

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

Minutes of Regular Meeting  
**Board of Commissioners**  
January 13, 2025

Board Members Present: Leslie Sturmer, Joe Hand, Stephen Rosenthal, Michael Borelli, Johnathan Ferguson.

Other Presents: Evan Rosenthal, John Rittenhouse, James McCain, Gabe Doty, Doris Hellerman, and Sue Colson.

1. Meeting called to order at 5:01 p.m. by Michael Borelli, Chair.
2. Pledge and Moment of Silence.
3. Public Comment. No Public Comment at this time.
4. Adoption of Agenda. **Motion** by Stephen Rosenthal to Adopt tonight's agenda. **Second** by Leslie Sturmer. Passed by vote 5-0.
5. Adoption of December 09, 2024 Board Meeting Minutes. **Motion** by Stephen Rosenthal to approve the December 9, 2024 Board Meeting Minutes. **Second** by Joe Hand. Passed by vote 5-0.
6. Request from City of Cedar Key for Storage Building on Water Tower Property. Mr. John let the Board know what the City was requesting and where the Building would go at the Water Tower Site. Mr. John also provided the Board with a passage from the District's Lease with the City. **Motion** by Johnathan Ferguson to approve the Request from the City of Cedar Key for Storage Building on Water Tower Property. **Second** by Leslie Sturmer for discussion. After some discussion the Board approved the Request. Passed by vote 5-0.
7. Relocation of Admin Building/Wastewater Treatment Plant. Mr. Johnathan and the Board discussed the Relocation of the Admin Building and going over the memo that was given to each Board Member outlining some of the research he has done on hardening the Admin Building or using a Planking Method on the doors and windows to keep water out of the Building. Mr. Rosenthal ask if Mr. Johnathan had done any research on building a structure out at the CKWSD Well Site or if that was even an option due to space at the CKWSD Well Site. There was also some discussion of having a Mobile Lab, to which Ms. Leslie said she could get some information on that from UF IFAS to share with the Board. Ms. Leslie also suggested that Mr. Johnathan speak with Greg Lang and get his opinion from a Construction point of view on building a new structure for the Admin Building. Sue Colson had a few suggestions that she and the Board discussed. Mr. Johnathan agreed to explore all of the suggestions that were discussed for the next meeting.
8. Resolution to Address Adjustments and Fees Following Named Storm Events. Mr. John and the Board discussed the some of the wording and time frame for some of the items in the Resolution. The Board ask that the Resolution add that there be a 90 day time period to start the day of the Named Storm Event. Sue Colson ask that the CKWSD and City get together to form a plan of action on what to do when a house is to be demolished due to storm damage. **Motion** by Johnathan Ferguson to approve Resolution to Address Adjustments and Fees Following Named Storm Events amending Section 5.08 with the addition of 90 period to Subparagraph B3. **Second** by Leslie Sturmer. Passed by vote 5-0. Ms. Leslie passed out an article she read in the CFEC newsletter on Storm Recovery Fee. The Board read and discussed the article and decided to revisit the idea if needed in the future.

9. Resolution to Engage with Seacoast Bank for Line of Credit for Construction Projects. Mr. Mike had a question about the \$50,000 disbursement that would be spent after closing. Evan and Mr. John explained that since the District is a tax exempt entity that is standard IRS requirement and the money would be paid back as quickly as possible. Mr. John discussed with the Board the phone conference between himself, Seacoast Bank, and Bond Counsel. Mr. John discussed with the Board that the District could not pledge its revenue to the \$1.5 million Line of Credit since it has already pledged its revenues to the USDA Loan the District currently has, however covenant to Budget approval it could pledge revenue from the Grant Funds if there were any left over. Seacoast and Bond Counsel are working out the details and hopefully Mr. John or Evan will be able to present them at the February Board Meeting. This was the first reading of the Resolution that will be voted upon at the February 10, 2025 Board Meeting.
10. 2025 CKWSD Election Information. Alicia reported the dates for Election Qualifying start on Tuesday, January 21, 2025 at 8:00 am and end on Friday, January 24, 2025 at Noon. Commission Seat #2 held by Johnathan Ferguson and Commission Seat #4 held by Stephen Rosenthal are up for re-election. These are both two year terms. Any one wishing to Qualify for these two seats may do so up to two weeks early. Election Qualifying packets are available at the CKWSD Office.
11. Florida Department of Environmental Protection Lift Station Rehabilitation Phase I. Mr. John reported on the work that is currently being done on Lift Stations. Lift Stations #1 & #6 need parts that are currently unavailable at this time, so they are continuing to work on the smaller Lift Stations that they have all the parts for. Unfortunately the Lift Stations have not went in the order they were expected to, but at least one should be done by Memorial Day.
12. Florida Department of Environmental Protection Lift Station Rehabilitation Phase II. Mr. John recommended that the District use BDI for the Lift Station Rehabilitation Phase II. Evan stated that if the District wanted to use BDI they could but that John would need to bring a Task Order for the costs before the Board outlining the Scope of Work for Phase II for approval. Since the Board has three separate Engineering Firms on Continuing Contract if the District can not negotiate a reasonable price for the Phase II Scope of Work, the District can ask one of the other Engineering Firms for a proposal for the work without having to go through the Bid Process. **Motion** by Leslie Sturmer to have John obtain a Task Order for the Scope of Work for the Lift Station Rehabilitation Phase II. **Second** by Johnathan Ferguson with the stipulation that John give the Board his opinion on whether the Task Order is fair or not. Passed by vote 5-0.
13. Waccasassa Water and Wastewater Cooperative Progress Report. Mr. Joe summarized the W3C meeting that was held on December 18, 2024. Mr. Joe briefly went over the two reports that Robert Beltram from Dewberry discussed and let the Board know that he would send all the information to Alicia so that she can post them on the District's website under the W3C tab. The reports which outline the \$300,000 Facilities Plan that will be sent to FDEP and SRF Priority List Meeting on February 5, 2025. Mr. Joe went over some of the costs for the W3C projects and that if the Cedar Key Pipeline was not funded that none of the projects would be, so Dewberry would be very supportive in getting the funds for that part of the W3C projects. There was also a list of Funding Sources they were going to be looking into to fund the W3C Projects. Mr. Rosenthal expressed his disapproval for the costs in the Facilities Plan. There was some discussion on what the costs would have been if the District were to build a new Water & Sewer Plant. There was some discussion on the Legislation Delegation Meetings that were attended by W3C Members and Mr. John. The next W3C Meeting will be on January 15, 2025 at 1:00 pm in Otter Creek.
14. Hurricane Idalia Insurance Claims. Mr. John reported he had nothing to ad on this topic.
15. Financial Reports: Balance Sheet; Budget Report; Checkbook Activity; Past Due Accounts Report; Employee Leave. Mr. Joe ask about Ad Valorem Taxes and how slow it has been in receiving them. The Board then discussed a few other line items on the P/L. The line items that were discussed are: 580.06 Miscellaneous for \$6000 that Mr. John stated was moved to Storm Repairs, The line other line items discussed were 610.04 RO System, 640.02 Repairs/Maintenance. The Board ask Mr. John and Alicia about Cedar Cove and a few other business that are behind.

Mr. John and Alicia let the Board know that they have been in contact with the customers and they have assured them that payment is coming, but that some are still waiting on their insurance payments to come in so they can get caught up.

16. Bill Adjustment Requests. The Board discussed Faye Sanders request. **Motion** by Leslie Sturmer to approve Faye Sanders Bill Adjustment Request. **Second** by Joe Hand. Passed by vote 5-0. The Board then discussed Robert Solano's request that was tabled from last month. Alicia presented the Board with the information that the Board requested on his former Bill Adjustment. **Motion** by Johnathan Ferguson to approve the Bill Adjustment Request for Robert Solano. **Second** by Leslie Sturmer. Passed by vote 5-0.
17. General Manager's Report. Mr. John and the Board briefly discussed Ann retiring at the end of February. Everything else was discussed throughout the meeting.
18. Attorney's Report. Nothing to report at this meeting.
19. Commissioner Comments. No Commissioner Comments.
20. Public Comment.
21. Adjourn. Meeting adjourned at 7:04 pm.



Michael Borelli, Chairperson



Leslie Sturmer, Commissioner &  
Secretary of the Board