

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

**Minutes of Regular Meeting**  
**Board of Commissioners**  
March 13, 2023


Board Members Present: Dottie Haldeman, Leslie Sturmer, Joe Hand, Stephen Rosenthal, and Tabitha Lauer.

Other Presents: Evan Rosenthal, Alicia Johns, James McCain, Darin Kilfoyl, Malcom Cox, Mandy Offerle, Frank Offerle, Clay Childers, Jan Childers, Michael Borelli, Patty Jett, Chris Reynolds, Linda Seyfert, and Walt Nickel.

1. Meeting called to order at 5:01 p.m. by Dottie Haldeman, Chair.
2. Pledge and Prayer.
3. Public Comment. No Public Comment at this time.
4. Adoption of the Agenda. **Motion** by Stephen Rosenthal to accept the Agenda. **Second** by Joe Hand. The Board decided to move Item 8 Board Discussion of Applications received for the Vacant Commission Seat to Item 5a on tonight's agenda. Passed by vote 5-0.
5. Approval of Board Meeting Minutes from the March 13, 2023, Regular Board Meeting. **Motion** by Stephen Rosenthal to approve the minutes from the March 13, 2023, Board Meeting. **Second** by Joe Hand. Passed by vote 5-0.
- 5a. Board Discussion of Applications received for the Vacant Commission Seat. The Board ask each of the three candidates for the Vacant Commission Seat (Mike Borelli, Clay Childers, and Chris Reynolds) to give a brief summary of their background and qualifications that would make them a good candidate and also, their thoughts on the proposed pipeline project. Each Candidate was thanked for their attendance and told that the voting for the Vacant Commission Seat would be at the April Board meeting and candidates would be notified of the Boards decision. There was a fourth candidate who was not in attendance, and it was decided by the Board since he was not in attendance at tonight's meeting that his application was not considered. The Board and Evan then discussed and decided on the best way to vote on the candidates at at the April Board meeting. The Board also thanked Tabitha Lauer for her service and support for her time on the District's Board as she will be missed.
6. Financial Reports. Balance Sheet, Budget Report, Checkbook Activity, Past Due Accounts Report, Employee Leave reports were presented for review. **Motion** by Stephen Rosenthal to approve the Financial Reports with discussion. **Second** by Joe Hand. The Board discussed a few lines on the P/L sheet. The Board had a question about line 560.04 Annual Dues/Fees it looked a little high. Line 620 Laboratory Fees the Board thought looked a little low. James said he would get with Ann on those two things and report to the Board at the next meeting. The Board then discussed the Past Due Accounts and James and Alicia explained to the Board the procedure for customers whose service has been disconnected and what the customer would have to do to have their service reinstated. After further discussion of the Financial Reports the Board was satisfied and ready to move on to the next item on the Agenda. Passed by vote 5-0.

7. Bill Adjustment Request. No Bill Adjustment Requests.
8. Second Reading of Resolution Related to Point of Connection and Extension Charges. **Motion** by Tabitha Lauer to approve the Second Reading of the Resolution for the Point of Connection and Extension Charges. **Second** by Leslie Sturmer. The Board had a few questions for Evan on the clarification of the wording in parts of the Resolution that Evan satisfactorily answered for the Board and the Resolution was approved. James explained to the Board why he thought the Sewer Connection Fee should be changed from \$2500 to \$3000. After further discussion the Board passed the Resolution. Passed by vote 5-0.
9. Second Reading of Resolution Related to Notice Requirements for District Resolutions Concerning Operating Millage and Annual Budget. **Motion** by Leslie Sturmer to approve the Second Reading of the Resolution Related to Notice of Requirements for District Resolutions Concerning Operating Millage and Annual Budget. **Second** by Tabitha Lauer. Evan read the Resolution for the Board and after some discussion the Board approved the Resolution. Passed by vote 5-0.
10. General Managers Report. James reported to the Board on how the DEP Inspection went and what information they requested to see during the Inspection. James also reported on the few issues he, Gabe, and Billy repaired in the last few weeks along with their other daily duties. James and the Board discussed some things regarding the MIEX at the Water Plant. James and the Board discussed how well the new Sewer Hauling Company was working out. Mr. Stephen commended James and his maintenance staff on their two-day sewer job he witnessed on one of his walks around town. James thanked him and replied that he had two exceptional staff members in the field with him. Mr. Stephen then ask James about the Main Lift Station Control Panel that he has seen them working on. James explained to Mr. Stephen and Board what issues he and his maintenance staff were having with it and what they were doing to fix them. James also reported to the Board that will be one of the Lift Stations that will be repaired with the \$2.5 million-dollar Lift Station Rehab Grant the District was awarded. It was reported that Gabe will be taking his Water License test soon, which will give him both Water and Wastewater Licenses. The Board ask James about the Ground Water questions that were mentioned in the DEP Inspection email that James printed for the Board to read. James explained what information he had to report to DEP to answer those questions DEP had. The Board ask if the District was pumping more water with all the tourist in town and James replied that the District was pumping festival flows during the week and that is what is causing some of the issues since the pump stations are so old. James then had the Board look at some of the prints he gave them to show what some of the Lift Stations will look like after repairs are made. Mandy Offerle ask James how many Lift Stations will be repaired with the \$2.5 million-dollar grant and if those will use up all the money allotted to those Lift Stations. James responded by saying that only five Lift Stations are scheduled for repair under the Grant and that until the District receives all the bid information for the repairs that he will not know if those five will take the whole \$2.5 million to repair or if there will be money left over to possibly repair more Lift Stations. Mrs. Mandy also ask if James had put in a new Grant to which he replied yes, that it had a number and would be going before the Legislature for approval.
11. Attorney Report. Evan reported to the Board that he had been going over all of the Codified Resolutions for the District and went over a few of the Resolutions and a brief description of what each entailed and ask if the Board wanted to amend or make changes to a few that had to do with purchasing in case of as needed or emergency basis. The Board ask that Evan and James work together on updating the Resolutions that have to do with purchasing and bring them back to the Board for approval.

12. Commissioner Comments. Mr. Joe ask Evan about any changes on the W3C Agreement. Evan let the Board know that the Water Management District was letting the application go through without the Cooperative being formed. Evan stated that he and Steven would still be working on the Agreement to get it finalized at a future date. Leslie ask about setting up a workshop and bringing in people from other Cooperatives to tell the Board of their experiences in startup, etc. The Board was in agreement with having a workshop sometime in April.
13. Public Input. Walter Nickel from Wright-Pierce Engineering let the Board know that his firm had a part in the Polk County Water Cooperative and would be happy to see if a few people from that particular water authority would come to speak with the Board if the District decided to have a workshop.
14. Adjournment: There being no more business to conduct, the meeting was adjourned at 6:40 p.m.

  
Dottie Haldeman, Chairperson

  
Leslie Sturmer, Commissioner &  
Secretary of the Board