

Homosassa Special Water District

Regular Meeting

December 18th, 2023

A regular meeting of the Board of Commissioners of the Homosassa Special Water District was held on Monday, December 18th, 2023, at the Water District office located at 7922 W. Grover Cleveland Blvd, Homosassa, FL.

Present were:

Commissioner R. MacRae	Rick Sandvick (Superintendent)
Commissioner Miller	Tim Kline (Deputy Superintendent)
Commissioner Wilcox	Jenn Roberts (Office Manager)
Commissioner Sipos	Kendal Padgett (Staff)
Carole Barice (Attorney)	Tracy Helm (Guest)
George McDonald (Engineer)	

Commissioner J. MacRae was absent from the meeting.

Commissioner R. MacRae called the meeting to order at 4:02 PM.

1. Additions, Corrections, Deletions of the Regular Meeting Minutes of November 20th, 2023

Commissioner Miller questioned if the two main ruptures mentioned on page five of the minutes were the same break. Superintendent Rick Sandvick stated that they were two different breaks that occurred on two different days.

Commissioner Miller made a motion to accept the minutes as written. Commissioner Sipos seconded the motion. Vote Yes. Motion Carried.

2. Public Input

A. Drake, Dan Leak Adjustment

Commissioner Wilcox made a motion to waive the conservation rate and give them time to pay. Commissioner Miller seconded the motion. Vote Yes. Motion Carried.

3. Public Comment

A. Tracy Helm

Ms. Helm addressed the board regarding the shut-off policy and procedures. She had to have surgery on the day the past due payments were due. She stated that she called in to make her payment on the morning of December 13th, but the non-payment fees were already issued. Due to this being her second shut-off in a calendar year, she was also required to pay an additional

deposit per the Shut Off Policy. Commissioner Miller thanked Ms. Helm for her time and appreciated her coming in.

Commissioner R. MacRae would like the staff to send a letter explaining the shut-off policy and the deposit refund process. He stated that he would sign the letter. He would also like the additional deposit amount to be listed on the late fee notice.

4. George McDonald (Project Update)

A. W Yulee Dr & W Central St 6" Line Replacement

Engineer George McDonald informed the board that permits have been submitted to Citrus County and the Department of Environmental Protection (DEP).

B. Homosassa River Crossing 6" Line Replacement

Engineer George McDonald provided a report to the board that stated the need for the project, the aspects of the project, and the costs. The next step would be to have a conversation with the Homosassa Civic Club Association and the Water Management District.

C. W Fishbowl Dr 6" Line Replacement

Engineer George McDonald informed the board that the current line is a 1965 cast iron 6" line under the pavement. He provided the board with the costs of the replacement for a 6" line or if the line was increased to 8".

Commissioner Wilcox made a motion to have Engineer George McDonald to prepare a formal estimate for the costs of the Homosassa River Crossing 6" Line Replacement and the W Fishbowl Dr 6" Line Replacement. Commissioner Miller seconded the motion. Vote Yes. Motion Carried.

5. Attorney Report

A. SRF Loan Repayment

Attorney Carole Barice stated that the loan agreement does not specifically state where the money has to be kept.

Commissioner R. MacRae suggested moving \$100,000 from the SRF Account to the Government Pool Account. He would like to repeat the process once the SRF Account reaches a certain amount again.

6. Secretary/Treasurer Reports

A. General Fund

B. Water Fund

C. Banking Information

D. Transfer Report

Discussion

7. Staff Report

A. Overtime Report

B. Superintendent

1. Water Audit Report

The water loss for the month of November was 6.74%.

2. Leak Report

Deputy Superintendent Tim Kline informed the board that Southwest Florida Water Management District was out recently with a listening device to help find leaks. They were able to find some leaks that will be able to be repaired by our employees.

3. New Year's Day Holiday

Superintendent Rick Sandvick informed the board that he made a mistake on the 2024 Holiday Schedule. He asked the board if they would make New Year's Day a holiday for the company. Commissioner Wilcox made a motion to make New Year's Day a holiday for the company. Commissioner Miller seconded the motion. Vote Yes. Motion Carried.

4. New Hire

Superintendent Rick Sandvick informed the board that we have a new hire that will be starting tomorrow, December 19th, 2023.

8. Reports to the Board

A. Adjustment Report

B. Shut Off List

Discussion

9. Board Comments

Commissioner Sipos stated that it was a good meeting, she thanked the staff for the spread and that she will be absent from the next month's meeting.

Commissioner Wilcox stated that it was a great meeting, that it was another great year and she hopes that everyone enjoys their New Year's Day Holiday.

Commissioner Miller wished everyone a Merry Christmas and thanked the staff for the wonderful spread.

Commissioner R. MacRae stated that it was a good meeting, he thanked everyone and wished everyone a Merry Christmas.

10. Pay Bills/Adjournment

Commissioner Miller made a motion to pay the bills and adjourn the meeting. Commissioner Wilcox seconded the motion. Vote Yes. Motion Carried.