

**Homosassa Special Water District  
Regular Meeting  
May 18, 2020**

A regular meeting of the Board of Commissioners of the Homosassa Special Water District was held Monday, May 18, 2020. Due to the current COVID-19 restrictions this meeting was held virtually as per Governor DeSantis's Executive order # 20-69.

Present were:

Commissioner MacRae	Commissioner Sipos
Commissioner Wilcox	Commissioner Green
Commissioner Rendueles	Carole Barice (Attorney)
David Purnell (Superintendent)	Teresa Olds (HSWD Staff)
Tammy Campbell (McDirmit Davis)	Janice Saltmarsh (Accountant)
George McDonald (Engineer)	

Commissioner MacRae called the meeting to order at 4:00 PM

Ms. Olds stated that this meeting will be held virtually as per the Governor's Executive order as listed above.

Commissioner MacRae explained that a roll call vote will be taken on each motion. Any comments received by phone or email will be read by Ms. Olds.

Ms. Olds called the roll call of all Commissioners. All present

**1) Approval of Regular Meeting Minutes of 4-20-20**

Commissioner Sipos made a motion to accept the minutes as presented.

Discussion.

Attorney Barice discussed with the Board a couple of changes that needed to be made to the minutes.

Item 1: The Resolution it clarified the substance and the purpose of the Resolution.

Item 2: Under the Attorney's report it clarified the Family First CoronaVirus response act sections in the summary and how it impacts the District.

Discussion.

Commissioner Sipos amended her motion to include the changes by the Attorney to the minutes. Commissioner Green seconded the motion. Call for the vote.

Commissioner MacRae	Vote yes
Commissioner Sipos	Vote yes
Commissioner Wilcox	Vote yes
Commissioner Green	Vote yes
Commissioner Rendueles	Vote yes

Motion carried.

## **2) Public Input**

No public input to be brought before the Board

## **3) FY 2019-2020 Final Audit**

Tammy Campbell presented the Final Audit for year 2019-2020 to the Board.

Discussion on Comments from the Audit

### 1) Interfund Balances

This item was taken care of during the audit process. This comment will not be on the audit again as this item has been taken care of.

### 2) Account Reconciliations

Tammy has recommended that an additional layer of reconciling be added to procedures.

Discussion

Commissioner Rendueles made a motion to accept the Audit as presented. Commissioner Sipos seconded the motion. Call for the vote

Commissioner MacRae	Vote yes
Commissioner Sipos	Vote yes
Commissioner Wilcox	Vote yes
Commissioner Green	Vote yes
Commissioner Rendueles	Vote yes

Motion carried.

#### **4) George McDonald (project update)**

Discussion.

Update on the SRF project, the low bidder Pave Rite has been notified and documents have been sent off to SRF for their approval.

The next item would be to schedule a pre-construction meeting whether virtual or in person.

Discussion.

Attorney Barice state that she would like copies of the contracts and we need to get the Bonds from them.

Discussion.

#### **5) Attorney Report**

Discussion on Purslane Easement Request.

Attorney Barice stated that staff had sent her a request from some of the residents on Purslane stating that they would like to put in as improvements to the area a walkway path to the river.

Discussion.

During discussion of this item there was discussion on the District hiring someone to research all Easements and Deeds recorded prior to 1980 which is all on micro fish at the Courthouse.

Discussion.

Commissioner MacRae made a motion to have staff look into the cost to research all of our easements prior to 1980. If within their budget make that happen. Once they have that, take information to a survey company or a couple of them to get an idea of the cost to survey those easements. Both sides of the River Crossing. If it is within their cost move forward with the survey. If the one in question (Purslane Dr) now is of importance, move forward and have this one done now. In the meantime, Attorney Barice will prepare a letter in response to the request for Superintendent Purnell to sign. Commissioner Sipos seconded the motion. Call for the vote.

Commissioner MacRae  
Commissioner Sipos

Vote yes  
Vote yes

Commissioner Wilcox	Vote yes
Commissioner Green	Vote yes
Commissioner Rendueles	Vote yes

Motion carried.

Attorney Barice stated to the Board that the Governor has extended the original Executive Order allowing Board meetings to be held virtually.

Attorney Barice stated that at last months meeting she told the Board about the E Verify Bill. This bill has been submitted to the Governor but at this time he has not signed it. This bill requires all Public Employers, Contractors and Sub Contractors to register with and to use the E Verify system.

## **6) Budget Reports**

Discussion

## **7) Staff Report**

### **A) Banking Information**

Discussion

### **B) Transfer Report**

Discussion

### **C) Proposed Customer Letter (On File)**

Board agreed for staff to send out letter. Also, to waive late fees and no cut offs for non-payment to be extended one more month.

Board agreed to set the Budget Workshop in July prior to the Regular meeting.

Teresa explained to the Board that the District has to complete an updated Vulnerability Assessment. We did the original one in 2004. These now need to be updated every 5 years.

Discussion.

Discussion on the Listening Device that the Field crew is asking for.

Commissioner MacRae made a motion to go forward with the bid process for the listening device. Commissioner Wilcox seconded the motion. Call for the vote.

Commissioner MacRae	Vote yes
Commissioner Sipos	Vote yes
Commissioner Wilcox	Vote yes
Commissioner Green	Vote yes
Commissioner Rendueles	Vote yes

Motion carried.

## **8) Superintendent's Report**

Discussion

## **9) Reports to the Board**

A) Adjustment Report

## **10) Public Comments**

No comments to present to the Board

## **11) Board Comments**

## **12) Pay Bills/Adjournment**

Commissioner Wilcox made a motion to pay the bills and adjourn the meeting. Commissioner Green seconded the motion. Call for the vote.

Commissioner MacRae	Vote yes
Commissioner Sipos	Vote yes
Commissioner Wilcox	Vote yes
Commissioner Green	Vote yes
Commissioner Rendueles	Vote yes

Motion carried.

06/09/20  
07:33:42

HOMOSASSA SPECIAL WATER DISTRICT  
Check Register  
For the Accounting Period: 4/20

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Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
18808	S	366 CITRUS NETWORKING SOLUTION GROUP, INC	320.00	04/27/20	_____	CL 16715	320.00
18809	S	39 CITRUS PUBLISHING	18.10	04/27/20	_____	CL 16716	18.10
18810	S	367 CITRUS TRANSMISSION & AUTO	642.55	04/27/20	_____	CL 16717	642.55
18811	S	307 NATURE COAST WEB DESIGN & MARKETING, INC	33.33	04/27/20	_____	CL 16718	33.33
18812	S	336 SAFEGUARD BUSINESS SYSTEMS	215.36	04/27/20	_____	CL 16719	215.36
18813	S	27 SPECTRUM BUSINESS	9.53	04/27/20	_____	CL 16720	9.53
18814	C S	999999 TRUE VALUE RENTAL	0.00	04/27/20	_____	CL 16721	
18815	* S	100 HOMOSASSA SPECIAL WATER	5644.78	04/27/20	_____	CL 16722	5644.78
18816	S	100 HOMOSASSA SPECIAL WATER	14935.65	04/27/20	_____	CL 16723	14935.65
18817	S	307 NATURE COAST WEB DESIGN & MARKETING, INC	16.66	04/29/20	_____	CL 16724	16.66
18818	S	27 SPECTRUM BUSINESS	302.82	04/29/20	_____	CL 16725	302.82
18819	S	324 UTILTIY TECHNICIANS, INC.	2530.00	04/29/20	_____	CL 16726	2530.00
18820	S	159 SUNSTATE METER & SUPPLY	4461.66	04/30/20	_____	CL 16727	4461.66
18821	S	100 HOMOSASSA SPECIAL WATER	665.00	04/30/20	_____	CL 16728	665.00
18822	S	999999 GEORGE & DEBORAH PURRMAN	45.36	04/30/20	_____	CL 16729	45.36
18823	S	999999 JAMESIA SIMS	3.00	04/30/20	_____	CL 16730	3.00
18824	S	999999 JOY PIANTA OR CHRIS LARKIN	32.46	04/30/20	_____	CL 16731	32.46
18825	S	999999 KIM MCGOVERN	0.06	04/30/20	_____	CL 16732	0.06
18826	S	999999 RONALD ROWTHORN	58.02	04/30/20	_____	CL 16733	58.02

Total for Claim Checks 29934.34  
Count for Claim Checks 19

\* denotes missing check number(s)

# of Checks: 19 Total: 29934.34

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
-99855	E	361 REGIONS BANK VISA	2587.44	05/11/20	5/20		
						CL 16756	2587.44
5362	S	999999 SCOTT ALLEN ROOFING	3950.00	05/04/20			
						CL 16737	3950.00
5363	S	23 BLUE CROSS/BLUE SHIELD OF FLORIDA	4783.23	05/06/20			
						CL 16751	4783.23
18827	S	150 CENTURYLINK	67.14	05/04/20			
						CL 16738	67.14
18828	S	272 CITRUS EQUIPMENT & REPAIR, INC	518.30	05/04/20			
						CL 16739	518.30
18829	S	322 STATE OF FLORIDA DISBURSEMENT UNIT	500.00	05/04/20			
						CL 16740	500.00
18830	S	159 SUNSTATE METER & SUPPLY	4167.21	05/04/20			
						CL 16741	4167.21
18831	S	179 W R E C	2537.15	05/04/20			
						CL 16742	2537.15
18832	S	340 WEX FLEET FSC	1676.84	05/04/20			
						CL 16743	1676.84
18833	S	1 A-1 ALARM SYSTEMS	130.00	05/04/20			
						CL 16744	130.00
18834	S	248 BUCK & BUCK	75.00	05/04/20			
						CL 16745	75.00
18835	S	36 CENTRAL MATERIALS CO	405.75	05/04/20			
						CL 16746	405.75
18836	S	100 HOMOSASSA SPECIAL WATER	198.15	05/04/20			
						CL 16747	198.15
18837	S	322 STATE OF FLORIDA DISBURSEMENT UNIT	136.95	05/04/20			
						CL 16748	136.95
18838	S	173 WASTE MGMT INC OF FLORIDA	190.63	05/04/20			
						CL 16749	190.63
18839	S	96 HOME DEPOT CREDIT SERVICES	63.94	05/04/20			
						CL 16750	63.94
18840	S	372 ANSAFONE	109.33	05/06/20			
						CL 16752	109.33
18841	S	23 BLUE CROSS/BLUE SHIELD OF FLORIDA	10624.21	05/06/20			
						CL 16753	10624.21
18842	S	132 DUKE ENERGY	119.15	05/06/20			
						CL 16754	119.15
18843	S	999999 REGIONS	2000.00	05/06/20			
						CL 16755	2000.00
18844	S	272 CITRUS EQUIPMENT & REPAIR, INC	20.99	05/14/20			
						CL 16758	20.99
18845	S	211 RING POWER CORPORATION	1595.00	05/14/20			
						CL 16759	1595.00
18846	S	27 SPECTRUM BUSINESS	149.00	05/14/20			
						CL 16760	149.00
18847	S	156 SUNSHINE STATE ONE CALL	106.18	05/14/20			
						CL 16761	106.18

06/09/20  
07:34:39

HOMOSASSA SPECIAL WATER DISTRICT  
Check Register  
For the Accounting Period: 5/20

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Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
18848	S	359 VALLI INFORMATION SYSTEMS, INC.	1405.97	05/14/20	_____	CL 16762	1405.97
18849	S	377 AQUA PURE WATER & SEWAGE SERVICES, LLC	4665.00	05/14/20	_____	CL 16757	4665.00
Total for Claim Checks			42782.56				
Count for Claim Checks			26				

\* denotes missing check number(s)

# of Checks: 26                      Total: 42782.56