

**MINUTES
ANNUAL & REGULAR MEETING
ENGLEWOOD WATER DISTRICT
BOARD OF SUPERVISORS
201 SELMA AVENUE, ENGLEWOOD, FLORIDA
JANUARY 16, 2014 @ 8:30 A.M.**

Board of Supervisors:

Taylor Meals, Chair – Seat #2
Steven Samuels, Vice-Chair – Seat #1
Sydney B. Crampton – Seat #3
Phyllis Wright – Seat #4
Eric Fogo – Seat #5

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 roll call to establish a quorum.
2. ANNOUNCEMENTS – Mr. Ray announced that a replacement page in the Financial Investment Report was distributed because of a 12 cent mathematical error.
3. SERVICE AWARD – Chair Meals presented a 5-year service award to Distribution Workman I Mike Wallace with thanks and appreciation.
4. PUBLIC INPUT – None
5. ELECTION OF OFFICERS – Chair Meals suggested the election of officers be moved to new business and also at that time to open discussion addressing when the election of officers took place. He stated it would be easier for the new Chair to take their seat at the end, as opposed to the middle of the meeting. Attorney Berntsson reviewed the enabling act which only requires there be an annual meeting held every January but does not say before conducting any further business and agreed the rationale made sense. Hearing no objections, election of officers was moved to new business.
6. CONSENT SECTION – Chair Meals called for additions, deletions and/or corrections to the consent section. Hearing none, Mr. Fogo moved, **"to accept,"** seconded by Mr. Samuels.

Unanimous

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| a. Minutes of the Regular Meeting dated December 5, 2013 | 14-1-16 CS A |
| b. Attorney's Invoice dated December 16, 2013 | 14-1-16 CS B |

7. ACTION ITEM

a. CY' 14 Schedule of Meetings – Chair Meals introduced the item and explained the meeting schedule followed the same schedule as last year, with one meeting per month and the dates had no conflict with holidays. He then called for comments. Ms. Crampton stated she may have trouble with the July 17 meeting. Chair Meals responded that as long as 4 out of 5 present, it won't be an issue.

Mr. Samuels moved, **"to accept the Schedule of Regular Meetings for Calendar Year 2014 and the Annual Meeting of 2015 as presented,"** seconded by Mr. Fogo.

8. DISCUSSION ITEM - None

9. ADMINISTRATOR'S REPORT – Michael J. Ray

a. WATER OPERATIONS MANAGER – Roger K. Quick,

Change in agenda order, Lab Director Karen Ernst began with her report.

a. Every 3 years lead and copper testing is required in the community. Homes on the list of acceptable addresses are old and some have been repiped which presents a problem fitting the perfect criteria required to be part of the testing. Because we've never had a lead or copper problem requirements have decreased over the years.

b. Laboratory staff will be assisting Production with their required 3 year testing rotation.

Mr. Quick continued with his report,

1. Production is averaging 2.5 MGD, normal for this time of the year, biggest months are usually March, April and May.

2. 2014 is the big sampling year and will begin soon. Two large coolers are sent, followed in 60 days by resampling. The odor sample has to be hand delivered to a lab in Venice.

3. All information and collected field data has been provided to Atkins for the completion of the Annual Wellfield Report and the Annual Hydrobiological Monitoring Report. Adkins submitted the reports to SWFWMD and we expect no comments. The annual Injection Well Report will be the next project with Atkins.

4. Distribution has been keeping up with service line repairs and also new radio read meter installation. As part of the meter replacement program, approximately 41% of the meters are now radio read. As part of the re-organization the Meter Department has been moved from the front office to Distribution.

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

Mr. Linden continued with updates to his written report.

1. Dearborn Street Drainage Project - Water mains were moved on Monday, January 13. The new completion date is March 7, 2014.

2. Winchester South Project – clearing has begun on the south end of Placida Road, some utilities will need to be moved.

3. V9-B Vacuum Sewer – the project has started, staff has been answering customer's questions.

4. Keyway Place Development – proceeding, they may want to change the tie-in location.

5. Bocilla Utilities, Inc. – connection to our system is anticipated to be March 1. A meeting is scheduled for next week to discuss the tie in procedure.

6. EWD 30 Acre Property –Sarasota County will not be sharing their appraisal. As directed by the Board we will be obtaining our own appraisal. Currently we are in the bid process and will likely have the appraisal available at the March meeting.

7. EWD 750 Acre Property – there will be a Neighborhood Workshop held Wednesday, January 22 at 6:00 p.m. at the Prince of Peace Lutheran Church. The owners are still proceeding in the rezoning process with Sarasota County. Concept plan only, not binding until it's approved.

8. Korp Property – part of Boca Royale consisting of 126 paired villas. A letter of availability has been sent.

9. Sterns Property – also part of Boca Royale consisting of 33 single family homes. A letter of availability has been sent.

10. Park Forest Phases 6B and 6C – consisting of 70 lots, the plans have been approved and the DEP permit was signed January 3.

c. FINANCE DIRECTOR – Sonia R. Zoeller

1. Fixed Assets Additions and Deletions Report - there have been additions of \$2.8M and deletions of \$455,000. A portion of the deletions is the demolition and rebuilding of the scrubber and the covers at the WRF as part of the Odor Control Project.

2. Budget Report – the budget is right on track.

3. FY13 Audit – the auditors will be here until Friday and available to the Board for any discussion.

Mr. Ray continued with the Administrator report.

1. A second tanker trailer has become available and will be purchased for the Collections Department to be used for hauling during storm events. The purchase is under \$25,000 and no budget increase is necessary.

Mr. Ray concluded his report.

10. ATTORNEY'S REPORT – Robert Berntsson - None

11. OLD BUSINESS - None

12. PUBLIC COMMENT – None

13. NEW BUSINESS

a. Election of Officers – Chair Meals opened the discussion. Because the Chair meets with staff the Wednesday before the meeting, they are prepared to conduct it without surprises. If the election of officers happens at the beginning of the annual meeting, the incoming Chair doesn't have the benefit of the Wednesday meeting. Chair Meals proposed holding the election in December and ratify it at the January meeting or hold the annual meeting in December and also ratify it in December. Attorney Berntsson interjected that legislature requires the Annual meeting to be held in January.

Upon conclusion of discussion, a decision was made to hold the election of officers in December and ratify it at the Annual meeting in January. Attorney Berntsson then accepted the gavel for purpose of election of officers. Nominations for the position of Chairman were requested.

1. Mr. Samuels was nominated by Chair Meals

Attorney Berntsson called for a motion to close the nominations.

Mr. Meals moved, "**to closed the nomination for Chair,**" seconded by Mr. Fogo. Nominations were closed, a vote taken and Mr. Samuels was declared Chairman.

Unanimous

14-01-16 B

Attorney Berntsson then called for nomination of Vice-Chair.

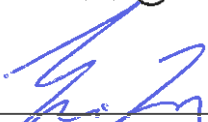
1. Ms. Wright nominated Mr. Fogo

2. Mr. Fogo nominated Mr. Meals

Nominations were closed, a vote taken. Mr. Fogo was declared Vice-Chairman.

14. BOARD MEMBER COMMENTS - None

15. ADJOURNED @ 9:00 a.m.



Eric Fogo, Vice-Chair

/tlh