

**MINUTES  
REGULAR MEETING  
ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS  
201 SELMA AVENUE, ENGLEWOOD, FL 34223  
AUGUST 6, 2020 @ 8:30 A.M.**

**Board of Supervisors:**

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

**Staff:**

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

1. The meeting began with the Pledge of Allegiance and roll call to establish a quorum.
2. ANNOUNCEMENTS – Additions or Deletions – addition of action item 6c., Blue Heron Phase 1 I & I Project.
3. SERVICE AWARDS – Postponed
4. PUBLIC INPUT – AGENDA ITEMS ONLY – Jim Branthoover, 1725 Belvidere Road  
Mr. Branthoover objected to the additional \$900.00 tap fee he was required to pay to move his meter after paying the initial connection fees, the use of a 90 degree elbow that was later replaced with a new service tap, and the new requirement of a backflow because an irrigation system was discovered at the property. Staff/Board explanation followed to include; why a temporary 90 degree elbow was initially installed followed by a new service tap, justification of the cost, and the state rules on backflow prevention devices. At conclusion of Board discussion, the fee was not waived.
5. CONSENT SECTION – Chair Stern called for removal of any item or approval of the consent section. Mr. Samuels moved **“to approve as submitted,”** seconded by Mr. Meals.

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|---|----------------------|
| a. Minutes of the Regular Meeting dated July 2, 2020          | <b>20-08-06 CS A</b> |
| b. Attorney’s Invoice: The Big W Law Firm dated July 16, 2020 | <b>20-08-06 CS B</b> |
| c. Attorney’s Invoice: Henderson/Franklin dated July 14, 2020 | <b>20-08-06 CS C</b> |
| d. McCall Road Utility Easement Acceptance                    | <b>20-08-06 CS D</b> |

**UNANIMOUS**

6. ACTION ITEMS

a. Tanner Settlement Agreement & Release – Mr. Burroughs stated Board authorization is necessary for approval of the Tanner Settlement Agreement and General Release concerning Florida State Statue 115.

Mr. Meals moved, **“to approve as published,”** seconded by Ms. Wright.

**UNANIMOUS**

**20-08-06 A**

Full motion read: 1) To authorize the agreed upon settlement amount and 2) To authorize Administrator, Ray Burroughs to sign the Tanner Settlement Agreement and General Release.

b. Warehouse Inventory of Water Meters – Mr. Burroughs stated Board approval is sought for the purchase of Neptune water meters to replenish inventory. The purchase amount exceeds the Administrator’s \$25,000.00 authority.

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

**UNANIMOUS**

**20-08-06 B**

Full motion read: To authorize the Administrator to purchase 860 Neptune water meters in the amount of \$164,160.00 through single source procurement with Sunstate Meter and Supply, Inc. (sole authorized distributor of Neptune meters in Florida) to replenish the supply in inventory. Funds to come from water revenue.

c. Blue Heron Phase 1 I & I Project – Mr. Burroughs stated this item is to eliminate inflow and infiltrations in older sewer collection systems and re-line/repair mains and manholes. Project is budgeted for \$300,000 in this year’s CIP Budget.

Mr. Samuels moved, **“to approve as submitted,”** seconded by Mr. Meals.

**UNANIMOUS**

**20-08-06 C**

Full motion read: To authorize the Administrator to sign the Work Proposals 19201-1 & 10201-2 from GML Coatings for the CIPP and manhole lining in the total amount of \$275,265.60. Funds to come from wastewater revenues.

7. DISCUSSION – None

8. ADMINISTRATOR’S REPORT – Ray Burroughs

a. WATER OPERATIONS MANAGER – Dewey Futch – excused

b. WASTEWATER OPERATIONS MANAGER – David Larson – excused

Mr. Burroughs read aloud the written reports submitted by Mr. Futch and Mr. Larson.

c. TECHNICAL SUPPORT MANAGER – Keith R. Ledford Jr., P.E.

Mr. Ledford reviewed his written report with updates.

CIP/In-house Projects:

1. CIPP – Blue Heron Phase 1 – approved today, the map submitted illustrates areas to be completed in phases 1 and 2. Providing funding is approved for phase 2, it should begin in October.

2. Lime Bed Cleaning – the lagoon has been dug down 10-12 feet and the project should be wrapping up today.

3. Lime Plant High Service VFD Upgrade – Curry Controls will provide quotes for redoing the power distribution center for the high service pumps, including VFDs for the other high service pumps.

4. Lime Plant Raw Water Tank Rehab – demolition of the raw water tank should begin in approximately 2 weeks.

5. LS 115 Bypass – as expected, pressures are too high for LS 119 to pump, limited by the single phase power at this station. As part of the Boca Royale, Unit 15 project, they will be bringing us 3-phase power. Once we get the power, new pumps will be installed.

Developments/Projects:

1. Beachwalk by Manasota Key Phase 1 – clearing for the entrance has begun, bores for the force main have started with water mains to follow.

2. Charlotte County-Gulf Boulevard Improvements – Charlotte County was required to redesign the sidewalk portion of this project from the roundabout south; this will have minimal impact on EWD. Award of contract may be at their September meeting.

d. FINANCE DIRECTOR – Lisa Hawkins

1. FY2021 Budget Discussion – Mr. Meals began the discussion with the following items:

a. Inquiry regarding the length of time before the debt service expires.

b. CIP line item – Clean Lime Beds cost of \$650,000 for 2021.

c. The necessity of the newly added \$100,000 per department contingency for unanticipated expenses.

d. The need to fund a CIP project to provide sewer to customers on Beach Road across from LS 210.

At conclusion of discussion, Mr. Meals reminded staff and the Board that when the debt service is paid off, \$3M will again be available for projects.

2. Financial Statements for June – operating revenue was \$13.240M, operating expense of \$ 8.895M, leaving operating income at \$4.34M up \$634,000 from last year at this time. It was noted that past dues are trending up slightly. A 6.7% increase in over 90 days past due.

3. Investment Statements for June – we currently have \$13.672M with BBT and nearly \$4M with Centennial Bank. Another \$1M was moved to the money market account.

Mr. Burroughs concluded the Administrator's report.

9. ATTORNEY'S REPORT – Robert H. Berntsson

a. Henderson/Franklin Misappropriation of Name Lawsuit Update – The Judge signed the order for the motion strike and for default on July 6th. Judgement to come in the next few weeks.

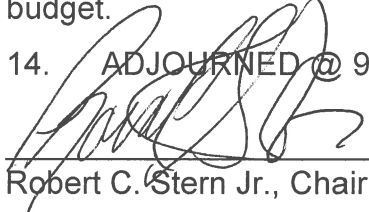
10. OLD BUSINESS – Mr. Meals questioned if the tap fee charges are customary and how the rate study came to the dollar amount? Mr. Ledford explained the number is an average taking into consideration the main size, manpower, hours need to complete the work and parts needed to complete the job.

11. NEW BUSINESS – None

12. PUBLIC COMMENT – ANY TOPIC – None

13. BOARD MEMBER COMMENTS – Mr. Samuels gave praise for the well thought out budget and after discussion with Ms. Hawkins, has no problem with newly added emergency/contingency funding. Ms. Wright commented on having some of the same concerns as Mr. Meals and both Ms. Wright and Mr. Meals praised the work on the budget.

14. ADJOURNED @ 9:26 A.M.

  
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Robert C. Stern Jr., Chair, for Sydney B. Crampton, Vice-Chair (absent)

/tlh

APPROVED