

TAYLOR COASTAL WATER & SEWER DISTRICT

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MINUTES OF SPECIAL CALLED COMMISSION MEETING

April 26, 2016

1. The meeting was held at the District Building at 2.00 PM on April 26, 2016 present were:
 - a. COMMISSIONERS: Lynn Aibejeris, Steve Brown, Gennie Malone, Troy Thompson and Benjye Tuten were present. Commissioner Joel Singletary was absent.
 - b. TCW&SD STAFF: Diane Carlton and Lynette Senter were present. Ronald Bennett was absent.Chairman Aibejeris called the meeting to order and declared a quorum.
2. The meeting was opened with prayer and the Pledge of Allegiance to the Flag led by Commissioner Steven Brown.
3. Chairman Aibejeris welcomed Debra Preble of Preble-Rish, Inc. Ms Preble stated she was present to offer answers to any questions the commissioners might have in regard to the RFQ submitted by her firm. Ricky Crews of Southeast Rural Community Assistance Project, Inc. was present to represent Ron Bennett's view on the firms that submitted an RFQ for the water improvements project.
4. Review and Discussion of the RFQ's received for water improvements and a proposal for the acceptance of a firm. Chairman Aibejeris asked each commissioner and Mr. Ricky Crews to address a choice of a firm for the water improvement project upon review of the qualifications and review of the RFQ's that they reviewed. Each commissioner and Mr. Crews gave a first and second choice of the four firms that submitted a RFQ. Upon further discussion there were 2 firms that it narrowed down to. They were Mittauer and Associates, Inc Consulting Engineers & Project funding Specialists and Preble-Rish Inc. The Chairman thanked the commissioners for their review and opinion.
5. Closing remarks from Commissioners/Staff: There was none.
6. MOTION TO ADJOURN
 - a. Commissioner Malone made a motion to adjourn. Commissioner Thompson offered a second. The motion was unanimously approved. The meeting was adjourned at 2:40 p.m.

Board Actions:

NONE

Action Items that need to be completed:

- a. Continue to explore ways to make sewer connections more affordable
- b. Ron Bennett will present to the board the components of a daily, monthly, quarterly and semi-annual or annual preventative maintenance program.
- c. Office staff will provide balance sheets to the Board on a quarterly basis
- d. Office staff and maintenance staff will create maintenance files for all Water and WW equipment
- e. Office staff will work on a policy statement for the District on how proposals, purchasing, purchase orders, bid process and inventories are to be handled.

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