test will be during the first week of February.
- (2) TwinOxide: The GM reported that the application for DEP authorization to proceed with the second TwinOxide test has been submitted, a draft permit from DEP has been received, and comments on the draft have been sent back to DEP.
- (3) Phosphate: The GM reported that both Hawkins Chemicals and the Florida Rural Water Association suggested that the District add phosphate to the water treatment process as a way to reduce hardness and the complaints the District is getting from customers about scaling on dishes in dishwashers. He reported that the necessary DEP permitting has been initiated through FRWA.

b. *Wastewater Treatment Plant Permit Renewal.* The GM reported that Tim Norman has submitted the application and additional information to DEP and we are awaiting DEP's response.

c. *Wastewater Bridge Lines Directional Drills.* The GM reported that the contract with SRWMD for the RIVER funds has been executed and Tim Norman has begun design work.

d. *Water Tower.* The GM reported that Utility Service Group will do the interior cleaning of the water tower on January 24.

e. *Trim Compliance.* The GM reported that after conducting the budget re-hearing and submitting paperwork to the State, the District received a TRIM compliance letter.

f. *Drummond Bank Line of Credit.* The GM reported that the District's \$100,000 line of credit with Drummond Bank needs to be renewed, and that Drummond Bank has agreed to waive the fees. The GM stated that the line of credit should be maintained for quick use in case of emergency, and requested that the Board approve renewal. **Motion** by Chris Reynolds to renew the line of credit and authorize the Board Chair and Secretary to sign the necessary documents. **Second** by Dottie Haldeman. Passed by a vote of 5-0.

g. *Annual Report for 2018.* Leslie Sturmer had the following comments about the draft annual report prepared by the GM:

- Check to see if there is a more clear way to describe our well-water than "surface water influenced."
- Check to make sure that the high DBP levels did not continue into 2018.

h. *Groundwater Levels.* The GM presented the following groundwater levels to the Board:

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
12.03.18	11.13	4.61	Previous reading
1.08.19	11.50	4.68	Current

9. Commissioner Comments: None.
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 5:42 p.m.


 Stephen Rosenthal, Chairperson


 Leslie Sturmer, Commissioner &
 Secretary of the Board

Date: 2/11/19