

**MINUTES
REGULAR MEETING
ENGLEWOOD WATER DISTRICT
BOARD OF SUPERVISORS
201 SELMA AVENUE, ENGLEWOOD, FLORIDA
NOVEMBER 7, 2013 @ 8:30 A.M.**

Board of Supervisors:

Taylor Meals, Chair
Steven Samuels, Vice-Chair
Sydney B. Crampton
Phyllis Wright
Eric Fogo (left at 9:20 a.m.)

Staff:

Michael J. Ray, Administrator
Robert Berntsson, District Counsel
Jarl "Jay" D. Linden, P.E. Technical/Operations Support Manager
Sonia R. Zoeller, Finance Director
Roger K. Quick, Water Operations Manager
Teresa L. Herzog, Board Secretary

1. The meeting began with the Pledge of Allegiance and a roll call to establish a quorum.

2. ANNOUNCEMENTS

a. Mr. Ray announced the budget summary portion of item 7b contains a typo however the motion is correct.

b. Ms. Crampton suggested discussion item 8a be presented before the action items so Ms. Osborne could leave the meeting earlier.

3. PRESENTATION – Representative Jerry Paul, District 71 (Republican) - Mr. Paul began his presentation by correcting the agenda stating he is a former Representative still practicing law. He detailed the work his firm Capitol Access does and suggested the District may benefit from joining his client list. If governmental policies that affect the District arise, Capital Access would provide a point of contact in Tallahassee. The state filing fee is \$45.00 and should the District use his firm in any matter the hourly rate would apply.

Board discussion ensued with a decision made to have Attorney Berntsson review an agreement prepared by Mr. Paul's firm and present it at the next board meeting.

4. SERVICE AWARDS - with appreciation, Chair Meals presented meter reader Beverly Perry with a 10 year service award.

5. PUBLIC INPUT – None

Change in agenda order, discussion item 8a

a. EWD 30 Acre Property Potential Acquisition – Debi L. Osborne, Director of Land Protection for the Conservation Foundation of the Gulf Coast – Ms. Osborne summarized the objective of the Conservation Foundation of the Gulf Coast stating their organization is the acquisition agent for Sarasota County's environmentally sensitive land protection program. The 30 acre property owned by EWD has been evaluated by the environmentally sensitive lands oversight committee of which Ms. Crampton is a member, and has determined the property fits the sensitive land criteria. Sarasota County has had an appraisal done and is interested in

purchasing the property. An offer could be made and negotiated if the Board is interested in selling.

Lengthy discussion took place with each board member giving their views on retaining or selling the property. During discussion Attorney Berntsson advised that selling the property is within the guidelines of the Enabling Act particularly if it's sold to another governmental agency. By consensus, the decision was made to review the offer and have further discussion at a future meeting.

6. CONSENT SECTION – Chair Meals called for additions, deletions and/or corrections to the consent section. Ms. Crampton amended the agenda changing Representative Jerry Paul, District 71 (Republican) to read Former Representative Jerry Paul, removing District 71 (Republican). Attorney Berntsson also amended the agenda changing Robert Benedict, Acting District Counsel to read Attorney Robert Berntsson, District Counsel.

Mr. Fogo moved, **“to accept as corrected,”** seconded by Mr. Samuels.

Unanimous

- a. Minutes of the Regular Meeting dated October 3, 2013 **13-11-07 CS A**
- b. Attorney's Invoice dated October 21, 2013 **13-11-07 CS B**

7. ACTION ITEM

a. WRF Peralisi Decanter Centrifuge Purchase – Mr. Ray introduced the item, stating the purchase is in the budget and sole source procurement, exceeding his authority.

Mr. Fogo moved, **“to accept as presented,”** seconded by Ms. Crampton.

Unanimous

13-11-07 A

Full motion read: **“To accept the sole source procurement proposal #130120-C from Peralisi North America for the purchase of a Centrifuge Decanter-Peralisi Jumbo 4 HS in the amount of \$260,000.00 as specified in their proposal dated October 18, 2013. Project costs to be taken from CIP.”**

b. WRF Filter Rehabilitation Project – Mr. Ray reviewed the item, stating the project is in the budget and sole source procurement, exceeding his authority.

Mr. Fogo moved, **“to accept as presented item 7b,”** seconded by Mr. Samuels.

Unanimous

13-11-07 B

Full motion read: **“To accept the sole source procurement proposal from Aqua-Aerobic Systems Inc. dated October 14, 2013 in the amount of \$138,225.00 to supply parts and labor to bring two 6 disk AquaDisk filters on line as part of the WRF Filter Rehabilitation Project. Project costs to be taken from Operating Capital Outlay.”**

c. Gasparilla Island Water Association Interlocal Agreement Renewal – Mr. Ray presented the item explaining the renewal is for an existing agreement that has not been modified, just extended for an addition 5 years.

Mr. Samuels moved, **“to approve as presented,”** seconded by Ms. Crampton.

Unanimous

13-11-07 C

Full motion read: **“To authorize the Chairman to sign and the Secretary to the Board attest renewal of the Interlocal Agreement between The Englewood Water District and Gasparilla Island Association for an additional five year term utilizing the District as the back-up “Sludge” disposal facility for the Gasparilla Island Water Association, Inc. Wastewater Treatment Plant.”**

Mr. Fogo departed at 9:20 a.m.

d. Neptune Radio Read Meter Purchase – Mr. Ray introduced the item explaining that meters are budgeted yearly as part of the meter replacement program. Currently meters are purchased \$25,000 at a time, with board approval; larger quantities of meters can be purchased as they are needed without delay.

Ms. Crampton moved, **“to authorize the purchasing agent to issue a purchase order to Sunstate Meter and Supply for meter replacement program. Program costs to be taken from Operating Expenditures,”** seconded by Ms. Wright.

Unanimous

13-11-07 D

8. DISCUSSION ITEM – agenda change, moved to follow public input.
9. ADMINISTRATOR'S REPORT – Michael J. Ray
 - a. WATER OPERATIONS MANAGER – Roger K. Quick
 1. Distribution Foreman – Wayne Kershanick
 - a. Service line breaks and two emergency water service requests caused by the heavy rains this past month have been addressed.
 - b. Meter change outs are ongoing.
 - c. Service to hydrants and adding hydrants are ongoing.

Mr. Quick continued with his report.

1. Production is averaging 2.5MGD, up from last month as expected.
2. New membranes were installed in trains B and C; both trains are back up and running. The better membranes removed from those trains will be moved to trains A and D.
3. General maintenance is being done as staff is gearing up for season.

b. TECHNICAL/OPERATIONS SUPPORT MANAGER - Jarl 'Jay' D. Linden, P.E.
Mr. Linden reviewed his written report with updates.

1. Dearborn Street Drainage Project – the completion date has been postponed to the end of January.

2. Winchester South Project – attended the pre-construction meeting October 9. The notice to proceed has been issued and completion date is scheduled for March 2, 2015. An additional item came up with the project, DOT requested the addition of a right turn lane north onto Winchester, DMK has been awarded the task order by Charlotte County. There is a forcemain, drainage retention area and a wetland where the road is going to be. They want to do this addition as a change order to The Winchester South Project, part of the JPA we already have. DMK will provide EWD with utility relocate for and the design of the road for Charlotte County, all in one project.

3. V9-B Vacuum Sewer – the storage yard is being secured on Manasota Key Road.

4. WRF Odor Control – the performance test was successfully conducted on October 23. Certification of Completion was submitted to DEP October 31, 2013 completing the consent order. The deadline was met.

3. Keyway Place Development –met with the Engineer and new owners Ryland Homes. Clearing has begun for the 71 units.

4. Paul Morris Industrial Park –the CRA will apply for a grant to install central sewers in June of 2014.

c. FINANCE DIRECTOR – Sonia R. Zoeller

1. SAP Financial Software Presentation – Ms. Zoeller presented a demonstration highlighting the capabilities of the new SAP Financial Software.

2. The new Department Budget Reports generated by SAP and included in this board packet will now be included monthly.

Mr. Ray concluded the Administrator's Report.

10. ATTORNEY'S REPORT – Robert Berntsson - None

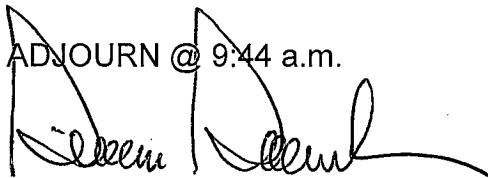
11. OLD BUSINESS - None

12. PUBLIC COMMENT - None

13. NEW BUSINESS - None

14. BOARD MEMBER COMMENTS - None

15. ADJOURN @ 9:44 a.m.



Steven Samuels, Vice-Chair

/tlh