

Homosassa Special Water District

Regular Meeting

March 18th, 2024

A regular meeting of the Board of Commissioners of the Homosassa Special Water District was held on Monday, March 18th, 2024, at the Water District office located at 7922 W. Grover Cleveland Blvd, Homosassa, FL.

Present were:

Commissioner R. MacRae	George McDonald (Engineer)
Commissioner Wilcox	Tim Kline (Deputy Superintendent)
Commissioner Sipos	Jenn Roberts (Office Manager)
Commissioner J. MacRae	Kendal Padgett (Staff)
Carole Barice (Attorney)	

Commissioner Miller attended via telephone.

Superintendent Rick Sandvick was absent from the meeting.

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

1. Election of Officers

Commissioner Wilcox nominated Commissioner Miller to be Secretary/Treasurer.

Commissioner Miller has accepted her nomination to be Secretary/Treasurer.

Commissioner R. MacRae	Vote Yes
Commissioner Wilcox	Vote Yes
Commissioner J. MacRae	Vote Yes
Commissioner Sipos	Vote Yes

Nomination stands for Commissioner Miller as Secretary/Treasurer.

Commissioner Wilcox nominated Commissioner R. MacRae to be Chairman.

Commissioner R. MacRae has accepted his nomination to be Chairman.

Commissioner R. MacRae	Vote Yes
Commissioner Wilcox	Vote Yes
Commissioner J. MacRae	Vote Yes
Commissioner Sipos	Vote Yes

Nomination stands for Commissioner R. MacRae as Chairman.

Commissioner R. MacRae nominated Commissioner Wilcox as Vice Chairman.

Commissioner Wilcox declined her nomination to be Vice Chairman as she will be relocating.

Commissioner R. MacRae nominated Commissioner Sipos to be Vice Chairman.

Commissioner Sipos has accepted her nomination to be Vice Chairman.

Commissioner R. MacRae	Vote Yes
Commissioner Wilcox	Vote Yes
Commissioner J. MacRae	Vote Yes
Commissioner Sipos	Vote Yes

Nomination stands for Commissioner Sipos as Vice Chairman.

Commissioner Wilcox informed the board that she has someone who would be interested in filling the vacant seat upon her relocation. Commissioner Miller inquired as to where others who are interested in filling the vacant seat would reach out.

Commissioner R. MacRae would like Attorney Carole Barice to get together information on what the process would be for filling the vacant seat and present it at April's meeting.

2. Additions, Corrections, Deletions of the Regular Meeting Minutes of February 19th, 2024

Commissioner Miller complimented Kendal Padgett on her note-taking and the recording of the minutes.

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

3. Public Input

A. Borderick, Rance & Kay (Leak Adjustment)

B. Grond, Peter (Leak Adjustment)

C. Hudnall, Holly & Jered (Leak Adjustment)

D. Register, Glenda (Leak Adjustment)

Commissioner Wilcox made a motion to block together all leak adjustments, waive the conservation rate, and give them time to pay. Commissioner Sipos seconded the motion. Vote Yes. Motion Carried.

4. George McDonald

A. W Central St Directional Drill

Engineer George McDonald informed the board that the permit was received from the county and we can move forward with the directional drill.

B. HSWD Survey Proposals for W Fishbowl Dr Water Main Project and Homosassa River Crossing Water Main Project

Engineer George McDonald informed the board that he received final proposals for the surveying of the W Fishbowl Dr Water Main Project and the Homosassa River Crossing Water Main Project. The surveying costs for the W Fishbowl Dr Water Main Project total \$15,127 and the Homosassa River Crossing Water Main Project total \$12,860 with the sketch.

C. HSWD Wetlands Jurisdiction Line Flagging Proposal

Engineer George McDonald informed the board that he received a final proposal for the Wetland Jurisdiction Flagging of the W Fishbowl Dr Water Main Project and the Homosassa River Crossing Water Main Project. The wetland jurisdiction flagging costs for the W Fishbowl Dr Water Main Project total \$3,450 and the Homosassa River Crossing Water Main Project total \$1,450.

Attorney Carole Barice looked over the agreements and noted that some changes needed to be made in the General Conditions. She made the necessary changes and resubmitted to the company.

Commissioner Wilcox made a motion to approve the contracts as presented and authorize Attorney Carole Barice to make minor changes if needed. Commissioner J. MacRae seconded the motion. Vote Yes. Motion Carried.

5. Attorney Report

A. HSWD Amendment Citrus County ROW Utilization Agreement

Attorney Carole Barice informed the board that the county attorney, Denise Lyn, still needs to review the agreement and get back to her. She also provided the county with the terminated lease of the Blue Bird Springs property.

6. Secretary/Treasurer Reports

A. General Fund

B. Water Fund

C. Banking Information

D. Transfer Report

E. Restitution

Discussion

Commissioner Miller would like to table the discussion on the Restitution until April's meeting.

Commissioner R. MacRae complimented Commissioner Miller on her report.

7. Staff Report

A. Website Update

B. Ethics Training Email

Office Manager Jenn Roberts informed the board that the Ethics Training needs to be completed by the end of the calendar year.

C. FMIT Insurance

Commissioner R. MacRae stated that he is glad Deputy Superintendent Tim Kline and Office Manager Jenn Roberts are moving forward with obtaining new quotes for our insurance.

D. Special District Workshop

Attorney Carole Barice informed the board that the legislation regarding special districts has been passed. The legislation will now limit max terms to 12 years after November 2024 and that the districts adopt policies, goals, and objectives by October 1st, 2024.

Commissioner Wilcox would like Attorney Carole Barice to gather information on what is needed by October 1st, 2024, and present it at April's meeting. After the information is presented, then a special workshop can be scheduled.

E. Overtime Report

F. A Rock Electric Notice of Commencement

Office Manager Jenn Roberts presented to the board a Notice of Commencement for A Rock Electric to do some electrical work in the field employee's office. Commissioner R. MacRae signed the paperwork.

G. Superintendent Report

1. Live Time Meters

Deputy Superintendent Tim Kline gave a presentation on Live Time Meters and the benefits they would offer to the district. He stated that our current system has the capability to become live time as they would only need to have the tower or pole installed. He received a quote for installing two towers and a pole at our Riverhaven Tank, our Bradshaw Well, and on the

elevated tank. Commissioner R. MacRae would like Tim Kline to get more information and present it to the board.

2. Water Loss Report

The water loss for the month of February was 7.60%.

3. Leak Report

Discussion

8. Reports to the Board

A. Adjustment Report

B. Shut Off List

Discussion

9. Board Comments

Commissioner Miller thanked everyone for allowing her to attend via telephone, she stated that it was a good meeting, and she looks forward to seeing everyone next month.

Commissioner Sipos thanked everyone for a very nice meeting.

Commissioner J. MacRae stated it was a good meeting, she thanked Commissioner Sipos for becoming the Vice-Chairman, and she congratulated Commissioner Wilcox on her upcoming marriage and move. She also complimented Tim Kline on his awesome work on the presentation and is looking forward to all the information.

Commissioner Wilcox stated it was a really productive meeting and she appreciated the presentation and the use of the TV.

Commissioner R. MacRae stated that it was a great meeting, he complimented the staff on the amazing job they do and he thanked everyone for trusting him to be the Chairman.

10. Pay Bills/Adjournment

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