

Homosassa Special Water District

Regular Meeting

September 16th, 2024

A regular meeting of the Board of Commissioners of the Homosassa Special Water District was held on Monday, September 16th, 2024, at the Water District office located at 7922 W. Grover Cleveland Blvd, Homosassa, FL.

Present were:

Commissioner R. MacRae	Carole Barice (Attorney)
Commissioner Miller	Rick Sandvick (Superintendent)
Commissioner J. MacRae	Tim Kline (Deputy Superintendent)
Commissioner Sipos	Jenn Roberts (Office Manager)
Commissioner Wilcox	Kendal Padgett (Staff)
Seth Edge (Guest)	

Engineer George McDonald was absent from the meeting.

Commissioner R. MacRae called the meeting to order at 3:58 pm.

1. Rick Sandvick's Retirement

Commissioner R. MacRae informed the board that every year a check is issued to the employees in December for the total number of years employed, called the longevity bonus. He stated that with Rick Sandvick retiring on September 30th, 2024, he thinks that Rick should be able to receive his longevity bonus check for the 35 years he was employed before his retirement date. Commissioner Miller stated that she would like to look at the employee manual and see what the policy says before making a decision. Attorney Carole Barice stated that the decision is at the board's discretion.

Commissioner R. MacRae made a motion to forward Rick Sandvick's longevity bonus check to be issued before his retirement date of September 30th, 2024. Commissioner J. MacRae seconded the motion. Vote 4 Yes- 1 Nay. Motion Carried.

Commissioner R. MacRae read a compliment from a customer stating how Customer Service Manager Cindy Kovacs is very understanding and professional, and how the field technicians were very nice, accommodating, and very professional.

The Board of Commissioners presented Rick Sandvick with a set of new golf clubs, a new golf bag, and all the accessories he would need as a gift for his retirement after a 35-year career.

2. Superintendent

Superintendent Rick Sandvick asked the board if they needed to vote for Tim Kline as the next Superintendent. Attorney Carole Barice stated that the board does need to vote for Tim Kline.

Commissioner R. MacRae made a motion to promote Tim Kline to Superintendent upon Rick Sandvick's last day. Commissioner Miller asked if the promotion should take effect on the day after Rick Sandvick's last day.

Commissioner R. MacRae amended his motion for the promotion of Tim Kline to Superintendent to take effect on October 1st, 2024. Commissioner Miller seconded the motion. Vote Yes. Motion Carried.

3. Additions, Corrections, Deletions of the Regular Meeting Minutes of August 19th, 2024

Commissioner Sipos made a motion to accept the minutes as written. Commissioner Wilcox stated that there was a correction that needed to be made on page six, under item five, to the 2024-2025 fiscal year instead of the 2024-2024 fiscal year.

Commissioner Sipos amended her motion to accept the minutes with the corrections stated. Commissioner Miller seconded the motion. Vote Yes. Motion Carried.

4. Public Input

- A. BAHM Properties, LLC (Leak Adjustment)**
- B. Burrows, Bryon & Norma (Leak Adjustment)**
- C. Herndon, James (Leak Adjustment)**
- D. McCloskey, Caitlin (Leak Adjustment)**
- E. Myles, Mr. & Mrs. George (Leak Adjustment)**
- F. Serata, Robert or Judith (Leak Adjustment)**
- G. Smith, Susan & Kent (Leak Adjustment)**
- H. Tibbetts, Duane or Jan (Leak Adjustment)**
- I. Wolf, Steven & Barbara (Leak Adjustment)**

Commissioner Miller made a motion to block together all leak adjustments, waive the conservation rate, and give them time to pay. Commissioner Wilcox stated that due to her being a relative of one of the leak adjustment customers, she does not think she should vote. Attorney Carole Barice stated that if she has no financial gain from the leak adjustment, if not, she should be okay to vote. Commissioner J. MacRae seconded the motion. Vote Yes. Motion Carried.

5. George McDonald (Project Update)

Due to Engineer George McDonald's absence, Attorney Carole Barice provided an update.

A. Homosassa River Crossing

Attorney Carole Barice informed the board that the Duke Energy Surveyor Contractor is changing the width of the Submerged Land Easement from 10 feet to 20 feet. She stated that there is no issue with the Florida Department of Environmental Protection for having overlaying easements.

B. W Fishbowl Dr. Water Main Replacement

Attorney Carole Barice informed the board that the wetland jurisdiction surveying has been completed.

6. Attorney Report

7. Secretary/Treasurer Reports

A. General Fund

B. Water Fund

C. Banking Information

D. Transfer Report

E. Monthly Water Sales Transfer

Discussion

8. Staff Report

A. Adopt the Strategic Plan

Commissioner J. MacRae made a motion to adopt the Strategic Plan and have it uploaded to the website before October 1st, 2024. Commissioner Sipos seconded the motion. Vote Yes. Motion Carried.

B. Florida Rural Water Association Rate Study

Office Manager Jenn Roberts presented to the board the Florida Rural Water Association Rate Study and what they suggest the rates should be increased by. The rate study suggested that the rates should be increased by 10% for the current year and then 5% for the next few years. She informed the board that this is a free study offered to us by the Florida Rural Water Association. She stated that the board does not have to go with the rate increase suggested by the Florida Rural Water Association.

C. Rick Sandvick Vacation and Sick Payout

Office Manager Jenn Roberts informed the board of the total Rick Sandvick will be receiving for both his vacation and sick payout upon retirement. She stated that these two checks would be cut and ready for the commissioner to sign on September 26th, 2024.

D. Overtime Report

Discussion

9. Superintendent Report

A. New Vermeer Vactron

Deputy Superintendent Tim Kline informed the board that we received the new Vermeer Vactron over a week ago and the guys have already used it on a job.

B. Rock Cutter

Deputy Superintendent Tim Kline informed the board that we received the Rock Cutter over a week ago and they have already put it to use on the W Yulee Dr/W Central St job and it got through 100 feet of rock in approximately two hours.

C. Water Audit Report

The water loss for the month of August was 11.30%.

D. Leaks on W Creek Ln

Deputy Superintendent Tim Kline informed the board that the service lines on W Creek Ln all need to be replaced, as they are all galvanized lines and the guys are coming across a bunch of leaks. He stated they plan on replacing the existing lines with a 4" poly line.

E. Leak Report

Discussion

10. Reports to the Board

A. Adjustment Report

B. Shut Off List

Discussion

11. Board Comments

Commissioner Wilcox stated that it was a very good meeting.

Commissioner Sipos stated that it was a very good meeting, she enjoyed saying goodbye to Rick and that she will miss him, and she thanked the staff.

Commissioner J. MacRae stated that it was a good meeting, she thanked the staff, and she wished Rick a happy retirement.

Commissioner Miller stated that it was a good meeting, she wished Rick much luck and happiness with moving on, that she is excited for Tim and his future as Superintendent, and she thanked the staff for their hard work.

Commissioner R. MacRae complimented Rick on his many years of a wonderful career; he hopes that his retirement is fulfilling and that he will get to do things he has been wanting to do.

12. Pay Bills/Adjournment

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