

**MINUTES
REGULAR MEETING
ENGLEWOOD WATER DISTRICT
BOARD OF SUPERVISORS
201 SELMA AVENUE
FEBRUARY 5, 2015 @ 8:30 A.M.**

Board of Supervisors:

Steven Samuels, Chair
Eric Fogo, Vice-Chair
Sydney B. Crampton
Phyllis Wright (absent)
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
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 – None
3. SERVICE AWARDS – with gratitude and thanks Chair Samuels presented Class C Water Plant Operator Greg Hammers with a 25-year service award and Warehouseman John Shreve with a 10-year service award.
4. PUBLIC INPUT
 1. Agnes Rodgens - 5950 Diana Road; Ms. Rodgens requested the time of the April meeting be changed to a time that is more convenient for those who work and she asked that a detailed agenda be available to the public before the meeting so they can get their thoughts together.
 2. John McCollum –5832 Plover Road Mr. McCollum requested the time of the April meeting be changed to 6:30 p.m.
 3. Dale Firebaugh - 5815 Viola Road; Mr. Firebaugh requested the meeting time be changed so more can show up and voice their opinions. Additionally, he questioned that since the District will not have to borrow money to pay for the sewer project, how does EWD have the ability to charge interest?
 4. Kathy Bolam – 131 Flamingo Road; Ms. Bolam stated that she is not in the proposed sewer project area, but is on the board of the South Venice Civic Association, elected to represent the people. She too asked that the April meeting be changed to an evening meeting to accommodate the working people and distributed a form she recommended be used to let the residents know about the time change. (attached)
 5. Linda Gray - 5009 Linda Road; Ms. Gray had to leave before her turn to speak. Chair Samuels read her statement: she requested the time of the April 2nd meeting be changed to an evening meeting, questioned how much owners who prepaid paid and when? And asked if the Board gets to vote on the proposed sewer project or do the residents get to vote yea or nay as a group?
 6. Jim Thykeson-1080 Macon Road; Mr. Thykeson suggested the April meeting be moved to the evening hours then commented that with this project, the consumers pay to have the product delivered to them, they will pay for the infrastructure, then pay to have the waste product remove. He added that he believes in recycling water but the wastewater is being resold with no benefit to the residents. The golf courses receive the recycled water and possibly put it through a reverse osmosis processing plant which will be put back into the new spigots.

7. Stanley Wojcik– 5915 Osprey Road; Mr. Wojcik agreed with everyone who spoke before him. He asked that the Board be fair and clear with the details so everyone can work together, adding that some people feel it is being forced on them. He suggested having an incentive, an introductory price to get everyone on board sooner, maybe do a pay ahead of time to get a better deal.

While waiting for the final audience member to prepare to speak, Chair Samuels addressed those who had already spoken, indicating that the Board would discuss the change in time, and specific questions that were asked could be answered by calling staff at the office. Mr. Ray added that the agenda with details of the meeting and an outline of what will be discussed would be posted in advance of the meeting.

8. Frank Toth - 90 W Perry Lane; Mr. Toth stated that he bought the property in a foreclosure and was instructed the account was in the rears for over \$4,400 that would need to be paid before the water could be turned back on. He asked why this wasn't paid before when the property had been flipped around and now he's stuck with the bill. He requested a payment arrangement. Mr. Ray said he would speak with Office Manager Susan Franklin.

At the conclusion of Public Input Mr. Ray explained how the V9-C area became annexed into the Englewood Water District service area.

5. CONSENT SECTION – Chair Samuels called for removal of either and/or both items on the consent agenda. Hearing no objections, he called for a motion.

Mr. Meals moved, **“to approve the consent agenda,”** seconded by Mr. Fogo.

- a. Minutes of the Annual and Organizational Meeting dated January 15, 2015 15-02-05 CS A
- b. Attorney's Invoice dated January 16, 2015 15-02-05 CS B

Unanimous

6. ACTION ITEM

a. Atkins Task Order-15-007 EWD DIW-1 Mechanical Integrity Testing – Mr. Ray stated that this is routine maintenance, a permit driven item that is over the Administrator's authority to approve.

Mr. Fogo moved, **“to accept item 6a as presented,”** seconded by Mr. Meals.

Unanimous

15-02-05 A

Full motion read, **“To authorize the Administrator to sign the ATKINS-15-007 Task Order to the General Service Agreement to prepare the Mechanical Integrity Testing (MIT) plan for Deep Injection Well #1 as specified in the Scope of Services received January 13, 2015 in the amount of \$32,753.00. Funds to come from Operating Expenditures.”**

b. Cleaning the WRF Plant #3 – Mr. Ray indicated that this is also routine maintenance but the dollar amount exceeds the Administrator's authority to approve. Mr. Wagoner added description to the process of this cleaning.

Mr. Fogo moved, **“that the Board accept summary item 6b as presented,”** seconded by Ms. Crampton.

Unanimous

15-02-05 B

Full motion read, **“To accept the proposal from Polston Applied Technologies dated January 9, 2015 in the amount of \$59,550.00. Costs to be taken from Capital Outlay.”**

7. DISCUSSION ITEM

a. Meeting time for the April 2, 2015 Board of Supervisors meeting – Mr. Ray began the discussion by stating that the meeting will be held at the West Coast Church to accommodate a larger crowd; the meeting is a regular board meeting, not a public hearing and like it's been done in the past, at the meeting time of 8:30 a.m. Chair Samuels added that it was adopted several year ago because of low public attendance at evening meetings. Mr. Ray added that when we get farther into the process, two workshop type meetings will be held one during the day and another in the evening to accommodate more people. Lengthy discussion ensued to include the best location to have the meeting, the best time to have the meeting, the various methods of contacting staff and the Board so resident's questions, concerns or comments are addressed, when the vote would be taken, if a special evening meeting for public input would be necessary and when the topic would be discussed at the meeting. Attorney Berntsson interjected that the time of the meeting was decided at the annual meeting and had been published already, though legally it could be changed. Additionally, he reminded the Board that this is not a required public hearing, this is taking public input, there are no legal requirement making it necessary. At the conclusion of discussion, it was decided that the meeting will be held at the time and place previously scheduled and a form will be sent with the notification of meeting letter to residents in the proposed sewer area requesting public input; it will also be available on the EWD website.

8. ADMINISTRATOR'S REPORT – Michael J. Ray

1. CUSTOMER SERVICE MANAGER – Susan Franklin

- a. There has been a lot of training and cleaning up while preparing for her exit.
- b. October and November were the biggest months for meter turn-ons.
- c. The 90 day balance has dropped to below \$300,000, a large payoff of roughly \$40,000 was received when the 12 unit complex at 350 N Elm Street sold.
- d. The drive by meter replacement program is 47% complete.
- e. Approximately 50% of customers are paying by other means and Discover Card is now being taken.

a. WASTEWATER OPERATIONS MANAGER – Philip E. Wagoner

1. Staff is working on getting the other 2 plants on line.
2. There have been no odor complaints since the improvements at the WRF have been completed. An Engineer in Australia did another presentation using our study.

b. TECHNICAL/OPERATIONS SUPPORT MANAGER - Jarl 'Jay' D. Linden, P.E. – None

c. UTILITY ENGINEER – Pat Zoeller, P.E. Mr. Zoeller reviewed his written report with updates.

1. Winchester South Project – construction is continuing, most of it doesn't involve us. Still waiting to hear the cost for relocation of the watermain for the signal pole installation.

2. Villages of Manasota Beach –the surveying is complete and they have contacted us requesting additional information, they are getting close to submitting something to us to review again.

3. Boca Royale Unit 11 – inspection of the lift station in Phase 3 will be performed Feb 16th.

Mr. Fogo left at 9:42 a.m. for an appointment.

4. Japanese Gardens – will be contacting them next month to see what their decision is regarding hooking up to our sewer system.

5. Beach Road Low Pressure Sewer – The design is at 100% and the permits have been filed. This project will be moved to next year's CIP budget.

6. V9-B Sewer Project Area – The contract has been approved by Sarasota County to repave the V9-B area and some surrounding streets.

7. Walmart is adding a stand-alone liquor store, some water lines will be relocated at their expense.

8. Placida Professional – the project is being resumed on the corner of Placida Road and Kentucky Avenue.

d. FINANCE DIRECTOR – Sonia R. Zoeller

1. Investment Report - as of December 31st the cash and investments shows an increase of \$345,000 and the monthly financial reports show we are on budget.

2. Have not heard the outcome of the audit yet, they are waiting to receive the actuarial report before they can complete their report. No problems are anticipated.

Mr. Ray concluded the Administrator's report.

9. ATTORNEY'S REPORT – Robert Berntsson - None

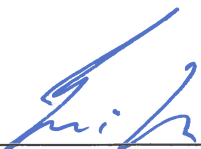
10. OLD BUSINESS - None

11. PUBLIC COMMENT - None

12. NEW BUSINESS – Chair Samuels requested the Board members provide the Administrator's review to Ms. Herzog before the next meeting.

13. BOARD MEMBER COMMENTS - The Board thanked and commended Ms. Franklin and Mr. Linden for the outstanding job they have done during their time of employment with The Englewood Water District.

14. ADJOURN @10:02 a.m.



Eric Fogo – Vice Chair

/tlh