

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

**Minutes of Regular Meeting  
Board of Commissioners  
May 10, 2021**

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

Others Present: Chad Wisdom, John McPherson, James McCain, Mac Cox, Robert Beauchamp, Jim Wortham, Chris Reynolds, Zach Chalifour, Clay Childers, Jan 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 Joe Hand. Passed by a vote of 5-0.
4. Oath of Office. Stephen Rosenthal, re-elected to the Board, and Tabitha Lauer, newlyelected to the Board, both took the oath of office and were sworn in.
5. Election of Chair and Secretary.

Chair: Joe Hand nominated Stephen Rosenthal for the position of Chair. Seconded by Dottie Haldeman. There were no further nominations. Mr. Rosenthal was elected by a vote of 5-0.

Secretary: Dottie Haldeman nominated Leslie Sturmer for the position of Secretary. Seconded by Joe Hand. There were no further nominations. Ms. Sturmer was elected by a vote of 5-0.

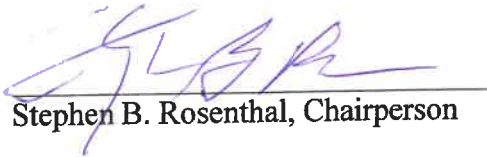
6. Audit Report. The final audit report for 2019-2020 was presented by Zach Chalifour of James Moore CPAs. Mr. Chalifour summarized the report with emphasis on the following:
  - The report is an unmodified opinion.
  - Lack of segregation of tasks, which is a common problem with small entities.
  - Need a better inventory of supplies.
  - Use of the line of credit, and reserves.


Dottie Haldeman asked about the rates that would be needed to construct the new water treatment plant. Robert Beauchamp stated that it would depend on the cost of the new plant. There was general discussion about the options for funding the cost of the new plant. Mr. Beauchamp pointed out that the District could get a CPI for small rural utilities which could be used as a basis for rate increases.

**Motion** by Dottie Haldeman to adopt the final audit report as presented. **Second** by Leslie Sturmer. Passed by a vote of 5-0.

7. Approval of Minutes. **Motion** by Dottie Haldeman to accept the minutes of the regular meeting of April 12, 2021, as presented. **Second** by Joe Hand. Passed by a vote of 5-0.
8. Financial Reports. Budget, Balance Sheet, Checkbook Activity, 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 5-0.
9. Public Input. Jim Wortham, City Commissioner, requested that the Board schedule the joint meeting with the City Commission as called for in an interlocal agreement between the City and District. It was agreed to schedule the meeting for 5:00 pm on June 15, 2021.
10. Bill Adjustment. **Motion** by Dottie Haldeman to approve the bill adjustment request by Rosemary Cook as meeting the requirements for an adjustment. **Second** by Joe Hand. Passed by a vote of 5-0.
11. General Manager Report.
  - a. *Water Plant.* The GM reported that pursuant to the authorization by DEP to re-run the 90-day GAC pilot test, the carbon is being replaced and the re-run of the test will begin during the week of May 11, 2021. He reported that the DBP samples have continued to look promising, but are climbing and are showing that the life of the carbon would be in the 2 month range, which would have an annual carbon cost of \$18100.00. He stated that during the re-run of the test, ways to extend that time would be explored.
  - b. *Wastewater System.* The GM reported that CROM Corporation began concrete repairs at the WWTP, and that the condition of the concrete was much worse than initially thought, with significantly more materials and repairs needed. This will result, he reported, in higher costs so that the budgeted amount we will only cover approximately 1/3 of the project originally slated for this budget year. He also reported that the lift station refurbishment has been looked at by two separate contractors with their bids to be coming soon. Finally, he reported that it was discovered that some small sink holes were forming in the wastewater absorption field that, upon further inspection, it was determined that some of the sections had been run over with a heavy vehicle causing damage is currently being repaired.
  - c. *Cell Service.* The GM reported that the final lease agreements with Verizon have now been executed by all parties, and that it is up to Verizon to decide when to install the new antennas.
  - d. *Covid-19.* The GM reported that the District continues to follow mask-wearing and separation protocols at the District office, and that wastewater samples continue to be taken to UF for analysis. The Board agreed that it was no longer necessary to wear masks in the office, and that the GM should decide whether it was time to move the meeting back to the District office.
12. Attorney Report. The attorney had nothing to add.
13. Public Input. Public input was requested, but none was provided.

14. Commissioner Comments: Tabitha Lauer stated that she was happy to be on the Board and looked forward to working on District issues.
15. Adjournment: There being no further business to conduct, the meeting was adjourned at 6:40 p.m.

  
Stephen B. Rosenthal, Chairperson

  
Leslie Sturmer, Commissioner &  
Secretary of the Board

Date: 06/14/2021

