

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

**Minutes of Regular Meeting
Board of Commissioners
March 11, 2019**

Board Members Present: Joe Hand, Stephen Rosenthal, Dottie Haldeman, Chris Reynolds.

Others Present: John McPherson, David Boeff, Brenda Wise.

1. Meeting called to order at 5:05 p.m. by Stephen Rosenthal, Chair.
2. Pledge and Prayer.
3. Adoption of Agenda. **Motion** by Joe Hand to adopt the agenda as presented. **Second** by Dottie Haldeman. Passed by a vote of 4-0.
4. Public Input. Public input was requested but none was provided.
5. Approval of Minutes. **Motion** by Dottie Haldeman to accept the minutes of the February 11, 2019, meeting as presented. **Second** by Joe Hand. Passed by a vote of 4-0.
6. Financial Reports. Budget, Balance Sheet, Checkbook Activity, Past Due Accounts, and Employee Leave reports were presented for review. **Motion** by Dottie Haldeman to accept the financial reports as presented. **Second** by Joe Hand. Passed by a vote of 4-0.
7. Bill Adjustments:
 - A request by RTG Hospitality for an adjustment from \$1,452.50 to \$1,339.51 due to a broken water line under an exterior trailer. **Motion** by Dottie Haldeman to approve the adjustment as meeting the standards for adjustments. **Second** by Chris Reynolds. Passed by a vote of 4-0.
 - A request by M.H. Vanlandingham for an adjustment from \$565.01 to \$320.94 due to a broken water line under an exterior trailer. **Motion** by Dottie Haldeman to approve the adjustment as meeting the standards for adjustments. **Second** by Joe Hand. Passed by a vote of 4-0.
8. General Manager Report.
 - a. *Water Plant Issues.*
 - (1) Disinfectant Byproducts: The GM reported that samples were taken and sent to the lab on February 6, 2019, and that a preliminary report indicates that there were slightly high numbers for one of the THM readings and both of the HAA5 readings.


- (2) TwinOxide: The GM reported that the application for authorization to proceed with the second TwinOxide test has been approved by DEP, and that notice to customers will go out before the test begins. He presented to the Board an estimate on the cost of upgrading the electronics and controls, stating that according to the engineers these are the upgrades required to make sure the dosing and monitoring work properly. He reminded the Board that these costs would be paid for out of the state legislative grant and the equipment would be used in the new water plant.
- (3) The GM reported that the DEP sanitary inspection of the water facilities conducted by DEP one every three years took place on March 7, and all was found in compliance.
- b. *Wastewater Treatment Plant Permit Renewal.* The GM reported that Tim Norman has submitted the application and additional information to DEP and we are awaiting DEP's response.
- c. *Wastewater Bridge Lines Directional Drills.* The GM reported that Tim Norman has completed the design work on this project, and that the necessary permit from DEP has been obtained, but that the necessary permit from DOT remains pending. He reported that it is still possible that construction could begin in May before hurricane season.
- d. *Election and Financial Disclosure.* The GM provided election packets for Seat 2 (Reynolds) and Seat 4 (Rosenthal) which are up for election this spring, with a qualifying period of March 18 to March 22. He also reminded the Board about the annual Financial Disclosure forms which are due to be filed by July 1.
- e. *Communication Towers and Antennas.*
- (1) NextEdge Networks: The GM reported that the NextEdge equipment would soon be installed on the water tower pursuant to a previously approved lease agreement.
- (2) AT&T: The GM reported that a representative for AT&T continued to express interest in place cellular antennas on the water tower, but moving forward on that was delayed while the tower situation is resolved with NexTower as explained below.
- (3) NexTower: The GM reviewed the situation with the Board, including the request by NexTower to place a communications tower on the District's water treatment plant site in order to provide emergency communications for Levy County. The GM introduced David Boeff with NexTower who presented the following to the Board:
- Reviewed the situation with Levy County and the need to quickly find a location for a 300-foot tower.
 - A previous location had fallen through and the water treatment site was now an option due to the expiration of the American Tower lease agreement.
 - The option would need to be for 1 year, with the option to two 1-year renewal periods. The lease agreement would need to be for 5 years, with the right to renew for 7 terms for a total of 40 years.

- The proposed rent was \$900 per month, with an additional \$250 per month for each carrier added after the first (Levy County). These amounts would automatically increase by 2% each year.
- The tower would be designed to crumple within a 100 foot radius, and we would need to check for the distance to the water treatment plant.
- The lighting on the tower would be white strobe during the day with red blinking at night.
- The compound would be locked with access provided to the District and carriers on a 24/7 basis.
- The only signage would be small with required information.
- NexTower would pay all ad valorem taxes imposed on the property or equipment.
- A \$1 million insurance policy would be provided.
- A surety bond would be provided to insure that the site is reclaimed at the termination of the lease. Foundations would be demolished to a depth of 24 inches below ground level with the rest staying in the ground.
- He will be working with AT&T about locating on this tower, or possibly another tower on the island that he will be working with the City on.

After discussion, the Board directed the GM to work with NexTower on an Option/Lease agreement to be brought back to the Board for review.

9. Commissioner Comments: None.
10. Public Input: Public input was requested but none was provided.
11. Adjournment: There being no further business to conduct, the meeting was adjourned at 6:40 p.m.


 Stephen Rosenthal, Chairperson


 Leslie Sturmer, Commissioner &
 Secretary of the Board

Date: 3/25/2019