

TAYLOR COASTAL WATER & SEWER DISTRICT  
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MINUTES OF REGULAR COMMISSION MEETING  
May 18, 2009

1. The meeting was held at the District Building at 5:30 PM on May 18, 2009. Present were:  
COMMISSIONERS: Lee Bennett, Tommy Mauldin, Leland Carlton, Charles Carlton, Marcia Parker, Lynn Aibejeris, and Glenn Senter  
TCW&SD STAFF: Jim Gooding, Diane Carlton and Shirley Shinholser  
Chairman Bennett called the meeting to order and declared a quorum present.
2. The meeting was opened with prayer and the Pledge of Allegiance.
3. There were no guests present.
4. The Minutes of April 28, 2009 were presented. **A motion was made by Glenn Senter to accept the Minutes as presented. Tommy Mauldin offered a second and the Minutes were approved.**
5. Phase II Update  
We attended the Bond Validation Hearing this morning and were granted approval for the Phase II USDA-RD bonds in the amount of \$401,000.  
A field crew from Jones Edmunds collected soil samples last week and an electrical engineer will come soon to compile additional information for the final Phase II drawings which will be submitted to USDA-RD and the District for review/approval in June or July. The DEP permit application is to be submitted next week and we should know within 30 days if there are any concerns. Jones Edmunds is planning to conduct interviews for Resident Observer in July at the District Office and would like for a Board representative to be present. ***Commissioners Glenn Senter, Tommy Mauldin and Lynn Aibejeris are to be contacted once a date is selected so that one of them can be present.***  
Attorney Trey Howard has advised us that Mr. Gibson, Sr. has agreed to provide the requested easement. Mr. Howard will draw up the easement once a requested copy of a survey is obtained from Delta Land Surveying. Gibson Sr. will also assist in obtaining an easement from Gibson Jr.  
A spreadsheet has been provided listing our current customer base in the Phase II coverage area. There are ten (10) known accounts that did not meet all guidelines for a grant-funded system. ***It was suggested that the office staff contact these individuals to see if they are interested in reconnecting / maintaining service for a minimum of 36 months if a grant-funded system could be supplied. In addition, an effort will be made to locate additional lots that may have an existing septic tank or those known to have had a septic tank prior to the Storm of 1993 and contact property owners to inquire about sewer connection interest.***
6. Staff and Committee Reports
  - a. Billing Supervisor's Reports – Diane Carlton  
Our Total Current Charges for April were down from March. The one account on the April Past Due list is now current. Our adjustments total a credit of \$2724.60 due primarily to collection account adjustments prior to lien filing. One lien in the amount of \$301.89 has been satisfied. **A motion was made by Tommy Mauldin to accept the Billing Supervisor's report as presented. A second was obtained from Lynn Aibejeris and the motion was approved unanimously.**  
We have identified fourteen (14) rental accounts and requested completed rental agreements. To date we have received six (6) completed agreements. Also, the requested Corrective Easements for Phase II properties are continuing to come in.
  - b. Office Manager's Reports – Shirley Shinholser  
We have recently transferred additional loan funds to our Construction Account to pay an invoice from Jones Edmunds. We are continuing to hold payment on the Haskell bill until USDA-RD approval. Our costs for Phase II Construction in Progress as of April 30, 2009 totals \$110,467.50. We have \$29,208 in our reserve savings for the current liability to USDA-RD in the amount of \$29,335.05. Water service

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will soon be required for a new home being constructed in Sawgrass Bay. Once the connection fee is received, we will apply \$500 of the fee to the Sawgrass Bay liability.

Although our total income for April was less than budget, our total expenses were also less than budget and, with the addition of miscellaneous income, we show a profit of \$356.01 for the month. We have been advised by the State of Florida that the \$4,400 paid as unemployment compensation for Mr. Gentry will be refunded in July or August after the 2<sup>nd</sup> quarter liability is calculated. There are no exceptional expenses this month.

**A motion was made by Glenn Senter to approve the Financial Reports. Charles Carlton provided a second and the motion was approved unanimously.**

c. Water Operational Issues – Jim Gooding

We have experienced a steady, routine month in the Water Department. We've done some clean-up around the Plant but have not yet installed the windows which could take two (2) full days. (Commissioners Bennett and Senter offered their assistance in the window installation.)

Our 2008 Water Quality Report has been approved by DEP and will be available to the public very soon.

**Commissioner Bennett requested that Glenn Senter serve as the Board representative for obtaining funding for our new water tank. There being no objection by the Board, Commissioner Senter accepted.**

d. Wastewater Operational Issues

David Morgan was absent due to family illness. The Wastewater Department experienced routine activity this month with no concerns at this time.

7. OLD BUSINESS

a. Workshop with Coy Donaldson of FRW

We have not received a response from Mr. Donaldson regarding an available date for the workshop. *Commissioner Senter requested contact information so that he can pursue.*

b. Revisit Mowing of Grounds

Spyridon Aibejeris of A & A Lawn Firm withdrew his bid for lawn services due to a misunderstanding of the period of time services would be desired. Therefore, we placed a Request for Proposal in the local paper, provided a Statement of Services Requested for the mowing of the WTP, the District Office, the Booster Station and the Wastewater Spray Field. A bid summary is provided for the Board's review. **A motion was made by Glenn Senter that we hire James Faulkner of Faulkner Lawn & Maintenance Service LLC to perform two (2) cuts per month at the WTP and the District Office plus one (1) cut per month at the Booster Station for a total cost of \$100 per month and, furthermore, that we hire Mr. Faulkner to cut the Wastewater Sprayfield as requested by our Wastewater Operator at a cost of \$260 per cut. A second was provided by Tommy Mauldin and the motion unanimously approved.**

c. Allocation of Second STAG funding (\$300,000)

*The Board asked that we request a quote from Jones Edmunds regarding inclusion of collection lines in Sawgrass Bay as part of our Phase II construction.* There are currently three homes on site with a fourth under construction. Future development of Sawgrass Bay, which is surrounded by marsh, is likely to occur sooner than the Hamdan property or the Lindsey Island development. We do, however, want to ensure that collection lines installed along Dark Island Road as part of the current Phase II project are large enough to accommodate development of Lindsey Island.

Should funds be available, we might also consider equipment for maintenance of the road to our Wastewater Treatment Plant. Until further options are presented, *we might ask our recently hired mowing contractor about charges to mow the sides of the road and scrape areas of the road that may be in dire need.*

8. NEW BUSINESS – none

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9. CLOSING REMARKS – COMMISSIONERS/STAFF

Diane Carlton – Nature Coast Electric, LLC (Earl Ketring and Bill Satterwhite) came by to state their interest in bidding on the Phase II project. They were advised to contact John Horvath of Jones Edmunds.

Shirley Shinholser – Monday, May 25, is a County Holiday and the District Office will be closed.

10. There being no further business, a motion was received from Marcia Parker and the meeting was adjourned at 6:27.

**The next regularly scheduled meeting will be held on Tuesday, June 23, 2009 at 5:30.**

**Board Actions:**

Approve Minutes of April 28, 2009

Approve Billing Supervisor's reports for April 2009

Approve Financial Reports for April 2009

Appoint Glenn Senter as Board Representative to pursue funding of new water tank

Approve hiring of Faulkner Lawn & Maintenance Service LLC for specified mowing services

**Action Items:**

Contact Commissioner Senter, Mauldin, or Aibejeris in July 2009 to have a Board representative present when Jones Edmunds conducts the interviews for Resident Observer

Contact individuals in the Phase II coverage area who failed to meet all guidelines for grant funding to inquire of interest in reconnecting/maintaining service for a minimum of 36 months if a grant-funded system could be supplied

Pursue Policy & Management Strategies Workshop with Coy Donaldson of Florida Rural Water

Request a quote from Jones Edmunds regarding inclusion of collection lines in Sawgrass Bay as part of our Phase II construction



Shirley Shinholser  
Recording Secretary