

**MINUTES  
REGULAR MEETING  
ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS  
201 SELMA AVENUE  
DECEMBER 4, 2014 @ 8:30 A.M.**

**Board of Supervisors:**

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

**Staff:**

Michael J. Ray, Administrator  
Robert Berntsson, District Counsel  
Jarl “Jay” D. Linden, P.E., Tech/Operations Support Manager  
Pat Zoeller P.E., Utility Engineer  
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 roll call to establish a quorum.
2. ANNOUNCEMENTS – Mr. Ray announce that Mr. Meals was called out of town and was unable to attend today’s meeting.
3. SERVICE AWARD – With expression of gratitude, Chair Samuels presented Water Plant Operator Richard (Rick) Fredette with a 25 year service award.
4. PUBLIC INPUT –
  1. Egan Tancre - 6031 Osprey Road (497-6264) Mr. Tancre began by referencing an article in the Englewood Sun written by Steve Reilly regarding evaluating the sewer system again in South Venice and Manasota Key. He conveyed to the Board his concerns that the Florida Statue, Public Law 204-439 has not been followed in the past when planning for sewer installation. He felt the public meetings, advertised 14 days in advance has not been followed and additionally the fact that the public must be convinced that sewers are necessary has been ignored. He also questioned if an environmental assessment has been made of the area. Mr. Tancre continued by protesting the installation and forced connection of sewers. Attorney Berntsson responded by assuring Mr. Tancre that since he has been the attorney everything Englewood Water District has done in the past and in the future has and will follow the law. It is Florida State Statute that requires mandatory hook when sewer is available.
  2. Kathlyn Messina - 6870 Manasota Key Road (475-0317) Ms. Messina began by asking what the plans for sewers on Manasota Key are. Mr. Ray responded that Manasota Key is an “A” (alternate) area and isn’t in the 5-year CIP budget at this time, but it may someday have sewer. She then referenced an article in the Venice Gondolier written by Steve Reilly and questioned why it needs to be done. Mr. Ray stated it will be done for the same reason as all other areas, it is part of the Englewood Water District service area. She then asked if he felt the Key is polluting, to which Mr. Ray replied no more or less than any other areas in Englewood. Chair Samuels added that the plan is not to sewer the Key in the next 5 years, but the Board could change that plan at any time. Mr. Ray then stated that adequate notice would be given to all affected customers if the decision to proceed with sewers on the Key was made.
5. ADMINISTRATION OF OATH OF OFFICE – Attorney Berntsson administered the Oath of Office to returning board members Ms. Wright and Mr. Fogo.

6. PRELIMINARY ELECTION OF 2015 OFFICERS – Attorney Berntsson began by explaining that by electing the officers at the December meeting and ratifying it at the January meeting it gives the incoming Chair the opportunity to prepare for their first meeting as Chair. Attorney Berntsson then called for nominations of the preliminary Chair.

Mr. Fogo moved, **“to be in favor of keeping the officers the same and would like to consider a motion,”**

Attorney Berntsson called for a motion, **“to consider the current Chair and Vice Chair,”** Ms. Crampton made the motion.

Attorney Berntsson continued, we have a nomination of the slate of the current Chair Mr. Samuels and Mr. Fogo as Vice-Chair, is there any other nomination?

Ms. Wright nominated **“Mr. Fogo as Chair,”** Mr. Fogo respectfully declined.

Attorney Berntsson called for additional nominations, hearing none he declared, **“tentatively set Mr. Samuels will remain as Chair and Mr. Fogo will remain as Vice-Chair,”** with no need to vote at this time, it will be ratified at the January meeting.” He then turned the meeting back over to Chair Samuels.

7. CONSENT SECTION – Chair Samuels called for removal of either and/or both items from the consent items, hearing no objections, he called for a motion.

Mr. Fogo moved, **“to approve,”** seconded by Ms. Crampton.

**Unanimous**

- a. Minutes of the Regular Meeting dated November 6, 2014 **12-12-04 CS A**
- b. Attorney’s Invoice dated November 17, 2014 **12-12-04 CS B**

8. ACTION ITEM - None

9. DISCUSSION ITEM

a. Renewal of Professional Services Agreement with Capitol Florida Service, LLC d/b/a Capitol Access – Mr. Ray began the discussion. This agreement was entered into last year, it wasn’t used at all but for the \$45.00 registering fee its worth renewing, to which Attorney Berntsson agreed. Should any matter arise that Mr. Paul represented Englewood Water District, it would be brought before Board for approval.

Mr. Fogo moved, **“to accept board agenda item 9a as presented,”** seconded by Ms. Wright.

**Unanimous**

**12-12-04 A**

10. ADMINISTRATOR’S REPORT – Michael J. Ray

1. COLLECTIONS FOREMAN – Ron Franklin

- a. Crews are doing 2-3 tie-ins a day in V9B.
- b. Working with FPL in Boca Royale updating the lift station, this is being done as an in-house project.
- c. A punch list has been requested for the Winchester project, if there are no items they would like us to sign off on the project.

a. WASTEWATER OPERATIONS MANAGER – Philip E. Wagoner

1. Plant 3 has been on line for 14 years, plans are to take it down and completely re-hab it. After a bit of maintenance, Plants 1 and 2 will be brought on line to take the flows. Re-hab costs for Plant 3 will be included in next year's budget.

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

1. V9-B Vacuum Sewer – project is complete, some minor questions are being addressed.
2. Villages of Manasota Beach – still finalizing the land exchange agreement, they are working on completing the exhibits and finalizing the documents.
4. Park Forest Phase 7 – renamed to Park Forest Phase 6D, plans are being reviewed and the permit will be signed.
5. V9-C Vacuum Sewer – preliminary design is being done by GWE, the septic tank location letter is complete and will be sent next week. The cost estimate will be available for the April meeting should the board decide to proceed.
6. Sandalhaven Force Main – they have received a DEP consent order. Instead of updating or repairing their package plant, they are going to hook up to our forcemain. Currently they are using 50,000 to 80,000 GPD of their 100,000 GPD capacity. The increase in flows will require them to sign another agreement to purchase additional capacity. The permits have been signed, we have plenty of capacity.

c. UTILITY ENGINEER – Pat Zoeller, P.E.

1. Working with Jay to get up to speed on all our projects.
2. Going to the South Venice meeting in January to address the V9C sewer project. A map of the area and a tentative schedule will be provided to them.

d. FINANCE DIRECTOR – Sonia R. Zoeller

1. Financial Report – as of September 30<sup>th</sup> we are over budget on our revenues and under budget on our expenditures.
2. Rate Covenant Calculation – to assure we are in compliance with our debt service, a bond counsel was hired to look at all our debt. Our overall covenant is 1.1. We have senior liens and subordinate liens, both are in compliance. Senior liens requirements are 1.05 and we are at 2.75 and subordinate liens requirements are 1.10 and we are at 1.32. This calculation is included in the budget to be sure it's also in compliance.
3. Investment Report – since August \$1.3 M in investments have been drawn down to pay debt services, V9A, and B.
4. Auditors were here for 3 days, so far we have provided all they are looking for. They will be back in January to complete the audit.

Mr. Ray concluded the Administrator's report.

11. ATTORNEY'S REPORT – Robert Berntsson - None

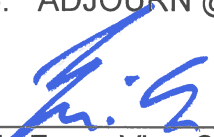
12. OLD BUSINESS - None

13. PUBLIC COMMENT – None

14. NEW BUSINESS - None

15. BOARD MEMBER COMMENTS - the Board acknowledged the passing of former Board member Paul Manke.

16. ADJOURN @ 9:32 a.m.



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Eric Fogo, Vice-Chair

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