

TAYLOR COASTAL WATER & SEWER DISTRICT
18820 BEACH ROAD
POST OFFICE BOX 73
PERRY, FLORIDA 32348
Voice (850) 838-2674
Fax (850) 223-1552

MINUTES OF REGULAR COMMISSION MEETING
March 16, 2005

1. The meeting was held at the District Building at 5:00 PM on March 16, 2005. Present were Commissioners: Floyd Ford, Sandra Hatcher, Glen Senter, Travis Beach, Jim Moody, Lonnie Houck. TCW&SD Staff: Sandra Bolton, Jim Gooding, David Morgan, Vivian Howard and John Gentry. Chairman Ford declared that a quorum was present.
2. Guests present for this meeting were: Lynn Aibejeris, DL White, DJ White.
3. The minutes of the February 16, 2005 meeting were approved. Motion by Beach; second by Hatcher; unanimous.
4. The Resolution and Note Amendments were read and approved. Motion by Beach. Second by Moody. unanimous.

Mr. Ford advised the Board of a letter received announcing Mike Smith's resignation as legal counsel. Board supported the idea of preparing proposals for securing financial and legal services. Mr. Ford will prepare a package.

5. Mr. D.L. White advised the Board that he had signed up for three hook-ups but was planning to use only one. Travis Beach asked how many easement agreements he had signed. (No response) Sandra Bolton, upon checking the records, advised the Board that Mr. White had only two active memberships. The third unit is a meter box only and not active. Mr. White asked what he had to do to get a third meter installed and was advised by Floyd Ford that another membership fee of \$1,000 would be required. John Gentry remarked that he would get with JEA regarding the existing septic tanks and get back with Mr. White. Floyd Ford stated that he would check into the availability of extra grinder pumps.

Lynn Aibejeris questioned the Board on whether one grinder pump would be large enough to accommodate the newly built house and the six new RV lots on her property. John Gentry stated she would have to purchase a membership for her new house. JEA will be here tomorrow to look at the six new RV lots. If the station is not sufficient and needs to be changed, she will be required to pay for it. Ms. Aibejeris proceeded to explain about her problems with wire damage and the charges incurred for repairs. Floyd Ford explained that JEA has a design to go by and will look into it.

6. John Gentry went over the proposed development of Bird Island. The developer wants to fund the sewer themselves. There are 9 platted single family lots. They are proposing 80 condo units. Floyd Ford advised that the Phase II funding would likely not apply there. An Environmental Impact Assessment from Phase I would apply to Phase II.
7. Staff and Committee Reports
 - Sewer Project Update – John Gentry
Reviewed the Sewer Project funding summary. Quality Plus has used 50% of their allotted time and 18% of their funds. They may go to 5 days/week to get further along. The holding pond is complete.

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- Financial Report – Vivian Howard/Sandra Bolton
Vivian gave an update on the balance sheet and the incoming budget statement. We are still waiting on Waters & Co. to do the end-of-year adjustments. Sandra gave past-due water customer report. There are three outstanding accounts. Hugh Poppell of Ezell Beach has been notified via certified mail of possible service disconnect due to outstanding bill.
- Management Issues – John Gentry
Poor pressure is reported on Cedar Island. Jim Gooding and John are reviewing options and costs to remedy the problem.
- Operational Issues – Jim Gooding
Bill Pyle is in the hospital with major health issues. JEA needs to get someone else for on-site inspection of the lines not marked accurately. John Gentry responded that he and Fritz Grady will look over this issue on Thursday.
- Reports from standing committees (none)

8. Old Business

- Report from Budget Committee
Glen Senter was not able to get together with Sandra Hatcher. He contacted three or four people that write grants. It's out there if we want to pursue it. Floyd Ford said we could possible generate funds for a well and for an elevated tank and that, according to Mary Gavin, money left over from the sewer project could possibly be used for well costs.
- Update on Phase II funding- Grant request for \$15,000 was submitted last week.
- Update on KB Townhouses Water & Sewer Hook-up
According to Glen Senter, there are 6 holding tanks on order. They were ordered 12/4/04. JEA did not approve station design until 2/12/05 and it will be 5/5/05 before scheduled quadruplex grinder station is installed. Townhouses are ready to go on line with holding tanks but they are having problems with their manufacturers. Proposed sewer fee is \$35/month per agreement with County.

9. New Business

- Discussion of procedures for selection of firms to provide legal and financial services
A request for proposals needs to be prepared within one month. Two or three board members will join John Gentry to review incoming proposals.
- Discussion of Taylor County contact on installation of Fire Hydrants
(\$2000 each) Kenneth Dudley is going before the Board of Commissioners. Fire Chief is here today to go over the fire hydrant area. Still unsure if they will proceed with this. No word yet.
- Discussion of proposed District O&M Building
Jim Gooding has bid them out for metal buildings. (Metal, insulated shell, 1500 sq ft)
- Floyd Ford advised once system is up and running, the contractors will remain here for three months. We need to consider service crews, plant operator, and equipment, including a boom truck. Possibly EPA will allow funding for a truck.

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- Floyd Ford is checking with Buddy Humphries about securing benefits for our employees with the County.

10. Motion to adjourn by Travis Beach. Second by Sandra Hatcher. Adjourned.

Board Actions: 1. Approved Bond Resolution & Note Amendments
2. Agreed to prepare RFP for legal and financial support services.

Action Items: 1. Continue discussions with Taylor County on funding fire hydrants.
2. Continue work on O&M building design and cost estimate.

John K. Gentry, P.E.
General Manager