

**CEDAR KEY WATER & SEWER DISTRICT
P.O. BOX 309/510 THIRD STREET
CEDAR KEY, FL 32625**

**Minutes of Regular Meeting
Board of Commissioners
September 18, 2023**

Board Members Present: Dottie Haldeman, Leslie Sturmer, Joe Hand, Stephen Rosenthal, Michael Borelli.

Other Presents: Evan Rosenthal, Alicia Johns, James McCain, Ann Richburg, Sue Colson, Greg Lang, Lynn Martindale, James Martindale, Claudette Nelson, and Jerry Treat.

1. Meeting called to order at 5:36 p.m. by Dottie Haldeman, Chair.
2. Pledge and Prayer.
3. Public Comment. Sue Colson let the Board know that FEMA was still in town and available to help with any issues the District might need their help with, and she also informed the Board on what steps the City had to take before getting help from FEMA by contacting John McDonald at EOC and letting him know what repairs needed to be done and he then gives that information to FEMA if is something they can help with. Dottie Haldeman thanked Sue Colson for the information and ask if they could meet at a later time so, Ms. Dottie could get Mr. McDonald's contact information and any other helpful information Mrs. Sue might have.
4. Adoption of Agenda. **Motion** by Stephen Rosenthal to approve the Agenda. **Second** by Leslie Sturmer. Passed by vote 5-0.
5. Next Steps to Hurricane Recovery of the Cedar Key Water & Wastewater System. Joe Hand discussed with the Board what the District's next steps were for Hurricane Damage Repairs for the District. Joe discussed what things were discussed at the meeting he, James, and Greg Lang had with Dewberry on how they could help with getting funds from FEMA for the District to pay for repairs the District obtained due to the hurricane. Greg Lang discussed with the Board that through this process the District can possibly get some if not all of the lift stations that had damage during the storm repaired. James was concerned how long a procurement process would take when there are repairs that need to be done now instead of waiting for the procurement process to be done and Evan Rosenthal explained what steps needed to be taken legally for FEMA to approve reimbursement for any repairs that the District has make right now. After some more discussion the District decided to go ahead and get Dewberry on board with helping the District with the Disaster Recovery Process. **Motion** by Stephen Rosenthal to authorize James McCain to make any decisions or sign any documents necessary in the Disaster Recovery Process with Dewberry or any other entity that the General Manager may need to work with during the process and to authorize Evan Rosenthal to start the Procurement Process to establish a Disaster Recovery firm to help the District with any further issues they may need them for and to not spend more than \$30,000 without Board approval. The Board has waived the normal competitive bid procedures of the District and the State due to emergency repairs needing to be done due to damages sustained by Hurricane Idalia. **Second** by Joe Hand. Passed by vote 5-0.

6. Waccasassa Water & Wastewater Co-Op Update. Mr. Joe let the Board know that there was not anything to report but the next meeting was being held in Otter Creek at 1:00 pm on Wednesday September 20, 2023. Alicia let the Board know that all the W3C Meetings have now been publicly noticed as District Board meetings as well so all District Board members may attend. Mr. Stephen ask if minutes from the W3C meetings could be provided to the Board. Alicia let the Board know that she would get with Sue Beaudet, who does the minutes for the W3C meetings, and get her to send the minutes to pass along to the Board.
7. Approval of Board Meeting Minutes from the August 14, 2023 Regular Board Meeting and Minutes from the September 6, 2023 Tentative Millage/Budget Meeting. **Motion** by Stephen Rosenthal to accept the Board Meeting Minutes from the August 14, 2023 and September 6, 2023 meetings. **Second** by Michael Borelli. Passed by vote of 5-0.
8. Financial Reports. Balance Sheet, Budget Report, Checkbook Activity, Past Due Accounts Report, Employee Leave reports were presented for review. **Motion** by Leslie Sturmer to accept the Financial Reports as reported to the Board. **Second** by Stephen Rosenthal. Passed by vote 5-0.
9. Bill Adjustment Request. No Bill Adjustment Requests.
10. Ms. Leslie ask Alicia to send a list of the GM Applicants and what website they applied through to each of the Board Members. The Board briefly discussed what they were looking for from the applicants and decided to have a separate meeting on October 3, 2023 at 5:00 pm to discuss who they would like to look into further and who they would like to delete from the applicant list. There was some discussion on what each of the Board Members needed to look for when going over the applicants resumes on whether to accept or delete the applicants from the list.
11. Audit Discussion. Evan explained to the Board the changes he was able to get lowered with James Moore and Company for the Districts Audit services. **Motion** by Stephen Rosenthal to accept the contract from James Moore & Company to continue as the District's Auditors. **Second** by Leslie Sturmer. Passed by vote 5-0.
12. General Managers Report. James reported to the Board what steps he took during and after the hurricane. James reported that out of the 17 lift stations only 4 did not get wet from the hurricane. James told the Board he was very thankful to Jamie Hoage on the wastewater, Fred Handy on the water, Talcum Electric Company for all their help getting everything up and running after the storm. James let the Board know that the conductivity in the water has returned to normal after all the flushing that was done and that all the Boil Water Notices and Salt Water Intrusion Notices have been resended. James discussed with the Board on why the decided to keep Billy as Assistant Superintendent after he retires. With a lot of discussion on James' decision the Board agreed with James. **Motion** by Leslie Sturmer to accept James recommendation to keep Billy Quinn as Assistant Superintendent since he denied advancement, but Billy will get a 4% raise as of October 1, 2023. **Second** by Stephen Rosenthal. Passed by vote 5-0. **Motion** by Stephen Rosenthal to leave Ann Richburg at 5 days a week until January 1, 2024 and at the January Meeting rediscuss her work schedule at that time to see if her hours will be reduced at that time. **Second** by Joe Hand. Passed by vote 5-0.

13. Attorney Report. Evan discussed with the Board the changes that needed to be made to the Mittauer & Associates and the Nabors, Giblin, and Nickerson contracts. **Motion** by Stephen Rosenthal to accept the changes that need to be made to both contracts. **Second** by Joe Hand. Passed by vote 5-0. Evan and the Board discussed the things that should be covered by the District's current insurance policy.
14. Commissioner Comments. Dottie expressed how blessed she thought the City of Cedar Key is with all the damage from the storm, because it could have been much worse. The Board, Alicia, Ann, and James discussed the possibility of getting a building for Alicia and Ann to work in or possibly letting them work out of the Board Room until the rest of the building gets done. It was decided that the Insurance Company would be contacted to see what could be done about getting the Board Room and a bathroom completely finished so that Alicia and Ann could work out of the District's office.
15. Public Input. No Public Input.
16. Adjournment: There being no more business to conduct, the meeting was adjourned at 7:45 p.m.


Dottie Haldeman, Chairperson


Leslie Sturmer, Commissioner &
Secretary of the Board