

TAYLOR COASTAL WATER & SEWER DISTRICT

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MINUTES OF REGULAR COMMISSION MEETING

March 16, 2023

1. The meeting was held at the District Building at 6:00 PM on March 16, 2023. Present were Commissioners Michael Hunter, Michael Lynn, Jan Walker, Randy Hathcock, and Gayle Lundy. Attorney J.D. Durant was absent. TCWSD Staff present were Kristi Hathcock and Lynette Senter.

The meeting was called to order at 6:00 p.m.

2. Commissioner Hathcock led us in prayer and the Pledge of Allegiance to the flag.
3. There were four guests: County Commissioner Michael Newman, Roger Weste, Glenn Senter, and Willi Huxford. There were no comments from the public for non-agenda items.
4. Update on the Water Improvements Project – Matt O'Connor from Dewberry was unable to call in, but Ms. Senter advised the Board that we are working on the request for detailed financial reports that the Department of Environmental Protection (DEP) has sent to our engineers.
5. Approval of the Minutes from the February 16, 2023, Board Meeting. **Commissioner Hathcock made a motion to approve the Minutes for February 16, 2023. Commissioner Walker offered a second. Chairman Hunter asked for further discussion. By unanimous vote, the motion was approved.**
6. Consent Items – **Commissioner Lynn made a motion to approve the Consent Items. Commissioner Lundy offered a second. Chairman Hunter asked for further discussion. By unanimous vote, the motion was approved.**
7. Other District Manager Items – Lynette Senter
 - a. Ron Bennett – Mr. Bennett is having back problems and has been unable to work as full a schedule as he was previously. Ron is managing things by phone, face-timing, and coming in when he is needed to. Florida Rural Water Association (FRWA) is stepping in to help when necessary. Mr. Bennett assisted with meter readings and is teaching the field crew the truck route.
 - b. Melvin Bowden – We had to utilize Mr. Bowden for a difficult grinder tank installation a few weeks ago. Mr. Bowden asked if we could use his fee to pay his past-due water and sewer account. Mr. Bowden's invoice of \$1,000.00 was paid to the District, giving him a credit balance of \$63.23.
 - c. Florida Water Loss Program Stage 1 – Tallahassee – Ms. Senter will be attending this workshop on March 29th in Tallahassee to receive free water audit software and to participate

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in the statewide water loss program. If Mr. Bennett is unable to attend, Ms. Senter will take Ms. Edmonds, our water trainee.

- d. Boatright Survey – At our meeting in July 2022, the Board discussed the Boatwright's request to move the grinder tank for the adjacent property away from their property line. Ms. Senter requested a survey from the Boatrights but has not yet received one. She will write another letter to follow up with this request.
- e. Mixed Liquor Return Pumps – We have two original equipment mixed liquor return pumps at the Wastewater Treatment Plant. One has failed and a new one has been ordered. The other pump is malfunctioning and is being checked by Ron's Electric to see if the problem is electrical in nature.
- f. Commissioner Walker – Additional Signatory on Bank Account – Ms. Senter asked the Board if Commissioner Jan Walker could be added as a signatory on the District's bank account. Commissioner Walker lives here at the beach and it would be much more convenient to get checks signed and save making a trip to town. The Board all agreed that this would be acceptable. **Commissioner Lundy made a motion to add Commissioner Walker as a Signatory on the Bank Account. Commissioner Hathcock offered a second. Chairman Hunter asked for further discussion. By unanimous vote, the motion was approved.**

8. New Business

- a. Mowing RFP – Proposals Received – The Board received two bids for the mowing services. A & R Lee Services provided an annual quote of \$6,534.00 and has Florida Workers' Compensation Insurance. Southeastern Land Restoration provided an annual quote for \$5,280.00 but does not have Florida Workers' Compensation Insurance. **Vice-Chairman Hathcock made a motion to accept A & R Lee Services' mowing bid. Commissioner Lundy offered a second. Chairman Hunter asked for further discussion. By unanimous vote, the motion was approved.**
- b. Resolution for the Water Improvements Project – the Florida Department of Environmental Protection has requested an updated resolution authorizing the District to move forward with the water improvements project. Ms. Senter prepared the resolution which was reviewed by Mr. Durant. **Commissioner Lundy made a motion to approve completing the updated resolution. Commissioner Hathcock offered a second. Chairman Hunter asked for further discussion. By unanimous vote, the motion was approved.**
- c.

9. Old Business

- a. Cell Tower Request – We have sent a request to the Florida Department of Environmental Protection asking for their opinion about placing a cell tower at the wastewater treatment plant; but have not yet received a response.

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- b. Water Audit and Water Loss Project – The District’s water loss percentage rose to 27.75% last month, showing a loss of 326,300. The Board discussed the cost of producing a gallon of finished water, which was calculated at \$0.024 per gallon by Ms. Senter and the Florida Rural Water Association. The Board asked Ms. Senter to provide the methodology for determining this cost as they feel it is much higher. Ms. Senter is working with Ms. Hathcock and the field staff to review turned-off accounts from the past to ensure all water meters were removed from service.

10. Closing Remarks Commissioners/Staff – None

11. Motion to Adjourn

Chairman Hunter requested a Motion to Adjourn. Vice-Chairman Hathcock made a motion to adjourn the meeting. Commissioner Lundy offered a second. The meeting adjourned at 6:34 PM.

Board Actions:

1. Approval of the minutes for February 16, 2023
2. Approval of the motion for the Consent Items
3. Made a Motion to add Commissioner Walker as a signatory to the District’s bank account.
4. Made a Motion to accept A & R Lee Services’ mowing bid.



BY: Lynette Taylor Senter, Board Secretary
Taylor Coastal Water and Sewer District