

**MINUTES  
REGULAR MEETING  
ENGLEWOOD WATER DISTRICT  
BOARD OF SUPERVISORS  
201 SELMA AVENUE, ENGLEWOOD, FLORIDA  
DECEMBER 5, 2013 @ 8:30 A.M.**

**Board of Supervisors:**

Taylor Meals, Chair  
Steven Samuels, Vice-Chair  
Sydney B. Crampton  
Phyllis Wright  
Eric Fogo

**Staff:**

Michael J. Ray, Administrator  
Robert Berntsson, District Counsel  
Jarl "Jay" D. Linden, P.E. Tech/Operations Support Manager  
Sonia R. Zoeller, Finance Director  
Philip E. Wagoner, Wastewater 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 – None
3. PUBLIC INPUT – None
4. CONSENT SECTION - Chair Meals called for corrections, additions and/or deletions to the consent agenda.

Hearing none, Mr. Samuels moved, **"to approve as published,"** seconded by Mr. Fogo.

**Unanimous**

- |  |                      |
|--|----------------------|
| a. Minutes of the Regular Meeting dated November 7, 2013 | <b>13-12-05 CS A</b> |
| b. Attorney's Invoice dated November 18, 2013            | <b>13-12-05 CS B</b> |

5. ACTION ITEM

a. Consultant Agreement with Capitol Access – Mr. Ray introduced the item stating the agreement had been reviewed and approved by District Counsel and added that if a matter arose and Capitol Access was utilized it would be presented to the Board for approval. At Ms. Crampton's request, the agreement will be reviewed annually by the Board before renewal.

Mr. Fogo move, **"to authorize the Chairman to sign and the Secretary to the Board attest the Professional Services Agreement between The Englewood Water District and Capitol Energy Florida Service, LLC d/b/a Capitol Access,"** second Mr. Samuels.

**Unanimous**

**13-12-05 A**

b. WRF Dump Trailer Purchase – Mr. Ray presented the item stating the trailer would be used for hauling sludge from the WRF to the County biosolids facility at the Zemel Road landfill, scheduled to open in January. The trailer is not a budgeted item but savings realized by hauling the biosolids ourselves would be used to make the purchase.

Mr. Fogo moved, **"to accept the bid as presented,"** second by Ms. Crampton.

Full motion read: **“To purchase, piggybacking Seacoast Utility Authority Bid No: 13-536-WW one (1) aluminum dump trailer from Warren Equipment Inc. in the amount of \$43,295.00. Funds to come from Capital Outlay.”**

6. DISCUSSION ITEM

a. EWD 30 Acre Property- Mr. Ray opened the discussion by referencing the letter sent by the Conservation Foundation of the Gulf Coast. Mr. Linden continued by reviewing the aerial map and letter which contained an offer of \$157,500.00 to purchase the property. Ms. Osborne, Senior Project Manager for the Conservation Foundation was present to answer questions for the Board and staff.

Lengthy question and answer discussion ensued to include how the property would be used by the public, concerns of ongoing preservation, who would manage it, the possibility of fencing the property, the public access location to it, and the possibility of splitting it. Attorney Berntsson then gave his opinion of selling or retaining the property for conservation and his preference of a purchase contract with contingencies instead of an option agreement. He then inquired if the appraisal that was done would be available to the District, the need for an environmental assessment and how the expenses associated with selling and purchasing the property would be negotiated.

At conclusion of the discussion, staff was directed to respond to the letter and request a copy of the appraisal as public records if available, if unavailable, staff was instructed to obtain an appraisal on the property.

7. ADMINISTRATOR'S REPORT – Michael J. Ray

a. WASTEWATER OPERATIONS MANAGER – Philip E. Wagoner

1. Collections Foreman – Ron Franklin

- a. The rainy season kept crews busy with repairs, mostly caught up now.
- b. Working with the contractor on the Dearborn Street drainage project moving vacuum mains and pits. They are now working 6 days a week to complete the project.
- c. Gearing up for the V9-B sewer project.

Mr. Wagoner continued with his report,

1. The ASR Monitor Well Project is moving along, sampling has been completed and the project is wrapping up. Certification of Completion from Mark McNeal of ASRus is expected soon.

2. Staff has been working to complete the DEP annual reuse report due the first of January, it will be submitted soon.

3. The Disk Filter Project is proceeding.

b. TECHNICAL/OPERATIONS SUPPORT MANAGER - Jarl 'Jay' D. Linden, P.E.

Mr. Linden reviewed his written report with updates.

1. Dearborn Street Drainage Project – from now until the project is complete, the contractor will be working Saturdays. EWD staff will be available if needed. The official completion date is January 24, 2014.

2. V9-B Vacuum Sewer –the contractor should be on site soon.

3. WRF Odor Control – DEP did a surprise inspection November 15 and found no issues that we are aware of. The final documents to close the consent order should arrive soon.

4. Keyway Place Development – the property has been cleared, staff met with the contractor and drainage, water and sewer piping will begin. The developer agreement is being negotiated.

5. Bocilla Utilities Inc. – construction commenced November 13.

6. Sassy Snapper Restaurant – currently there is an old package plant, drain field and private lift station that will be demolished and rebuilt as a new private lift station.

7. Boca Royale – construction of Unit 11 consisting of 184 lots has begun, phase III consisting of 12 lots is complete. Phase IV will begin soon with a CCC payment of \$62,000 being made.

8. Annual reports are being worked on by staff. A web based work shop for completion of some of the DEP and SWFWMD forms will be attended.

9. EWD 750 Acre Property – Staff met with representatives for the owner of The Villages of Manasota Beach Development and their Engineers. First and foremost, EWD's goal is to protect and preserve Wellfield 3 located within the property. Preliminary discussion of land swaps and relocation of transmission mains were reviewed. Additionally, they would like EWD to be a co-applicant on the Sarasota County rezoning application, we have agreed to this upon Counsel approval. Also, since EWD can't provide reclaimed water for irrigation and Sarasota County can, they have asked if this would be a problem. We agreed with the stipulation that if EWD reclaimed did become available, they would be required to connect. Board discussion ensued and staff was tasked with possibly renegotiating the reclaimed water agreement that supplies reclaimed water outside the District.

c. FINANCE DIRECTOR – Sonia R. Zoeller

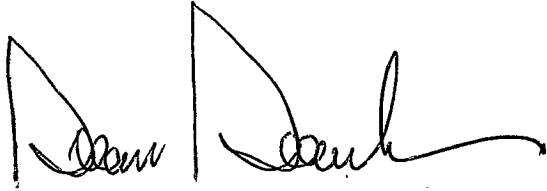
1. The auditors have postponed the audit until January 6 due to staffing issues at CliftonLarsonAllen.

Mr. Ray concluded the Administrator's report.

8. ATTORNEY'S REPORT – Robert Berntsson - None

9. OLD BUSINESS – Mr. Fogo updated the Board on a matter with an insurance claim being denied because of an endorsement that excluded water damage coverage. The claim was paid and negotiations are taking place with the underwriters to remove that endorsement. Staff recommended that water damage coverage be obtained if the endorsement isn't removed.

10. PUBLIC COMMENT – none
11. NEW BUSINESS - None
12. BOARD MEMBER COMMENTS – None
13. ADJOURN – @ 9:50 a.m.

A handwritten signature in black ink, appearing to read "Steven Samuels", written over a horizontal line.

Steven Samuels, Vice-Chair

/tlh