

MINUTES
REGULAR MEETING
ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS
201 SELMA AVENUE, ENGLEWOOD, FL 34223
JUNE 13, 2024 @ 8:30 A.M.

Board of Supervisors:

Robert C. Stern, Jr., Chair
Lani Gaver, Vice-Chair
Dennis Pinkiewicz
Sydney B. Crampton (absent)
Taylor Meals

Staff:

Keith R. Ledford, Jr., P.E. Interim Administrator
Robert H. Berntsson, District Counsel
Dewey Futch, Water Operations Manager
David Larson, Wastewater Operations Manager
Lisa Hawkins, Finance Director
Teresa Herzog, Executive Assistant

1. The meeting began with the Pledge of Allegiance and roll call to establish a quorum.
2. ANNOUNCEMENTS – Additions or Deletions – None
3. PUBLIC INPUT – None
4. PRESENTATIONS
 - a. Service Awards – with gratitude, Chair Stern presented the following service award:
 1. Distribution Maintenance Technician, Michael J. Wise – 10-years
 - b. Anfield Consulting Group – Rosanna Catalano & Edgar Fernandez – Ms. Catalano & Mr. Fernandez gave an overview of their consulting group including their experience, funds they have secured for EWD and avenues available for future funding.
5. CONSENT SECTION – Chair Stern called for a motion to approve as a whole or pull anything for discussion. Mr. Meals moved, **“to approve the consent agenda as public,”** seconded by Ms. Gaver.
 - a. Minutes of the Regular Meeting dated May 9, 2024
Recommended Action: Approve the meeting minutes.
 - b. Big W Law Invoice dated May 31, 2024.
Recommended Action: Approve the attorney’s invoice in the amount of \$1,275.00.
 - c. Henderson/Franklin Attorneys at Law Invoice dated May 2, 2024.
Recommended Action: Approved the attorney’s invoice in the amount of \$90.00.
 - d. Clearwell Pump Installation
Recommended Action: Approve the installation of 2 clearwell pumps in the amount of \$42,000.00.

UNANIMOUS

24-06-13 CS A
24-06-13 CS B
24-06-13 CS C
24-06-13 CS D

6. DISCUSSION
 - a. Selection for the Administrator Position – Attorney Berntsson collected the written ballots and tallied the rankings of the three candidates. Candidate A received the highest ranking followed by Candidate C then Candidate B.

Discussion ensued with the board members agreeing that all candidates were well qualified for the position of Administrator and the merits of the candidates were also recognized. At conclusion of discussion,

Mr. Pinkiewicz moved, **“to hire Michael Collard as the Administrator of EWD,”** seconded by Ms. Gaver.

UNANIMOUS

24-06-13 A

Mr. Ledford indicated the motion was not as written so Attorney Berntsson asked if the written motion was their intent. Mr. Pinkiewicz and Ms. Gaver confirmed this was their intention. Board consensus was also reached to move to the second ranked candidate should negotiations fail with Mr. Collard.

Full motion read: To authorize the Board Chair and Human Resource Manager to negotiate and complete a job offer with Candidate A within the limits of the compensation wage matrix of the position (Exempt Job Grade 207), contingent upon successful results of a comprehensive background check and completion of a pre-employment physical and drug test.

b. August Meeting Schedule – Mr. Ledford introduced the item. Due to some scheduling conflicts, staff proposed moving the board meeting of August 8th to August 15th. This move would allow at least 4 board members to be present for the draft rate study presentation. Discussion about the rate study ensued followed by a motion.

Mr. Pinkiewicz moved, **“to change it to August 15th, the meeting,”** seconded by Mr. Meals.

UNANIMOUS

24-06-13 B

Full motion read: To move the August 8, 2024 regular board meeting to August 15, 2024.

7. ACTION ITEMS

a. V-1 AirVac SMART System Trial – Mr. Ledford detailed the conditions in V-1 that could benefit from a system that would continuously monitor the vacuum levels and respond if the levels dropped. After 3 months, if it is found to be beneficial we would pay for the system, if not it would be removed. He added that if this works, it is likely the system would be added to additional lines in V-1.

Mr. Pinkiewicz moved, **“to approve as presented,”** seconded by Mr. Meals.

UNANIMOUS

24-06-13 C

Full motion read: To move forward with the AirVac agreement of a 3-month trial period of their SMART System in the V-1 sewer area and contingent upon successful demonstration of performance improvements, the payment amount of \$50,484.70 will be made 3-months after the installation date.

8. INTERIM ADMINISTRATOR’S REPORT – Keith R. Ledford, Jr. P.E.

a. WATER OPERATIONS MANAGER – Dewey Futch

Production:

1. Total send out for May 2024 was 102.7 MG/2023 was 94.4 MG.

2. Average send out was 3.3 MGD/2023 was 3.0 MGD and the high send out was 3.7 MGD/2023 high was 3.7 MGD. Rainfall for 2024 was .43" and 2023 was .9".
3. This past month at the plant Cooper Timber finished the clearing of dead trees from wellfield 2.
4. Pro lime is still onsite cleaning the lime drying beds, the project is going well.
5. The Operators at the plant have been doing general maintenance as usual.

Distribution:

1. Distribution had 2 incidents to report:
 - a. Broken hydrants on South Oxford Drive and Loralin and South Pine Streets were replaced. Two-day bacteriological testing was done on both and passed with no issues.
2. New meter sets were 129 single family; 129 ERCs.
3. 61 radio-read heads were replaced.
4. 292 customer requested turn-offs were completed.

b. WASTEWATER OPERATIONS MANAGER – David Larson

WRF:

1. The average daily flow for May 2024 was 1.34 MGD, approximately 80K less than last year, with a peak flow of 1.79 MG.
2. Start-up on multiple pieces of equipment for the new headworks are taking place.
3. Evoqua is on site for the rehab of Plant #1.
4. Normal operations and maintenance are ongoing.

Collections:

1. Staff is working with the PCL contractors to get the temporary system at V-1 up and running correctly.
2. Normal operations and maintenance are ongoing.

c. TECHNICAL SUPPORT MANAGER – Keith R. Ledford Jr., P.E.

CIP/In-house Projects:

1. Mobile Generators – these were purchased through the \$750K grant we received. Start-up was done by Mid-Florida Diesel and the parts for the cable leads have been ordered. The final report will be submitted for reimbursement and the final cost to EWD was approximately \$40K.
2. RO Electrical Switchgear Repair – following the second shutdown, there were issues with the breakers. Once the final report is received we will have more details. It was determined that the needed repairs will be done with an emergency memo and ratified at the July meeting.
3. South WRF – New Headworks/Drying Beds – the switchgear is expected to be delivered in June and installed in July.

Developments/Projects Approved for Construction:

1. Boca Royale East – DEP approval for water has been received, wastewater to follow. The preconstruction meeting was held yesterday.

d. FINANCE DIRECTOR – Lisa Hawkins

Financial Statements:

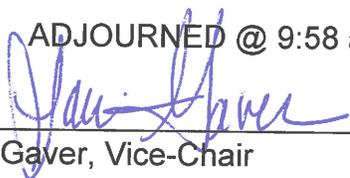
1. May – operating revenues were \$14.751M up \$1.1M from last year and operating expenses were \$11.929M up \$442K from last year leaving an operating surplus of \$2.822M.

Investment Statements:

1. May – we had \$18.591M invested at RBC, \$5M in cash for projects and \$2.914M at Centennial Bank for a total of \$21.505M.

Mr. Ledford concluded the Interim Administrator's report.

9. ATTORNEY'S REPORT – Robert H. Berntsson – None
10. OLD BUSINESS
 - a. 1339 Flamingo Drive – Mr. Ledford stated that after additional contact following the May meeting, the customer still decided to have the meter removed.
11. NEW BUSINESS – None
12. PUBLIC COMMENT – ANY TOPIC – None
13. BOARD MEMBER COMMENTS – the board thanked staff for their assistance in the Administrator search and Mr. Pinkiewicz asked about the hurricane preparedness plan.
14. ADJOURNED @ 9:58 am



Lani Gaver, Vice-Chair

APPROVED

/tlh