

TAYLOR COASTAL WATER & SEWER DISTRICT

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MINUTES OF REGULAR COMMISSION MEETING

September 26, 2017 3:00 p.m.

1. The meeting was held at the District Building at 3:00 PM on August 22, 2017 present were: Commissioners Lynn Aibejeris, Steve Brown, Nancy Geohagan and Benjye Tuten. Gennie Malone was absent.

TCW&SD STAFF present were: 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. Chairman Aibejeris asked if anyone had any non-agendaed items to discuss. There were none.
4. Approval of minutes for the regular commission meeting August 22, 2017. Chairman Aibejeris asked if everyone had reviewed the August 22, 2017 minutes and if there was a motion to approve. **Commissioner Geohagan made a motion to accept the minutes as presented. Commissioner Brown offered a second. Chairman Aibejeris asked for further discussion. There was none. By unanimous vote the motion was approved.**
5. **Staff and Committee Reports**
 - a. **Director Report – Lynette Senter** - Lynette reported the Water and Sewer sales for August were more than budgeted. We have no past dues. We received 2 new customers for this month. We had quite a few adjustments. There were no questions from the commissioners. **Chairman Aibejeris asked for a motion to accept the report. Commissioner Geohagan made a motion to accept the Director’s Report as presented. Commissioner Brown offered a second. Chairman Aibejeris called for further discussion. There was none. By unanimous vote the motion was approved.**
 - c. **Other Assistant office Manager Items - Lynette Senter – There was nothing reported.**
 - d. **Financial Reports –Diane Carlton** – Diane reported that water and sewer sales for the month of August 2017 were \$48,217.10. Total expenses were \$39,287.32. Other Income was \$12,241.22 that included \$12,000.00 in grinder pump sales, \$100.00 in customer repair fees and \$141.22 in miscellaneous income which was repayment of a personal credit card charge from Ron Bennett. The net income for the month was \$21, 171.00. The exception expense items for the month included \$591.18 mileage reimbursement to Ron Bennett and a \$4.00 toll invoice; both are the result of his attendance to the annual Florida Rural Water conference. We incurred \$1,980.48 for repairs at the water department due to an air pump issue with the storage tank at the Water Plant. We also spent \$1,069.50. for replacement parts in the water department due to low inventory. A copy of the August 31, 2017 balance sheet was presented 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 Geohagan made a motion to accept the Financial Reports as given. Commissioner Brown offered a second. Chairman Aibejeris called for further discussion. There was none. By unanimous vote the motion was approved.**
 - f. **Other Office Manager Items-Diane Carlton-**
 - (1) We have been trying to get the Marina Road repaired because of a bore that was done in June and due to all the rain we have been having. The hole is too large for us to repair properly. We received 2 quotes and the lowest quote is \$2,500.00. Melvin Bowden was the low bidder. As soon as he can get the heated road material he will make the repair.

TAYLOR COASTAL WATER & SEWER DISTRICT
MINUTES OF REGULAR COMMISSION MEETING

Page 2 of 3

- (2) The Dodge Dakota pickup was sold to Ron Bennett for \$3,558.09.
- (3) We received 100 wagger vents at a cost of \$35,000.00. Installation is to start the 2nd week of October at Dekle Beach.
- (4) We have 7 customers that have paid for grinder pump installations, three are for homes under construction, and three are for RV lots that are working on their power connections. The last one is for a customer who purchased the Kingfisher LLC property. He has asked us to delay the install because he is now uncertain of what he plans to do with the property.
- (5) The yearend inventory is being done by field staff at this time since it will soon be time for our audit.

6. NEW BUSINESS

a. **Review proposals to purchase a service truck.**

There were 2 proposals for the purchase of a service truck both from local businesses; Timberland Ford presented the lowest at \$20,447.47, Thomas Chevrolet offered a proposal of \$38,000.00. The plan is to finance the truck with Citizens Bank for 60 months at an interest rate of 5.50%. **Commissioner Tuten made a motion to accept the Timberland Ford quote and to authorize Diane Carlton to handle all of the necessary paperwork for the District. A second was offered by Commissioner Geohagan. Chairman Aibejeris asked for further discussion. There was none. By unanimous vote the motion was approved.**

b. **Review of rate increase that takes effect October 1, 2017.**

The staff presented the rate increase table for review and advised the board that the minimum rate will be increasing effective with the October billing from \$83.56 to \$85.34 per month.

7. **Old Business**

- a. Update on Hurricane Hermine repairs, expenses and Public Assistance from the Federal Emergency Management Agency and the State of Florida- Diane reported we have not had any contact with FEMA probably due to all of the storms we have had recently.
- b. Update EPA Grant # XP 00D45516 Congressionally Mandated Project (Waste Water Equipment Purchase) Diane reported she will be using this money to purchase the wagger vents to help with salt water intrusion caused by coastal flooding. This is due to the fact that we still have not been approved for mitigation monies requested from FEMA. The need to get this project going is long overdue since it has been over a year since Hurricane Hermine caused so much damage to our sewer department. Once the invoice is paid a submittal for reimbursement of 55% of the \$35,000.00 purchase amount will be submitted for reimbursement to the District.
- c. Update on the status of the Search Grant Application and the EPA grant application for Water Improvements – The resolution that was approved by you last month needs to be rescinded and an approval needs to be made for a new one that EPA is requesting. Preble Rish will handle getting the information to our Attorney for the revision. **Commissioner Brown offered a motion to rescind the resolution that was approved at last month's meeting and to approve the new revised resolution request. Commissioner Geohagan offered a second. Chairman Aibejeris asked if there was any further discussion. There was none. By unanimous vote the motion was approved.**

8. Closing Remarks Commissioners/Staff

The Commissioners expressed thanks to staff. There were no other comments.

9. Motion to Adjourn

Chairman Aibejeris requested a Motion to Adjourn. Commissioner Brown made a motion to adjourn the meeting. Commissioner Geohagan offered second. The meeting adjourned at 4:15 p.m.

TAYLOR COASTAL WATER & SEWER DISTRICT
MINUTES OF REGULAR COMMISSION MEETING

Page 3 of 3

Board Actions:

1. Approval of the minutes of the August 22, 2017 regular Board Meeting
2. Approval of the August 2017 Directors Report
3. Approval of the August 2017 Financial Reports
4. Approve the purchase of a service truck in the amount of \$20,447.47 and the financing of the vehicle with Citizens State bank and the allowance of Diane Carlton to sign all documents in reference to the purchase of the truck and the financing of.
6. Approve the rescinding of the resolution approved at last month's board meeting in reference to the grant funding and approve a revised resolution.

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