

TAYLOR COASTAL WATER & SEWER DISTRICT

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MINUTES OF REGULAR COMMISSION MEETING

June 26, 2018 3:00 p.m.

1. The meeting was held at the District Building at 3:00 PM on June 26, 2018 present were: Commissioners Lynn Aibejeris, Steve Brown, Gennie Malone, Roger Weste and Willi Huxford. Commissioner Nancy Geohagan 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. Guests present were Felicity Appel and Debra Preble with Kimley Horn, Trevor Burch with Dewberry Preble-Rish, and County Commissioner Steve Spradley.
4. Steve Spradley, County Commissioner for our District spoke with the Board regarding the mosquito spraying, the new code enforcement officers and the community concerns regarding RVs.
5. Trevor Burch of Dewberry-Preble-Rish spoke about continuing the work on the Water Improvements PER, working with Florida DEP and proceeding with the search for funding.
5. Debra Preble discussed with the Board the possibility of transferring the contract for the Water Improvements project to her new firm, Kimley Horn. She outlined her previous work which included obtaining our funding to cover the PER with 100% grant funds. Debra explained that she and Felicity Appel could provide the District with the same level of service at her new firm. She asked that the Board write a request to have the contract transferred and provided a sample letter. **Commissioner Huxford made a motion to hold a Special Board Meeting on Tuesday, July 10, 2018 to discuss this request. Commissioner Steve Brown offered a second. Chairman Aibejeris asked for further discussion. There was none. By unanimous vote the motion was approved.**
6. Approval of minutes for the regular commission meeting May 22, 2018. Chairman Aibejeris asked if everyone had reviewed the minutes and if there was a motion to approve. **Commissioner Malone made a motion to accept the minutes. Commissioner Weste offered a second. Chairman Aibejeris asked for further discussion. There was none. By unanimous vote the motion was approved.**
7. **Staff and Committee Reports**
 - a. **Director Report – Lynette Senter** - Lynette reported the Water and Sewer sales for April were over the budgeted amount. There was one turned off account, no past due accounts, and three new memberships. The adjustments for the month totaled \$1,046.92. There were no questions from the commissioners. Chairman Aibejeris called for a motion to accept the Director's Report as given. **Commissioner Weste 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.**
 - b. **Other Assistant Office Manager Items - Lynette Senter – None**
 - c. **Financial Reports –Diane Carlton** – Diane reported that water and sewer sales for the month of May 2018 were \$46,008.85. Total expenses were \$46,569.74. We received \$18,348.56 other income. The net income for the month was \$20,787.67. There were no questions from the commissioners. Chairman Aibejeris called for a motion to accept the Financial Report as given. **Commissioner Weste 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.**
 - d. **Other Office Manager Items-Diane Carlton** – Commissioner Benjye Tuten has submitted his resignation.

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8. **New Business**

- a. Lynette Senter reported that our 2017 Consumer Confidence Report has been completed and is posted on our website. A note was added to our June billings letting the customers know. Copies are also available at the District Office.
- b. The 2018-2019 Budget is being worked on and will be presented for review at the July Board Meeting.
- c. After hours staffing was discussed. David Morgan is our primary on-call employee and will call Ron Bennett for assistance when necessary. **Commissioner Huxford made a motion to pay David Morgan two hours minimum on all after hour service call. A second was made by Commissioner Brown. Chairman Aibejeris called for further discussion. There was none. By unanimous vote the motion was approved.**

9. **Old Business**

- a. Update on Hurricane Hermine repairs, expenses and Public Assistance from the Federal Emergency Management Agency and the State of Florida – we have received additional funds from FEMA for our ongoing repairs and wagger vent project. We will be requesting a further extension to ensure all repairs can be completed. We will apply for additional monies as needed.
- b. Update EPA Grant # XP 00D45516 Congressionally Mandated Project (Waste Water Equipment Purchase) The grant is closed. The final draw of \$9,833.55 has been received.
- c. Trevor updated us on the Search Grant Application and EPA grant application for Water Improvements – Final plans have been submitted to DEP for review and the first DEP review is in process. (Presented in Item #5)
- d. Commissioner Weste requested that he be provided information on the Districts water sampling plan. He expressed he wanted to make sure each area was being sampled routinely. Lynette reported that she had spoken to Ron Bennett, our water operator. He is using the same sampling plan put in place by former water operator Jim Gooding. Each neighborhood is sampled on a rotating basis. We actually sample two each month then the rotation begins again.
- e. Wager Vent Project Update – Field staff have indicated that all wagger vents are installed barring any overlooked grinder pumps.

10. **Closing Remarks Commissioners/Staff**

- a. Commissioner Weste discussed a new tractor repair place he had found in Valdosta.
- b. The Commissioners expressed thanks to staff. There were no other comments.

11. **Motion to Adjourn**

Chairman Aibejeris requested a Motion to Adjourn. Commissioner Brown made a motion to adjourn the meeting. Commissioner Huxford offered second. The meeting adjourned at 4:40 P.M.

Board Actions:

- 1. Approval of the minutes of the May 24, 2018 regular Board Meeting
- 2. Approval of the May 2018 Directors Report
- 3. Approval of the May 2018 Financial Reports
- 4. Approval of a Special Meeting to be held on July 10, 2018 at 3:00 PM
- 5. Approval of a Minimum two hour after hours service call for David Morgan



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