

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

**Minutes of Special Meeting  
Board of Commissioners  
April 20, 2022**

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

Other Presents: Chad Wisdom, John McPherson, Alicia Johns, James McCain, Carole Barice, Heath Davis.

1. Meeting called to order at 5:00 p.m. by Dottie Haldeman, Chair.
2. Pledge and Prayer.
3. Adoption of Agenda.

**Motion** by Tabitha Lauer to change Interview of Candidate to Meet and Greet of Candidate, there was no **Second** on the motion, after a brief discussion the Agenda Item was kept as Interview of Candidate. **Motion** by Leslie Sturmer to adopt the agenda as presented. **Second** by Stephen Rosenthal. Passed by a vote 4-1.

4. Interview of Candidate for Legal Counsel.

Carole Barice spoke with the Board about her many qualifications for the position of Legal Council. Dottie ask Ms. Barice if she had a chance to look at the District's Charters and Grants, in which Ms. Barice replied that she had looked through them. Dottie also ask about her availability to start, to which Ms. Barice responded with immediately and Ms. Barice stated that she knew when, where, and what time the District's meeting were each month. Joe ask about Ms. Barice ability to travel and she said that would not be a problem, as she travels for all her other client's meetings. Tabitha ask if any other client meetings where at night in which Ms. Barice responded with a no, but would not mind the night drive. Dottie ask about her ability to be available for Special Meetings. Ms. Barice ask that she have as much notice as possible, she understands that sometimes things are done on short notice. Chad ask if we had to have a Special Meeting and Ms. Barice could not be here could she be available by phone and she responded with a yes. Leslie ask Ms. Barice about her work with the Homosassa Special Water District and she gave a brief description of her work for them. Ms. Barice also explained some of the work she has done with the Legislature for the HSWD. Leslie ask if Ms. Barice had worked with USDA to which she replied that she had not worked with them but had attended some of their seminars.

Leslie told Ms. Barice briefly about our working with SRWMD and other municipalities on a Regional Pipeline project and wanted to know if she had worked with them before, Ms. Barice said she had not worked with SRWMD, but had worked with the St. Johns Water Management District. Chad briefly explained our ongoing study with FRWA on the project and what she would be required to do to help with that process. Joe ask John if was any legal things that were required with all the pilot testing we have done for the Water Plant and John explained that there were some contracts and negotiations that he did have to deal with for the pilot testing. Stephen told Ms. Barice that he was very impressed with her resume and wanted to know why she chose to apply for the legal council job in Cedar Key. Ms. Barice replied by saying that when she saw the notice she immediately wanted to work with the District and the more she looked into the things the District was trying to accomplish the more she wanted to work for the District and felt that she could really do a good job for the District. Tabitha wanted to know how long she saw herself working for the District and Ms. Barice said she could not really say, but as long as she enjoyed the job and as long as the District enjoyed having Ms. Barice as legal counsel, she could see herself working for the District for several years. Tabitha also ask Ms. Barice what she thought our interview process should be for hiring a new General Manager and Ms. Barice replied by saying that whatever was done to get Chad to keep it up, she said Chad is doing a wonderful job. John ask if she delt with her clients directly or if she had a secretary, Ms. Barice responded by saying she deals directly with her clients. John also ask if Ms. Barice how she billed her clients and he explained that he had a contractual amount and wondered if she did the same, Ms. Barice said that she bills all her clients hourly and she does not bill for travel time. Ms. Barice said she could probably convert her rate into a monthly rate and that it would be a little more than what John's monthly contract is but not to much more.

John ask if the Board would like to interview any of the other candidates and explained that he saw no reason to interview any others if they liked Ms. Barice, since they have seen all the other candidates resumes. Tabitha said she would like to interview Norm Fugate. Stephen did not think it was appropriate to interview Norm Fugate by saying he thought it would be a conflict of interest since Norm also represents the City of Cedar Key. Stephen went on to say that he was worried about any confidentialities between the District and the City of Cedar Key being kept confidential between the two entities if Norm were to become the legal counsel for the District. Joe ask Stephen if he meant by conflict of interest he meant by Norm working as the City of Cedar Key's legal counsel and Stephen responded with a yes. Leslie stated that she also thought there would be a conflict of interest, but since Norm submitted his resume that we should still interview him and ask specifically, if he thought there would be a conflict of interest or if they as a Board should just not consider Norm to avoid the conflict-of-interest situation all together. Chad ask as if other than the interlocal agreements would there be any other situations that would be considered a conflict of interest. John responded by saying that the lease agreement we have with the City and that anytime you have a lease you could get into litigation issues and not sure how that would be handled if Norm was the legal counsel for both the City District. Tabitha ask that if something like this came up since Norm's resume says Norm and Blake Fugate, could Blake possibly be able to step in and John said that for purposes of

ethics you would treat the law firm as you would the person, so no Blake would not be able to step in for Norm in those instances. John did explain for the Board that towards the end of his partnership with David Coffey, John did represent the District and no issues came up but there was always the risk that a conflict or litigation issue could arise and he was not that either of them would have been able to resolve the situation. Stephen agreed with John. Tabitha ask John if he could see any other conflicts other than the lease agreement with the City, John stated that he and Norm have recently worked on a few interlocal agreements between the District and City and there was a lot of negotiations between the two and he was not sure if Norm would be able to do that for both sides without a conflict. Tabitha stated that she thought it would be a good idea to have someone who is local and familiar with Cedar Key. Joe ask if Norm would be available to meet at the next Board Meeting and Chad told the Board that he would reach out to Norm and set something up. Chad also ask the Board if Norm could not make it to the May Board Meeting could a Special Meeting be set up and the Board responded with a yes.

5. General Manager Report.

a. *Resolution to change names on checking accounts.*

John presented Resolution No: 2022-02 for Board approval and signatures.

John stated that the practice of putting all Board Members on the accounts just incase the Chair or Secretary was not available to sign any documents that are bank related. Heath Davis asked John to add the Line of Credit to the Resolution to cover all bank related accounts. Tabitha stated that if the Line of Credit was added to the Resolution it would be covered and would not need a separate Resolution for approval. **Motion** by Leslie Sturmer to amend and approve Resolution No: 2022-02. **Second** by Stephen Rosenthal. Passed by a vote 5-0.

b. *New Work Truck*

Chad informed the Board that he had been working with the same dealership that we bought the previous work truck from and found a new truck for the District and will be getting with them to get the final numbers for the truck to bring back to the Board for approval. Chad explained that it will be a regular cab truck and not a freight truck since the District did not need two freight trucks. **Motion** by Tabitha Lauer to approve the purchase of the new work truck. **Second** by Joe Hand. Passed by a vote 5-0.

c. *Billing Clerk Overtime for Meetings and Minutes.*

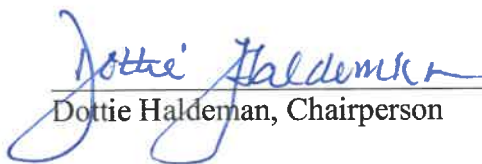
**Motion** by Stephen Rosenthal to approve the overtime for the Billing Clerk to attend Board Meetings and preparation of the Board Meeting Minutes. **Second** by Joe Hand. Dottie asked for clarification as to if this was to be straight time or overtime, in which

Chad replied that it would be straight time unless Alicia went over her 40 hours and then it would considered overtime. Passed by a vote 5-0.

*d. General Manager Resume*

Chad told the Board about some of the resumes for the GM position and stated that he has ask James to look at them as well. James told the Board what he thought the qualifications for the new GM should be. Leslie and Dottie ask James what he thought the Board needed in GM. James brought up that Chad would not be at the next Board Meeting and Chad and the Board discussed what his job would intake while he was out of the office. Chad explained that he will be working remotely until a new GM was hired. Tabitha ask if it was possible for her, Chad, and James to sit down and rewrite the GM ad. John stated that it did not need to be rewritten that some of the qualification stated were not required but optional. Leslie ask Chad if he had his Class C Operators License and Chad stated that he was enrolled in the class to get his Class C License. James and Tabitha brought up about the Laws of Cedar Key Water & Sewer District book needs to be updated both in the books the employees have and on the website. Chad explained to the Board where the GM ad has been posted and how many we have received. The Board agreed that they would like to see all applications for the GM position so they can make a decision on candidates. James brought up that the Board should be the only ones to hire and fire and employee and after discussion it was determined that the Board would handle that aspect of the job. The Board continued to discuss the qualifications of the GM and some changes were made to the ad to be resubmitted on all posted sites. Leslie ask if Chad would have an answer about his job and he stated that he would have the Board an answer by June 1, 2022. Dottie ask John if he would be willing to help in Chad's absence and he stated that he was willing to help if needed but did not want to be here on a daily basis.

6. Attorney Report. None
7. Commissioner Comments. None
8. Public Input. None
9. Adjournment: There being no more business to conduct, the meeting was adjourned at 6:43 p.m.

  
Dottie Haldeman, Chairperson

  
Leslie Sturmer, Commissioner &  
Secretary of the Board