

TAYLOR COASTAL WATER & SEWER DISTRICT

18820 BEACH ROAD
PERRY, FLORIDA 32348
Phone/Fax: (850) 578-3043
www.tcwsd.org

MINUTES OF REGULAR COMMISSION MEETING

April 25, 2017 3:00 p.m.

1. The meeting was held at the District Building at 3:00 PM on April 25, 2017 present were:
COMMISSIONERS: Lynn Aibejeris, Steve Brown, Nancy Geohagan, and Gennie Malone. Benjye Tuten was absent.
TCW&SD STAFF present were: Diane Carlton and Lynette Senter. Ronald Bennett was absent.
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. Chairman Aibejeris welcomed guests Russell Belcher and Willie Huxford. Chairman Aibejeris asked if anyone had any non-agendaed items to discuss. She asked Mr. Belcher if he would like to address the board now rather than wait to address his issue under OLD BUSINESS. He advised yes he would like to address it now.

Russell Belcher had addressed the commissioners requesting that he not have to pay the \$1,000.00 water service fee since he had paid \$1000.00 for 2 future hook-ups in 2003 to Taylor Coastal Utilities. (\$500.00 for 2 different properties) He further stated that Taylor Coastal Utilities board had advised him that he would be allowed to hook up anytime in the future with no cost increase and could use another property. They advised him they just had to assign it to a property but he could change the property when he decided to hook up.

Office manager Diane Carlton presented to the board a copy of the districts rules and regulations that address water service payments. The rules state that payment for water service remains with the property not the payee. The rules have been in place with this statement since November 20, 2002. A copy of the minutes of the board meeting dated September 28, 2010 where the commission board approved that the customer if never connected would pay the current connection fee less any fee paid prior to.

After discussion, Chairman Aibejeris asked if there was a motion. Commissioner Malone made a motion to deny Russell Belcher's request. The District should follow the rules as they are written. The monies shall stay with the property that they were assigned to. Commissioner Nancy Geohagan offered a second. Chairman Aibejeris asked for further discussion. There was none. The motion passed unanimously.

Commissioner Nancy Geohagan offered a motion that the district not accept monies for any services until the customer is ready for the service to be installed. Chairman Aibejeris asked if there was any other discussion or a second to this motion. Commissioner Malone offered a second. The motion passed unanimously.

Mr. Huxford advised the board that he had made contact with some of the Taylor County Commissioners and would be submitting an application to fill one of the District board vacancies.

4. Approval of minutes for the regular commission meeting March 28, 2017
Chairman Aibejeris asked if everyone had reviewed the minutes presented for approval and if there was a motion to approve. Commissioner Geohagan made a motion to accept the minutes as presented with a note that two typing errors be corrected. On page 2 Item c under Directors Report typing reads there were questions no questions, it should be corrected to read there were no questions. And on page 2 section 8 b a typing error 17,795.522 should be corrected to read \$17,795.52. Commissioner Malone offered a second. Chairman Aibejeris asked for further discussion. There was none. The motion carried unanimously.
6. Staff and Committee Reports

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- a. **Water Operations-Ronald Bennett** Ronald was absent
- b. **Sewer Operations-Ronald Bennett**-Ronald was absent
- c. **Director Report-Lynette Senter**-Lynette reported the Water and Sewer sales for March 2017 were as expected. The adjustments for the month were higher than usual at due to some clerical errors. She reported that the district received 3 new service requests for this month. 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 Malone offered a second. Chairman Aibejeris called for further discussion. There was none. The motion passed unanimously.**
- d. **Other Assistant office Manager Items-Lynette Senter**-Nothing was reported
- e. **Financial Reports -Diane Carlton** – Diane reported that sales for the month of March 2017 were \$46,986.72. Total expenses were \$46,554.67. Other Income was 6,006.96. The net income for the month was \$6,439.01. A copy of the March 31, 2017 balance sheet was provided to the commissioners. The exception expense items for the month included payment to Powell & Jones, CPA for the audit of fiscal year ending September 30, 2016, payment of workers compensation insurance premium, purchase of an E-Z Go golf cart for meter reading and payment of the annual maintenance service fee for the 10000 gallon pressure tank. . 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 Malone offered a second. Chairman Aibejeris called for further discussion. There was none. The motion carried unanimously.**
- f. **Other Office Manager Items-Diane Carlton-**

- 1. Diane requested that the district consider adding to its rules and regulations and fee chart an additional expense that is continuing to be incurred by the district for permanent power conversion. The commissioners by consensus agreed. Diane was asked to propose the change in writing at a future meeting for review for approval.
- 2. On Friday April 28, 2017 from 6 p.m. to 7 p.m. the district is hosting an event for McKenzie Russell with the University of Florida on "Saving and Rescuing injured Marine life" especially manatees, sea turtles and dolphins.
- 3. Several people have made statements to office staff and field staff that 2 new RV Parks are in the planning stages for the Keaton Beach area. We need to monitor our sewer plant capacity this summer season so that we will know if we can handle this future development should it occur.
- 4.. We are now getting more requests for the 2nd meter so that our customers can irrigate, wash boats, clean fish and etc and not be charged sewer on that water usage. I would like the board to consider doing away with our staff monitoring pool fills by offering the second meter to the folks that request an adjustment on sewer charges for the fill. By consensus the board asked that if we are to change the policy we have now it needs to be written and presented for approval at future meeting.

7. **New Business**
None

- 8.
 - a. Update on Hurricane Hermine repairs, expenses and Public Assistance from the Federal Emergency Management Agency and the State of Florida- Diane Fema is waiting on us to get them a cost estimate for installing the wayer vents.
 - b. Update EPA Grant # XP 00D45516 Congressionally Mandate Project (Waste Water Equipment Purchase) Diane reported there has not been any activity this month.
- 9. Closing Remarks Commissioners/Staff-
The Commissioners expressed thanks to staff. There were no other comments.
- 10. Motion to Adjourn

Chairman Aibejeris requested a Motion to Adjourn.
Commissioner Malone made a motion to adjourn the meeting. Commissioner Geohagan offered a second.
The meeting was adjourned at 4:45 p.m.

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Board Actions:

1. Approval of the minutes of the March 28, 2017 regular Board Meeting
2. Approval of the March 2017 Directors Report.
3. Approval of the March 2017 Financial Reports
4. Deny Russell Belcher's request to have \$1,000.00 paid for water service on 2 properties previously owned by Paul Belcher (and never activated) transfer to a property that Russell Belcher recently purchased at Keaton Beach.
5. Approval of a motion that the district office is not to accept monies for water service and sewer service until property owners are ready for the service to be connected.

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

