

**MINUTES
REGULAR MEETING
ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS
201 SELMA AVENUE, ENGLEWOOD, FL 34223
AUGUST 4, 2022 @ 8:30 A.M.**

Board of Supervisors:

Sydney B. Crampton, Chair
Robert C. Stern, Jr., Vice-Chair
Phyllis Wright (absent)
Taylor Meals
Steven Samuels (absent)

Staff:

Ray Burroughs, Administrator
Robert H. Berntsson, District Counsel
Dewey Futch, Water Operations Manager
David Larson, Wastewater Operations Manager
Keith R. Ledford Jr., P.E., Technical Support Manager (absent)
Lisa Hawkins, Finance Director
Teresa Herzog, Executive Assistant

1. The meeting began with the Pledge of Allegiance and roll call to establish a quorum.
2. ANNOUNCEMENTS – Additions or Deletions – Mr. Kozek (304 Elder Street) Foxwood Condominium Association Backflow Requirement Appeal – rescinded his public input request.
3. SERVICE AWARDS – With gratitude, Chair Crampton presented a 10-year service award to Kevin Mozzicato, Wastewater Plant Operator.
4. PUBLIC INPUT – AGENDA ITEMS ONLY – None
5. CONSENT SECTION – Mr. Stern moved, **“to accept the Consent Agenda as presented,”** seconded by Mr. Meals.
 - a. Minutes of the Regular Meeting dated July 14, 2022 **22-08-04 CS A**
 - b. Big W Law Invoice dated July 19, 2022 **22-08-04 CS B**

UNANIMOUS

6. ACTION ITEMS

a. FY23 Budget Approval – Mr. Burroughs introduced the item. This is to approve a 5% rate increase and provide multi-year funding for the FY 2023 CIP, single year funding for the FY 2023 Operating Budget, single year funding for the FY 2023 Debt Service, and authorize the number of full-time employees. Chair Crampton then questioned if the budget should be broken out into individual motions?

Mr. Stern moved, **“to approve the budget as presented,”** seconded by Chair Crampton who then called for discussion.

Mr. Meals began the discussion to include; the 5% increase in salaries, the substantial increase to health care costs, the way the CIP budget is structured, debt services and the addition of 2 more employees.

Attorney Berntsson read a portion of the Enabling Act that dictates the passage of a motion needing 3 affirmative votes. Mr. Burroughs added that there are communities who need to know our rates so they can forecast their budgets too. Attorney Berntsson suggested, if the Board was in agreeance with number 1 of the motion, it could be passed

with no action being taken of the other 4. Mr. Meals continued the discussion to include; how future CIPs will be funded; rate increases of greater than 5% that may be necessary in the future and income assumption that may not come to fruition.

Mr. Stern withdrew his motion.

Mr. Stern moved, **“to approve a 5% increase to the water/wastewater base and usage rates, wholesale water/wastewater rates and reuse water rates effective October 1, 2022,”** seconded by Mr. Meals.

UNANIMOUS

22-08-04 A

Mr. Stern moved, **“to make a continuation to the next meeting,”** seconded by Mr. Meals.

UNANIMOUS

22-08-04 B

b. Rehabilitation of Water Treatment Plant Vertical Turbine Pump – Mr. Burroughs introduced the item. A vertical turbine pump at the Water Treatment Plant requires rehabilitation. The quote from Mader Electric Motors covers the cost of needed parts, labor, and a crane truck. Services will be provided by piggybacking off the Lee County Agreement, B180244GWT, expiring 9/9/2022 for the purchase of electric motor repair and replacement services. Cost exceeds the Administrator’s \$25,000 authority.

Mr. Meals moved, **“to approve,”** seconded by Mr. Stern.

UNANIMOUS

22-08-04 C

Full motion read: To accept the Mader Electric Motors Estimate #86567 dated July 8, 2022 in the amount of \$28,808.32 for the rehabilitation of a Water Treatment Plant Vertical Turbine Pump. Services provided by piggybacking the Lee County Agreement B180244GWT, expiring 9/9/2022. Funds to come from the general fund.

c. Award of Contract/Supply of Liquid Chlorine – Mr. Burroughs introduced the item. The sealed bid procurement process was followed with response from only one bidder; Brenntag Mid-South. Inc. The only other supplier in the area, Allied Universal Corporation submitted a no-bid statement due to lack of product. This is for a 6-month fixed pricing contract from October 1, 2022 to March 31, 2023 at \$2,263/ton of liquid chlorine. Funding pending FY2023 budget approval.

Item was tabled until the next meeting pending approval of the FY 2023 budget.

d. V-1 Vacuum Station Rehab AirVac Materials Direct Purchase – Mr. Burroughs introduced the item. As part of the V-1 rehab project, the V-1 station will be updated with all new equipment inside. Staff has received the Scope of Supply and Pricing Proposal from AirVac for the direct purchase of materials for the rehab of the V-1 Vacuum Station. This scope of supply is only for the equipment inside the vacuum station and does not include the temporary system. The scope includes a new collection tank and associated piping, a new sewage pump skid with two vertical mounted sewage pumps, a vacuum pump skid with vacuum pumps and a new pump control panel with VFD’s for all of the pumps. The proposal also includes an optional platform. While it would be nice to have,

staff believes it would be best to use that money elsewhere. Current lead times for this equipment package is 40-44 week.

Mr. Meals moved, **“to approve,”** seconded by Mr. Stern.

UNANIMOUS

22-08-04 D

Full motion read: To authorize the Administrator to sign a purchase order for the V-1 Station Rehab AirVac materials direct purchase in the amount of \$600,000.00. Funds to come from the CIP Budget.

e. Warehouse Inventory of Water Meters – Mr. Burroughs introduced the item. Staff is seeking Board approval for the purchase of Neptune water meters and parts to increase inventory. The purchased amount will exceed the Administrator’s authority of \$25,000.

Mr. Stern moved, **“to approve as presented,”** seconded by Mr. Meals.

UNANIMOUS

22-08-04 E

Full motion read: To authorize the purchase of additional Neptune water meters and parts up to \$71,669.41 for the remainder of FY 2022 through sole source procurement with Ferguson Waterworks. The vendor is the sole authorized distributor of Neptune meter and parts in Florida. Funds to come from water revenue.

7. DISCUSSION – None

8. ADMINISTRATOR’S REPORT – Ray Burroughs

1. A meeting with the forestry service was held last week to discuss the clearing of fallen trees and undergrowth in the wellfield. They will schedule a time this fall to clear out the back area at no cost to the District.
2. Staff met with our insurance company and health insurance rates have increased by 30.51% this will have an impact on the budget.

a. WATER OPERATIONS MANAGER – Dewey Futch

Production:

1. Total send out for July 2022 was 89.50 MG/2021 was 78.96 MG.
2. Average send out was 2.88 MGD/2021 average send out was 2.54 MGD and the 2022 high was 3.1 MGD/2021 high was 3.21 MGD.
3. Rainfall 2022 was 3.01”/2021 was 11.84”.
4. This past month at the Plant Leo Pflieger Construction installed the filter media in the #3 filter. The project is now complete, and the filter should be back in use next week.
5. The operators performed general maintenance and daily operations; all was fairly quiet for the month.

Distribution:

1. This past month Distribution had 1 incident to report. On 7/1/2022 the 4” watermain located at the intersection of Oyster Creek Drive and Illinois Avenue broke. Repairs were made and a precautionary boil water notice was issued and rescinded after 2-day bacteriological testing completed on 7/3/2022.

2. For July, 40 new meters were set equaling 39 ERCs for single-family homes and 1 service line was a fire line at Sure Safe Storage.
3. 39 radio heads were replaced and 32 customers requested turn offs were done.
4. The EWD portion of the service line material inventory survey is at 35.9% completion.

b. WASTEWATER OPERATIONS MANAGER – David Larson

WRF:

1. The average daily flow for July 2022 was 1.37 MGD about half a million less per day than last year with a peak flow of 1.66 MG for the month.
2. A lightning strike caused several issues with the reuse system as well as other equipment at the plant. This caused a disruption in our reuse flows, but the issues are repaired and the system was back up on Tuesday. Another lightning strike yesterday took out a panel.
3. Staff took down and cleaned out plant #1, airline issues are being worked on.
4. Normal operations and maintenance are ongoing.

Collections:

1. Crews installed 1 new vacuum pit and replaced another.
2. Construction on the Dearborn Street project hit reuse lines twice, staff made the repairs.
3. Normal operations and maintenance are ongoing.

c. TECHNICAL SUPPORT MANAGER – Keith R. Ledford Jr., P.E. (absent) In Mr. Ledford's absence, Mr. Burroughs reviewed the written status report with updates.

Developments/Projects:

1. Boca Royale – EWD has sent back comments after reviewing the initial plans.
2. Guardian Storage – EWD will be sending out the service agreement for developer's review soon.
3. Park Forest Phase 7A – Tri County chlorinated on 7/28 but was above the allowable limit. Rescheduled for 8/2. Curb and asphalt is being installed next week.
4. Placida Mini Storage – EWD has reviewed and approved the revised plans. Pre-con is yet to be scheduled.
5. Sure Safe Storage – the pressure test and tap was completed on 7/28 and the piping up to the backflow assembly was chlorinated for 1 hour as no BAC-Ts were required for this project. EWD to install a radio read meter on the by-pass on 7/29. This project is now complete.

d. FINANCE DIRECTOR – Lisa Hawkins

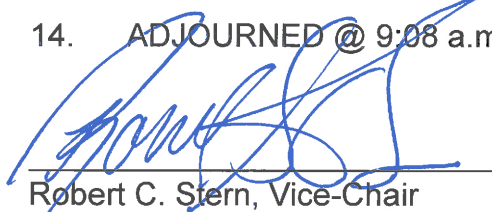
Financial Statements

1. June – operating revenue was \$14.323M, about \$900K more than last June. There was operating expenses of \$10.366M, up about \$1M from last year, leaving an operating surplus at \$3.956M.

Investment Statements

2. June – we had \$20.225M with RBC and cash of \$2.728M at Centennial Bank.
9. ATTORNEY'S REPORT – Robert H. Berntsson – None

10. OLD BUSINESS – Mr. Meals stated that the screening placed on Old Englewood Road is a great improvement.
11. NEW BUSINESS – None
12. PUBLIC COMMENT – ANY TOPIC – None
13. BOARD MEMBER COMMENTS – Chair Crampton reminded the other Board members to get with staff concerning the budget this month so things get worked out before the September 1st meeting.
14. ADJOURNED @ 9:08 a.m.



Robert C. Stern, Vice-Chair

APPROVED

/tlh