

**MINUTES
REGULAR MEETING
ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS
201 SELMA AVENUE, ENGLEWOOD, FL 34223
NOVEMBER 4, 2021 @ 8:30 A.M.**

Board of Supervisors:

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

Staff:

Ray Burroughs, Administrator
Robert H. Berntsson, District Counsel
Dewey Futch, Water Operations Manager
David Larson, Wastewater Operations Manager
Keith R. Ledford, Jr., P.E., Technical Support Manager
Lisa Hawkins, Finance Director
Teresa Herzog, Executive Assistant

1. The meeting began with the Pledge of Allegiance and roll call to establish a quorum.
2. ANNOUNCEMENTS – Additions or Deletions – None
3. SERVICE AWARDS – None
4. PUBLIC INPUT – AGENDA ITEMS ONLY – None
5. CONSENT SECTION – Chair Crampton called for a motion to pass the consent agenda or discussion of any item. Mr. Stern moved, **“to approve the consent agenda as presented,”** seconded by Mr. Meals.

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|---|----------------------|
| a. Minutes of the Regular Meeting dated October 7, 2021 | 21-11-04 CS A |
| b. The Big W Law Firm Invoice dated October 18, 2021 | 21-11-04 CS B |
| c. Henderson/Franklin Invoice dated October 12, 2021 | 21-11-04 CS C |

UNANIMOUS

6. ACTION ITEMS

a. Purchase of WRF Backup Pumps – Mr. Burroughs stated, this item is for the purchase of 4 backup pumps at the WRF with the purchase being made piggybacking the Lee County Agreement for the purchase of electric motor repair and replacement services. Cost exceeds the Administrator’s \$25,000 authority.

Ms. Wright moved, **“to accept the motion as read,”** seconded by Mr. Samuels.

UNANIMOUS

21-11-04 A

Full motion read: To accept the Mader Electric Motors Estimate #81693-3 dated April 9, 2021 in the amount of \$48,076.00 for the purchase of four (4) backup pumps at the WRF piggybacking the Lee County Agreement for the purchase of electric motor repair and replacement services. Funds to come from the general fund.

7. DISCUSSION – None

8. ADMINISTRATOR'S REPORT – Mr. Burroughs began his report by congratulating Mr. Samuels for 17 years of service on our Board.

a. WATER OPERATIONS MANAGER – Dewey Futch

Production:

1. Total send out for October 2021 was 83.45 MG/2020 was 83.51 MG.
2. Average send out was 2.69 MGD/2020 average send out was 2.7 MGD and the 2021 high was 3.06 MGD/2020 high was 4.5 MGD.
3. Rainfall 2021 was 1.88"/2020 was 2.8".
4. This past month at the plant Ovivo has been working on #2 treater, the project has been going well and hopefully they will be done within the next week.
5. The phone company removed their antennas from the elevated tank and equipment sitting on the ground and EWOL has begun removing their equipment as well.
6. The operators have been doing daily operations and maintenance on the plants.

Distribution:

1. Distribution had one incident to report. On 10-19-2021 a 4" water main located on Georgia Avenue broke. Repairs were made and a boil water notice was issued to the effected customers. A two-day bacteriological sampling was completed and the notice as rescinded on 10-22-2021.
2. For October, new meter sets were 17 ERCs, all single family.
3. 78 radio heads were replaced.
4. We had 341 customer requested turn ons.

b. WASTEWATER OPERATIONS MANAGER – David Larson

WRF:

1. The average monthly flow for October was 1.51 MGD with a peak flow of 1.72 MG.
2. Keith, Chris Borovsky, and I attended a headworks academy presented by Hydro-Dyne Engineering to look at potential headworks setups and types of equipment, we also toured several plants to see how their structures were setup. This was mainly to educate ourselves in preparation for the design phase of our headworks upgrade.
3. The two new blowers for phase one of the plant blower replacement have had their official startup and have been put into service. This project is complete.
4. Normal operations and maintenance are ongoing.

Collections:

1. Crews completed a service extension on Beach Road.
2. Crews also moved a vacuum pit due to the Dearborn Street project. More pits are likely going to be moved because of this project.

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

CIP/In-house Projects:

1. Lime Plant Generator Replacement – it has been installed, tested, and was put into service. This project is complete.
2. North WRF Phase 1 – a preliminary meeting with the County will be set up to see what sort of mitigation will be necessary to place this plant somewhere on site. The scrub jay survey has been done and none were seen.
3. Reuse Masterplan Update – the site evaluation for the effluent pump station will be conducted at the plant on November 16th.
4. South WRF-New Headworks – Hydro-Dyne meeting with Kimley Horn today to work on the scoping for that headworks and plan to have the task order for presentation at the December 2nd meeting.

Developments/Projects:

1. Beachwalk by Manasota Key Phase 1 – Phase E has approved by DEP. Currently there are approximately 240-250 approved homesites with anticipation of about 200 houses built per year. Staff has reviewed the plans and returned comments for Phase 1F.
2. Beachwalk by Manasota Key Phase 2 – the developer agreement has been signed and waiting for Kimley Horn to send over the revised DEP application for sign off. Approximately another 400 homes.
3. Beachwalk Amenity Center – comments will be returned next week.
4. Englewood United Methodist Church Storage Building – the developer agreement has been signed as well as the DEP water application.
5. Coco Bay – GWE is walking away from the project, if hired, we will be working with Wyler Engineering to re-permit the vacuum system throughout the development.

Mr. Burroughs added that our Junior Engineer has passed his test and is now an Engineer in Training.

d. FINANCE DIRECTOR – Lisa Hawkins – these reports are for the end of fiscal year 2020 and are preliminary, the auditors will have entries.

1. Financial Statements – September operating revenue was \$17.662M, about \$470,000 less than this time last year. There was operating expenses of \$12.304M, about \$1.615M less than this time last year leaving operating income at \$5.358M, \$1.45M more than this time last year. Income interest was less than budgeted by about \$130,000, rates are really low. Capital Contributions were over budget by \$1.06M, capital fees from developers. Our change in position is \$7.895M but will be reduced by depreciation. Overall, it is very good.
2. Investment Statements – September we had \$14.751M with Truist and \$8.163M with Centennial Bank. As of today, that number is \$1M less after the October 1st loan payment.

Mr. Burroughs concluded the Administrator's report.

9. ATTORNEY'S REPORT – Robert H. Berntsson – None

10. OLD BUSINESS

a. Purchase of Alternative Trucks from Garber – Mr. Burroughs stated, at the October 7th meeting, the Board approved the purchase of two (2) 2022 Chevrolet Silverado 2500 HD 4WD Regular Cab 142" work trucks from Garber Chevrolet Buick GMC in the amount of \$94,029.30 for the collections department. After approval, the dealer was unable to fulfill our order of the Chevy Silverados. Alternately, we were provided a quote for two Ford F250s which the dealer is still taking orders on. These two Ford trucks are \$93,654.10, \$375.20 less than the pre-approved amount. The dealer and Florida State contract remains the same.

11. NEW BUSINESS – None

12. PUBLIC COMMENT – ANY TOPIC – None

13. BOARD MEMBER COMMENTS – None

14. ADJOURNED @ 8:49 AM



Taylor Meals, Vice-Chair

APPROVED

/tlh