

TAYLOR COASTAL WATER & SEWER DISTRICT  
MINUTES OF REGULAR COMMISSION MEETING

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ground at the expense of \$25,000.00 plus dollars and not being used for years or possibly never being used. She suggested that the board consider review of the rules and regulations and our ordinance which includes the statement that if you are within 200 feet of our sewer line that it is mandatory that you hook up. Perhaps we could look at not providing water service to lots that have dwellings of any kind unless they purchase a grinder pump. Diane then recommended to the board to approve change order No. 4. **Commissioner Marcia Parker made a motion that Change Order No. 4 to Phase II Construction Contract be approved. Commissioner Lynn Aibejeris offered a second. The motion was unanimously approved.**

8. Staff and Committee Reports

a. Billing Reports –Lynette Senter

August sales were above projected. Cindy Ball is the only past due account. She has been on a payment extension plan and is supposed to be current on Oct. 20, 2011. One non-potable water service membership was obtained by Larry Snow. Adjustments for the month included Lorraine Collins a Dekle Beach property owner, this account was turned off due to failure to abide by the 3-year sewer service agreement for a Phase II grinder pump installation. The account has been disconnected and the grinder pump has been removed for non-payment. Ms. Collins has not responded to any efforts to contact her. Commissioner Charles Carlton asked the office staff if they had followed the contract agreement so that the District is following correct procedure. Office manager Diane Carlton stated that the staff followed correct procedure in regard to the disconnect but that it would be a good idea to approach our legal counsel to insure we follow the correct procedure in the collection part of the contract. Chairman Senter advised office staff to contact Attorney Bill Blue in reference to the proper procedure concerning broken 3-Year Contracts. Lynette Senter continued to report the adjustments included Non-Potable Water adjustments, a transfer of account ownership from Floyd Ford to Freddy Padgett and a reconnect of Water and Sewer service to John Minahan. The Chairman asked if there were in questions or discussion, there were none. **A motion was made by Commissioner Gennie Malone to accept the Assistant Office Managers reports as presented. A second was offered by Commissioner Lynn Aibejeris. The motion was approved unanimously.**  
Other Billing Items – Lynette Senter- There we no other billing items to address

b. Financial Reports - Office Manager - M. Diane Carlton

The August 2011 Profit and Loss Budget Performance was presented to the Board. Net Income for the months was \$13,012.52. The expense breakdown was presented for review and questions. The report revealed total expenses for the month were \$20,580.70 which is below our budgeted amount. A repair/maintenance sewer expense of \$480.00 was pointed out as an exception item. This was caused by a valve box being placed on the wrong lot during Phase I Construction. There were no questions or comments. The Chairman called for a motion to accept the Financial Reports. **A motion was made by Commissioner Marcia Parker to approve the Financial Reports. Commissioner Lynn Aibejeris provided a second and the motion was unanimously approved.**  
**Other Office Manager Items:** - Diane pointed out to the board that in this year's budget that \$7,307.00 had been set aside to finish the construction on the Water Treatment plant office. She asked the board if this was to be pursued and finished. Chairman Senter asked that office staff prepare a bid request to use these monies to complete the building construction.

c. Water Operations – Jim Gooding

Jim reported the Three Year Lead and Copper sampling will be performed and submitted to DEP this month. He stated Office Staff Lynette Senter is assisting him with the reporting and Chairman Senter is assisting him with the sampling. Jim reported that the Source Water Bacteria has been clear for the last 2 months. He noted that all other areas of water operations were going well.

d. Wastewater Operations-David Morgan

David reported on August 28, 2011 both Lift Stations apparently had a power surge or lightning strike that took both protectors out and caused some other damage. ITT Water and Wastewater U.S.A. was contacted and did a temporary fix on September 7, 2011. Parts have been ordered for the repair with one surge protector being replaced under warranty. As soon as parts are in the repair will be scheduled. The board discussed checking with this company to see if we might want to consider a maintenance contract with ITT. Chairman Senter asked office staff to inquire into this and report back to the board. David reported the new sign at the Waste Water Plant was installed and looks nice. He invited staff and board members to drive by and see. There were no other issues reported regarding Sewer.