

TAYLOR COASTAL WATER & SEWER DISTRICT

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MINUTES OF REGULAR COMMISSION MEETING

January 24, 2017 3:00 p.m.

1. The meeting was held at the District Building at 3:00 PM on January 24, 2017 present were:
COMMISSIONERS: Lynn Aibejeris, Steve Brown, Nancy Geohagan, Gennie Malone and Benjye Tuten.
TCW&SD STAFF present were: Ronald Bennett, Diane Carlton and Lynette Senter.
Chairman Aibejeris called the meeting to order at 3:00 p.m. and declared a quorum present.
2. Commissioner Steve Brown led in prayer and the pledge of allegiance to the flag.
3. There were no guests present. Chairman Aibejeris asked if anyone had any non-agendaed items to discuss. There were none.
4. **Staff and Committee Reports**
 - a. **Water Operations-Ronald Bennett** Ronald reported the water department was running smooth. Usage is down due to the season so he is doing a lot more line flushing. There were no questions from the commissioners.
 - b. **Sewer Operations-Ronald Bennett**-Ronald reported that Sewer Department is still having daily reports of failing grinder pumps and this probably will continue as the season changes.
 - c. **Director Report-Lynette Senter**-Lynette reported Water and Sewer sales for December 2016. She asked if there were questions. There were none. **Chairman Aibejeris asked for a motion to accept the report. Commissioner Gennie Malone made a motion to accept the Director's Report as presented. Commissioner Nancy Geohagan offered a second. Chairman Aibejeris called for further discussion. There was none. The motion passed unanimously.**
 - d. **Other Assistant office Manager Items-Lynette Senter**-There was nothing reported.
 - e. **Financial Reports –Diane Carlton** – Diane reported that sales for the month of December 2016 were \$44,215.53 and normal expenses were \$22,076.56 which does not include Hermine expenses or Grinder Pump installation expenses. The net income for the month was \$33,524.66. A copy of the December 31, 2016 balance sheet was provided to the commissioners. She asked if anyone had questions. There was none. Chairman Aibejeris called for a motion to accept the Financial Report as given. **Commissioner Nancy Geohagan made a motion to accept the Financial Reports as given. Commissioner Steve Brown offered a second. Chairman Aibejeris called for further discussion. There was none. The motion carried unanimously.**
 - f. **Update on payment from CW Roberts Construction (Keaton-Dark Island Walking Path project.** Diane requested that the board give her permission not to pursue collections for the \$5,457.11 that the company owes the district. She stated that there was some confusion on the part of the company and the district. The construction company has paid the original amount quoted. **Chairman Aibejeris called for discussion or a motion. The commissioners by consensus instructed Diane not to place the item on future agenda's nor pursue any collection efforts.**
 - h. **Other Office Manager Items-Diane Carlton-**
 1. Office Staff is still gathering documentation for USDA so that the grant application can be submitted.
 2. Quick Books software had issues and was not calculating taxes correctly. All of this has been cleaned up except for the correct calculation of withholding taxes. She is hand calculating this amount until the issue is resolved.
 3. Ron Bennett is to review the newly written job description for the job opening for a water/wastewater operator. Once it is approved the job opening will be advertised in the Perry Newspapers.
5. **New Business**
NONE

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6. **Old Business**
 - a. Update on Hurricane Hermine repairs, expenses and Public Assistance from FEMA and the State of Florida Diane reported that they are still completing paper-work and gathering information so the request for assistance can be submitted.
 - b. Update EPA Grant # XP 00D45516 Congressionally Mandate Project (Waste Water Equipment Purchase) Diane stated there was nothing to update.
7. **Closing remarks Commissioner/Staff - Commissioner**
8. **Chairman Aibejeris requested a Motion to Adjourn. Commissioner Gennie Malone made a motion to adjourn the meeting. Commissioner Nancy Geohagan offered a second. The meeting was adjourned at 4:45 p.m.**

Board Actions:

1. Approve of the December 2016 Directors Report.
2. Approve the December 2016 Financial Reports
3. By consensus approve removing the CW Roberts Construction balance owed on the Keaton-Dark Island pathway amount owned of \$5,457.11 from future agendas and from collection effort.

BY: M. Diane Carlton, Recording Secretary
Taylor Coastal Water and Sewer District
