

MINUTES
REGULAR BOARD MEETING
ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS
201 SELMA AVENUE, ENGLEWOOD, FL 34223
DECEMBER 5, 2019 @ 8:30 A.M.

Board of Supervisors:

Robert C. Stern Jr., Chair
Taylor Meals, Vice-Chair
Phyllis Wright
Sydney B. Crampton
Steven Samuels

Staff:

Ray Burroughs, Administrator
Robert H. Berntsson, District Counsel
Tim Garland, Water Operations Manager
David Larson, Wastewater Operations Manager
Keith R. Ledford Jr., P.E., Technical Support Manager
Lisa Hawkins, Finance Director
Cynthia Draine, Human Resources Director
Teresa Herzog, Board Secretary

1. The meeting began with the Pledge of Allegiance and a roll call to establish a quorum.
2. ANNOUNCEMENTS – Additions or Deletions – None
3. SERVICE AWARDS
 - a. Gerald Mills, Wastewater Plant Operator – 5 years. Chair Stern announced Mr. Mills was unable to attend and Mr. Meals suggested his award be presented at the next meeting.
4. PUBLIC INPUT – None
5. PRELIMINARY ELECTION OF 2020 OFFICERS – Attorney Berntsson opened the floor and called for nominations for Chair.

Ms. Crampton nominated, “**Mr. Stern again,**” seconded by Ms. Wright.

Attorney Berntsson then called for additional nominations, hearing none, he called for a motion to close nominations. Ms. Wright moved, “**to close,**” seconded by Mr. Meals.

UNANIMOUS

19-12-05 A

Mr. Stern was declared Chair.

Attorney Berntsson then opened the nominations for Vice-Chair.

Mr. Meals nominated, “**Ms. Crampton,**” seconded by Ms. Wright.

Attorney Berntsson then called for additional nominations, hearing none, he called for a motion to close nominations. Mr. Meals moved, “**to close the nominations,**” seconded by Ms. Wright.

UNANIMOUS

19-12-05 B

Ms. Crampton was declared Vice-Chair and Attorney Berntsson reminded the Board that the decisions would be ratified at the January meeting.

6. CONSENT SECTION – Chair Stern called for a motion to approve the consent agenda as presented unless anyone would like to pull anything out of it.

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

a. Minutes of the Regular Meeting dated November 7, 2019 **19-12-05 CS A**

b. Attorney’s Invoice dated November 18, 2019 **19-12-05 CS B**

UNANIMOUS

7. ACTION ITEMS – None

8. DISCUSSION – None

9. ADMINISTRATOR’S REPORT – Ray Burroughs

a. WATER OPERATIONS MANAGER – Tim Garland

Production:

1. The daily average flows for November were 2.6 MG with a high of 3.1MG, in line with last year’s 2.7 MG. Rainfall was .79”/last year it was .76”.

2. The 2nd generator at the RO is running and was tested under load; both generators are now on-line. A few punch list items remain.

3. Production crews with Distribution crews replaced 16” and 12” drain lines for filters at the Lime Plant. Great job with a tremendous amount of money saved.

Distribution:

1. Two incidences this past month, both 2” watermains. Rosanne Place and North Beach Road. The break on North Beach Road resulted in 5 customers being issued precautionary boil water notices.

2. Crews installed 33 of the 60 new sample points.

3. 95 radio read meters were replaced, completion remains at 89%.

4. There were 10 new ERCs established; all single family.

5. 238 customer requested turn-ons were done.

Mr. Burroughs also commended staff on the well-done job at the Lime Plant.

b. WASTEWATER OPERATIONS MANAGER – David Larson

WRF:

1. The monthly average daily flow for November was 1.19 MGD, similar to last month and the year before, with a peak flow of 1.31 MG.

Collections:

1. The rehab project on lift station #212 at the Merchants Crossing Plaza is complete.

c. TECHNICAL SUPPORT MANAGER – Keith R. Ledford Jr., P.E. Mr. Ledford verbally updated his written status report.

New Task Orders Assigned:

1. ASRus was issued a task order for continuation of assistance on the Ground Water Monitoring Plan which is required by DEP for our wastewater permit. We are working to remove ground water monitoring well from locations outside the District and

move all sample sights to one location using only reclaimed water and not supplemental wells.

CIP/In-house Projects:

1. ASR Well Rehab and Rerate – the pump is due for delivery December 23rd and the contractor is expected to be on site in mid to late January.
2. CIPP EBCO & Blue Heron Phase I – after the meeting with GML, EBCO will be finalized and pricing for Blue Heron will be provided.
3. Lime Plant Raw Water Tank Rehab – drawings are expected soon, and DEP permits will be submitted, project completion is estimated to be 12-14 weeks.

Developments/Projects:

1. Villages of Manasota Beach will now be known as Beachwalk by Manasota Key. Comments have been sent back on phase I and revised drawing are expected soon.
2. Boca Royale 14 – received the signed developer's agreement and required upfront payment, DEP permits have been submitted and a pre-construction meeting will be scheduled.
3. Island Lake Estates – seeing some action on this project again.

d. FINANCE DIRECTOR – Lisa Hawkins

1. Financial Statements for October – first month of the new fiscal year shows \$1,488,000 in operating revenues, about \$200,000 more than last year and operating expenses were at \$981,000, last year they were \$876,000 about \$100,000 more with operating income at \$507,000.
2. Investment Statements for October – \$12M with BB&T and \$2.4M at Centennial Bank, we are staying steady.

Mr. Burroughs concluded the Administrator's report.

10. ATTORNEY'S REPORT – Robert H. Berntsson

a. Henderson/Franklin Misappropriation of Name Lawsuit – the lawsuit was filed by Henderson/Franklin on November 20th, it's out for service and process right now and may be served this week. SunBiz still shows the company as active.

11. OLD BUSINESS – None

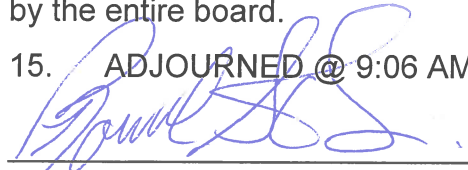
12. NEW BUSINESS – Mr. Meals questioned when the district voting maps will need to be reviewed and Ms. Herzog responded 2024.

13. PUBLIC COMMENT – ANY TOPIC – Mr. Dietrich Busch, 1545 Phillip Place. Mr. Busch explained his average bill is \$50.00 and the bill he received last Friday was \$376.05. He questioned how it would be possible for his household to use 27,250 gallons of water in 28 days and asked if the meter could have malfunctioned. He saw no evidence of a leak inside or outside his home. Mr. Burroughs listed the various common causes of excessive, unknown usage and explained that when a water meter malfunctions it slows down rather than speeding up. Mr. Burroughs offered the water adjustment act that may

be used every 2 years that would lower his bill to \$150.04 and a payment plan could be arranged.

14. BOARD MEMBER COMMENTS – Christmas wishes, and holiday cheer was shared by the entire board.

15. ADJOURNED @ 9:06 AM



Sydney B. Crampton, Vice-Chair *absent*

Robert C. Stern, Jr., Chair

APPROVED

/tlh