

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

**Minutes of Regular Meeting
Board of Commissioners
June 8, 2020**

Board Members Present: Joe Hand, Stephen Rosenthal, Dottie Haldeman, Chris Reynolds (arrived at 5:16), and Leslie Sturmer.

Others Present: John McPherson, Jim Wortham, Mack Cox, Jan Childers, Clay Childers.

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 4-0.
4. Swearing in of re-elected Board Members: The following re-elected Board members took the oath and were sworn in to another term on the Board: Leslie Sturmer, Dottie Haldeman, Joe Hand.
5. Public Input. Public input was requested but none was provided.
6. Approval of Minutes. **Motion** by Dottie Haldeman to accept the minutes of the regular meeting of May 11, 2020. **Second** by Leslie Sturmer. Passed by a vote of 4-0.
7. Financial Reports. Budget, Balance Sheet, Checkbook Activity, Past Due Accounts, and Employee Leave reports were presented for review. **Motion** by Leslie Sturmer to accept the financial reports as presented. **Second** by Dottie Haldeman. Passed by a vote of 4-0.
8. Bill Adjustments: Bill adjustment requests for Robert Murphy, Jordan Keeton, and Luke Sresovich were reviewed by the Board. **Motion** by Leslie Sturmer to approve the requests as they met the requirements for adjustment of wastewater charges. **Second** by Joe Hand. Passed by a vote of 4-0.
9. General Manager Report.
 - a. *Water Plant.* The GM reported that the District has made good progress on the full-scale testing of granulated activated carbon (GAC) to reduce DBP levels. He reported that the District is working with Florida Rural Water Association to finalize the pilot test proposal for submission to DEP. He also reported that a cost proposal for the equipment and carbon has been received from Sensible Water Solutions, which has been working with Palatka and Perry on similar solutions, and that additional proposals are being sought by Tim Norman. He also provided the Board with the annual water quality report that will be going out in June.

- b. *Cell Service.* The GM reported that he had been working with Norm Fugate, Cedar Key City Attorney, on the lease agreements from Verizon—one for the tower and one for the ground. He provided the District with the revised version of both the Tower Lease and the Ground Lease for review and recommended that they be approved. After discussion by the Board: **Motion** by Dottie Haldeman to approve the Tower Lease and the Ground Lease agreements with Verizon as presented, and to authorize the GM to sign both. **Second** by Chris Reynolds. Passed by a vote of 5-0.
- c. *Internet Service:* The GM reported that, although delayed due to virus issues, WiFiber is making progress on its plan to test internet service by way of transmitters on the water tower. He reported that some of the equipment has been installed.
- d. *Covid 19.* The GM reported that consistent with the general re-opening in Cedar Key, the District office re-opened on May 5, and all employees are back to working normal hours. He reported that a barrier has been installed at the front desk to maintain separation from customers, and that all discretionary expenditures have been put on hold until such time as it is determined what impact the shut down will have on District revenues. He reported that so far, the impact on revenues has not been substantial:

March Gross Billings: \$73,820
April Gross Billings: \$69,600
May Gross Billings: \$70,359

The GM also reported to the Board the results of 5 weekly tests of the wastewater for the presence of the Covid 19 virus which were all negative. He reported that the testing will continue.

The Board requested that the GM explore possibilities for installing a physical screen between customers and Alicia at the front desk.

- e. *Wastewater Treatment Plant.* The GM reported that as required by the WWTP permit renewal, consultants have looked at the concrete cracking issues at the plant. He presented a proposal from CROM corporation to prepare an analysis of the concrete issues to include estimates for repair costs. **Motion** by Chris Reynolds to approve the CROM proposal as presented and to authorize the GM to sign the agreement. **Second** by Dottie Haldeman. Passed by a vote of 5-0.
 - h. *Request to Cash in Vacation Time.* The GM presented to the Board a request by Alicia Johns to cash in a week of vacation in order to make needed emergency home repairs. **Motion** by Chris Reynolds to approve the request to cash in 40 hours of vacation time. **Second** by Dottie Haldeman. Passed by a vote of 5-0.
10. Commissioner Comments: None.
11. Public Input: Public input was requested, but none was provide.

12. Adjournment: There being no further business to conduct, the meeting was adjourned at 6:16 p.m.


Stephen B. Rosenthal, Chairperson


Leslie Sturmer, Commissioner &
Secretary of the Board

Date: 8/10/20