

**MINUTES
ANNUAL AND ORGANIZATIONAL MEETING
ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS
201 SELMA AVENUE
JANUARY 15, 2015 @ 8:30 A.M.**

Board of Supervisors:

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

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
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 – None
3. SERVICE AWARDS – With thanks and appreciation, Chair Samuels presented Collections Workman II Rory Moser with a 15 year service award.
4. PUBLIC INPUT – None
5. CONSENT SECTION – Chair Samuels called for the removal of any item of the consent section. Hearing no objections, he called for a motion.

Mr. Fogo moved, **"to approve,"** Seconded by Ms. Wright.

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|--|----------------------|
| a. Ratification of Elected Officers | 15-01-15 CS A |
| b. Minutes of the Regular Meeting dated December 4, 2014 | 15-01-15 CS B |
| c. Attorney's Invoice dated December 16, 2014 | 15-01-15 CS C |

Unanimous

6. ACTION ITEM – Mr. Ray began the discussion by explaining that the calendar follows the same one meeting per month schedule as last year.

Mr. Fogo moved, **"to approve,"** seconded by Mr. Meals.

Full motion read, **"to accept the schedule of Regular Meetings for Calendar Year 2015 and the Annual & Organizational Meeting of 2016 as presented."**

Unanimous

15-01-15 A

7. DISCUSSION ITEM - None

8. ADMINISTRATOR'S REPORT – Michael J. Ray

1. LABORATORY DIRECTOR – Karen Ernst

a. The lab passed 4 different certifications without missing anything. The 2 year assessment will take place in March and this year it will be outsourced to a firm in Kansas instead of being done by the Department of Health as it has been in the past.

b. New employee Melinda Cooper is doing a great job.

a. WATER OPERATIONS MANAGER – Roger K. Quick

Production:

1. Production is up to 2.9 MGD, last year at this time the average was 2.55 MGD. We hit 3.0 MGD twice already this year.

2. Staff has been working with Atkins on the Hydrobiological Monitoring Report and the Annual Wellfield Report. They have been reviewed by staff and are expected to be turned in early next week. We do not anticipate any comments from SWFWMD on either report.

3. Staff is working on the MIT, this will be a full MIT consisting of an internal and external radioactive dye test and a camera inspection.

3. Preparation for the Injection Well Permit will begin soon.

Distribution:

1. Meter replacement and backflow testing is ongoing, also staff has replaced old services with low pressure complaints due to old galvanized fittings.

2. Regular valve, hydrant testing, and maintenance continues.

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

1. Winchester South Project – now known as Mac Horton Boulevard. A right turn lane going north is now necessary and a light mast will be installed near our 16" and 12" watermains, the mains will need to be relocated. This is not an expected project and is an expense we will need to add to this project.

2. Villages of Manasota Beach (750 acres) – have not heard from them in the last month. The land exchange agreement was sent and they are working on the descriptions for the exhibits.

2. Beach Road Low Pressure Sewer – plans are at 90%; The Engineer will provide a preliminary cost estimate to add this to the CIP budget.

3. Charlotte County Sidewalk Project No. 3 – if this project proceeds, it would be a good time to replace a portion of watermain in that area, which has been a long term project on the CIP. The 30% plans have been reviewed and we will coordinate with the County to include the relocation of the watermain in their project.

4. Sandalhaven Force Main – a letter will be sent informing them of the cost for the additional 100,000 gallon capacity.

5. Bocilla Utilities – Knight Island has an agreement with Bocilla Utilities to supply them with EWD water, Little Gasparilla Utilities also wanted to connect, but was unable because they are not permitted to cross the state park. Little Gasparilla Utility is going to go under the bay and hooking up to CCU, the whole key will then be connected to central water.

6. Attorney Berntsson added that he attended the Board meeting on Tuesday and the final paperwork to turn East Englewood over to Charlotte County was approved on their consent section.

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

1. Attended a meeting with Peace River to review the update to their master plan for their water supply, we are named in it because of the interconnect we have with Charlotte County and the final will not have a big impact on us.

2. Also attended a meeting with FDOT. They are putting in ATMS a communications wiring network and we are on their list of utilities in the area. Currently this project does not affect EWD.

3. I will be attending the South Venice Civil Association meeting on Monday to discuss the proposed V9-C sewer project. So far we have mailed out the septic tank/well form with some comments stating they are sending it without approving it.

d. FINANCE DIRECTOR – Sonia R. Zoeller

1. Audit – the auditors have been here for 2 weeks, the only issue there has been is the new GASB 65; it is a change in how assets and liabilities are reported. We will do a prior period adjustment that will change the Financial Statements from FY13 and we will be required to restate the Financial Statement that has already be submitted to the State.

2. There are 3 monthly board reports in the packet, with no big surprises.

Mr. Ray concluded the Administrator’s report.

9. ATTORNEY’S REPORT – Robert Berntsson

1. There was a change in the law last year about ethics training requirements for elected officials. The 4 hour training would include the Sunshine Law and Public Records Law, an opinion has come from the Commission of Ethics that states it does include special districts at this time.

2. Bob Benedict will be attending the February meeting.

10. OLD BUSINESS - None

11. PUBLIC COMMENT - None

12. NEW BUSINESS - None

13. BOARD MEMBER COMMENTS - None

14. ADJOURN @ 9:00 am



Eric Fogo, Vice Chair

/tlh