TAYLOR COASTAL WATER & SEWER DISTRICT
18820 BEACH ROAD
PERRY, FLORIDA 32348
Phone/Fax: (850) 578-3043
www.tcwsd.org
MINUTES OF REGULAR COMMISSION MEETING
November 17, 2014

1. The meeting was held at the District Building at 3.00 PM on October 28, 2014 present were:
   a. COMMISSIONERS: Lynn Aibejeris, Steven Brown, Gennie Malone were present. Shawna Beach, Jim Poppell, Joel Singletary and Troy Thompson were absent.
   b. TCW&SD STAFF: Ronald Bennett, Sean Murphy, Diane Carlton and Lynette Senter.
   c. Guests: There were no guests present.

2. Chairman Aibejeris called the meeting to order. There were not enough Commissioners present to declare a quorum.

3. The meeting was opened with prayer and the Pledge of Allegiance to the Flag led by Commissioner Brown.

4. Staff and Committee Reports
   a. Water Operations- Ronald Bennett - Ronald reported that Water Operations have been running normal.
   b. Waste Water Operations- Ronald Bennett –Ronald reported that Waste Water operations are going well. He reported that we are having very low flow at this time as a matter of fact David Morgan reported the lowest flow in the history of the sewer plant.
   c. Directors Report – Lynette Senter. Water and Sewer Sales for the month of October were not given due to the lack of a quorum for approval.
   d. Other Assistant Office Manager Items - Lynette Senter – We have received many calls regarding the rate increase and Grinder Pump Fee which has been added to the bills. Once explanations were given as to why this was necessary, the majority of the callers/visitors understood the need.
   e. Financial Reports: Office Manager – Diane Carlton – This report was not presented due to the lack of a quorum at this meeting.
   f. Other Office Manager Items – Diane reported that the district is working with Shawn Lewis of DOT to achieve getting help with the completion of the documents necessary to get our request in to declare that the district is not financially responsible for paying for the conflicts indicated to us to achieve the construction of this project.

5. OLD BUSINESS
   a. Update on EPA Grant Funding ($750.000) – Diane Carlton –Diane reported that she is continuing to work on closing out this grant. A request was made to change the matching funds portion. I had hoped to present the request this evening for approval but since there is no quorum present I will present it at the next meeting scheduled for December 15, 2014.
   b. Update on Grinder Pump Installation for Jimmy Metts at Ezell Beach. The original documents were mailed to Mr. Metts on November 10, 2014 for his signature. We have not received them back as of this date. The District has paid $1,940.00 in attorney fees to date on this grinder pump installation request.
   c. Update on Taylor County Restore Act Project Proposal -Troy Thompson – Nothing was updated due to Troy's absence.

6. NEW BUSINESS
   a. Approve 2015 Board Meeting Calendar- No action could be taken due to a quorum not being present

7. CLOSING REMARKS – COMMISSIONERS/STAFF –There were none.

8. MOTION TO ADJOURN
   a. Commissioner Malone made a motion to adjourn. Commissioner Brown offered a second. The motion was unanimously approved. The meeting was adjourned at 3:50 p.m.
   b. The next regularly scheduled meeting will be held on Monday, December 15, 2014 at 3:00 p.m.
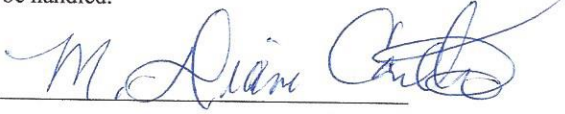
Board Actions:
None
Actions Items:
a. Continue to explore ways to make sewer connections more affordable
b. Ron Bennett will present to the board the components of a daily, monthly, quarterly and semi-annual or annual preventative maintenance program.

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