

# TAYLOR COASTAL WATER & SEWER DISTRICT

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## MINUTES OF REGULAR COMMISSION MEETING

May 25, 2010

1. The meeting was held at the District Building at 5:30 PM on May 25, 2010. Present were:  
COMMISSIONERS: Lee Bennett, Leland Carlton, Charles Carlton, Lynn Aibejeris, Tommy Mauldin and Glenn Senter  
TCW&SD STAFF: Jim Gooding, David Morgan, 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. Guests were welcomed and the floor opened for comments/concerns for non-agendaed items  
John Horvath and Jason Haeseler of Jones Edmunds were present to discuss the Phase II Wastewater Collection System.
4. The Minutes of April 27, 2010 were presented. **A motion was made by Lynn Aibejeris and seconded by Tommy Mauldin to approve the Minutes as read. Minutes were adopted unanimously.**
5. Phase II Centralized Wastewater Collection System Update – John Horvath/Jason Haeseler
  - a) A total of eight (8) bid packets were received on May 11, 2010 for the Phase II Centralized Wastewater System ranging from \$1,248,316.00 to \$2,455,975.00. A bid tabulation spreadsheet has been prepared identifying the four (4) lowest bids as follows:

(1) Anderson Columbia, Lake City, FL	\$1,248,316.30
(2) Curt's Construction, Live Oak, FL	\$1,313,405.00
(3) Ben Withers, Inc., Hernando, FL	\$1,692,724.00 (after math error corrections)
(4) Commercial Industry Corp., Reddick, FL	\$1,764,284.00

Of the four, Anderson Columbia of Lake City is the lowest bidder with a sum total of base bid, alternate construction of Good Times Drive and all additive alternates of \$1,248,316.30. The bid package has been thoroughly reviewed and is believed to be complete and acceptable. Anderson Columbia has a reputation for being a responsible contractor and has indicated that they may use local sub-contractors (Blue Rok of Perry and DeYoung and Dickey of Steinhatchee) to complete the project. After due consideration, it is the recommendation of Jones Edmunds that Anderson Columbia Co. be awarded the contract.

**Upon motion by Glenn Senter, with a second by Tommy Mauldin, and by unanimous vote, the Board resolved to accept the recommendation of Jones Edmunds that the Phase II bid award go to Anderson Columbia Company of Lake City.**

It is anticipated that a notice to proceed may be given in early to mid-July with mobilization of equipment in mid-August. They will have forty-five (45) days from notice to proceed to complete the submittal and paperwork. Substantial completion should be attained within 105 days of equipment mobilization.

Prior to this meeting, we met with Taylor County's engineer, Kenneth Dudley, who has reviewed the alternate construction plan for Good Times Drive, and were assured that if we submit an updated right-of-way use permit application for the project, he will recommend approval. The new design will require the installation of a new 6" water supply line on the East side of Good Times Drive, wastewater collection lines on the Gulf side, and new pavement for the entire length of Good Times Drive.

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The elimination of a lift station resulted in a reduced contract price. Competitive bidding for the contract and other reduced costs will provide usable funds (estimated \$500,000 to \$700,000) that may enable the District to consider extension of wastewater collection lines to bypassed areas within the Phase I coverage area and further line extensions towards Fish Creek. The Preliminary Engineering Report can be modified to include these areas as funds will allow. Using Anderson Columbia's contract costs, we can first consider a change order that will incorporate areas of concern within close proximity of existing collection lines, such as Sawgrass Bay Estates. We can then pursue extending lines to Fish Creek. Additional permits will be required.

- b) Applicants for Phase II Resident Observer include:
- |                    |             |                  |
|--------------------|-------------|------------------|
| Bill Calhoun       | John Gentry | Bruce Hartsfield |
| Leroy Floyd        | Bill Gunter | Lamar Hathcock   |
| C. Keith Halbbrook |             |                  |

After consideration of each applicant and project experience, **a motion was made by Glenn Senter with a second provided by Charles Carlton that the District advise USDA-RD that we request approval of C. Keith Halbbrook as the Phase II Resident Observer. The motion was approved unanimously.**

6. Staff and Committee Reports

a. Billing Supervisor Reports/Concerns – Diane Carlton

April 2010 sales were up slightly from April 2009 and March 2010. We anticipate that sales will continue to increase for the remaining months of this fiscal year. Past due accounts are in excellent shape. The highlight of our Adjustments Report is a one-time adjustment for Richard Jones in the amount of \$392 due to a leaking ice machine. Two disconnects were requested (Jones at Keaton Beach- property for sale and Ard at Cedar Island- foreclosure). One reconnect was made for a new owner at Cedar Island (Betha).

**A motion was made by Leland Carlton to accept the Billing Supervisor's report as presented. A second was obtained from Tommy Mauldin and the motion was approved unanimously.**

b. Office Manager's Reports – Shirley Shinholser

Per the Profit & Loss Budget Performance, Total Income for April is \$6,300 less than budget resulting in a YTD loss of budgeted income in the amount of \$10, 154. By continuing to exercise conservative measures in our expenses, we have managed to show YTD profit of \$2,598 --- not as much as desired but enabling us to meet our liability requirements. Due to fluctuating hours, our Admin salaries and wages are elevated above the monthly budget and YTD calculations but are expected to be within budget at end of year. There are no other unanticipated expenses. **A motion was made by Tommy Mauldin to approve the Financial Reports. Glenn Senter provided a second and the motion was approved unanimously.**

c. Water Operational Issues – Jim Gooding

Water operations are running smoothly at this time. We have repaired several small leaks in our distribution system. Windows will be installed in our Water Treatment Plant this week.

d. Wastewater Operational Issues – David Morgan

One pump in our sludge tank was running but not pumping. Commissioner Charles Carlton and I pulled the pump for repair and noted that a hose had become disconnected due to an improper union. Following repair and reinstallation, everything seems to be working correctly.

Commissioner Charles Carlton also assisted in obtaining GPS coordinates for forty-nine of our sewer shut-off valves. We were unable to locate a few valves shown on the as-built drawings but will continue to look for them so that coordinates can be obtained.

7. OLD BUSINESS

a. Update on 2009 Omnibus Legislation, STAG funding (\$300,000)

We have spoken with Bob Freeman of EPA who is currently checking the file to see if anything else is needed before we can file an application for the funds. We expect to hear from him shortly.

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- b. Funding for future Water improvements and Wastewater Expansion – Glenn Senter  
We have obtained information regarding available funding for water and wastewater improvements and expansion and will present a report of our findings at our June meeting.
- c. Repairs to District portion of Sandhill Road  
Quotes have been obtained on rock and millings from a couple of sources as well as some labor costs. However, we have also made an inquiry with Foley Timber and Lands Company regarding road maintenance and would prefer to receive their response prior to further discussion at our June meeting.
8. NEW BUSINESS - None
9. CLOSING REMARKS – COMMISSIONERS/STAFF  
Several expressed appreciation for the ability of the District Board and Staff to work together in all areas of District business, including, but not limited to, budget, maintenance, research, etc. It's great to be a part of a team which endeavors to support each other as well as the District and community at large.  
We are continuing to monitor the oil spill and its effect upon our beach communities. Summer renters are canceling and property sales are down due to unknowns. We understand that Big Top has purchased 5,000 miles of absorbent boom material to help protect our coastline as needed. Local captains are training to assist with application. Taylor County may also need to consider a request for a sandbar should it be deemed necessary.
10. There being no further business, Leland Carlton made a motion to adjourn; a second was received from Glenn Senter and the meeting was adjourned at 6:05.

The next regularly scheduled meeting will be held on

**Monday, June 21, 2010 at 5:30**

(due to a meeting of TCBC on Tuesday)

Board Actions:

Approve Minutes of April 27, 2010  
Adopt Resolution No. 2010-05 – Phase II Contractor Bid Award to Anderson Columbia  
Approve recommendation of Phase II Resident Observer, C. Keith Halbrook  
Approve Billing Supervisor's reports for April 2010  
Approve Financial Reports for April 2010

Action Items:

Finalize 2009 Omnibus Legislation, STAG funding (\$300,000)  
Pursue funding for recommended water improvements as stated in the Capacity Analysis of March 2010  
Pursue funding for advancement of the Wastewater Collection System  
Finalize plans for repair/maintenance of the District's portion of Sandhill Road



Shirley Shinholser, Recording Secretary