

# Homosassa Special Water District

## Regular Meeting

### August 15, 2022

A regular meeting of the Board of Commissioners of the Homosassa Special Water District was held on Monday, August 15, 2022 at the Water District office located at 7922 W. Grover Cleveland Blvd, Homosassa, FL.

Present were:

Commissioner MacRae	Carole Barice (Attorney)
Commissioner Miller	George McDonald (Engineer)
Commissioner Sipos	Rick Sandvick (Superintendent)
Commissioner Rendueles	Jenn Roberts (Office Manager)
Commissioner Wilcox	Kendal Padgett (Staff)

Joseph Azzarelli from Pave-Rite Inc attended the meeting to provide an update on the SRF project.

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

#### **1. Additions, Corrections, Deletions of Regular Meeting Minutes of July 18, 2022**

Commissioner Rendueles and Commissioner Miller had made a statement that there was some typos that needed to be corrected within the minutes.

Commissioner Sipos made a motion to accept the minutes with the corrections. Commissioner Rendueles seconded the motion. Vote Yes. Motion Carried.

#### **2. Public Input**

##### **A. Thyngesen, Jacky or Judy (Leak Adjustment)**

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

##### **B. Hanish, Mary (Leak Adjustment)**

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

##### **C. Pogue, Eric & Heidi (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.

Commissioner Miller had asked if there was a way for us to notice a leak almost as soon as it happens. Jenn Roberts pulled Cindy Kovacs into the meeting to explain the process of finding a leak and where the extra usage came from. Cindy explained the process that is done after monthly meter reading by a report that shows a percent variation or three times higher usage. When the usage is three times higher, Cindy has a data logger done to explain the past 96 days of water usage and how it is broken down hourly.

### **3. George McDonald (Project Update)**

#### **A. SRF**

The project is going well with all pipe in the ground, but still some work to be done. Currently, the project is 97% complete and 95% cleared for usage. There are a few streets left within Area D are awaiting clearance from the state of Florida. The initial contract complete date was July 13<sup>th</sup>, 2022 and there was 10 rain days given to the company. They are expecting to be done with everything by the end of the month. Joseph Azzarelli has provided a very detailed work schedule for the rest of the project. There are four streets that are awaiting pressure tests to send over for clearance. There has been some delays that the company has been dealing with that has pushed them past the initial completion date. Joseph intends to have all fieldwork, cleanup, and paperwork completed by the end of the month, but it may take a little longer.

Commissioner MacRae proposed that the board gives Pave-Rite Inc until the end of September for final completion with State approval. Commissioner Wilcox made a motion to accept the proposal for the end of September completion date. Commissioner Miller seconded the motion. Vote Yes. Motion Carried.

#### **B. Water Use Permit**

We have submitted the attachments required for the increased usage. There has been no objection or argument for the what we are asking for. We should have an update by the meeting next month.

### **4. Attorney Report**

#### **A. SRF Construction Default Letter**

Discussion

## **B. RFQ Continuing Engineering Services**

The RFQ finalized draft was sent out to everyone before the meeting. The RFQ will be posted on VendorLink for applicants to apply. There will need to be training done for using VendorLink and four people were registered; Carole Barice, Jenn Roberts, Rick Sandvick and Cindy Kovacs. Once training is completed, the RFQ will be able to be posted. They are postponing the posting Date on VendorLink until September 8, 2022.

## **5. Budget Reports**

### **A. General Fund**

### **B. Water Fund**

Discussion

## **6. Staff Report**

### **A. Banking Information**

### **B. Transfer Report**

### **C. Service Leak Report**

### **D. Shut Off Policy- Per Request**

There are some changes within the policy that need to be made. Commissioner Miller was asked to look over and bring any changes to the next meeting.

### **E. Tentative Budget Meeting Date Reminder**

The tentative budget meeting date is set for September 7, 2022 at 5:01PM.

### **F. Superintendent**

#### **Water Loss Report**

Water loss for the month of July 2022 was at 11%.

## **7. Reports to the Board**

### **A. Adjustment Report**

### **B. Shut Off Lists**

There was no shut off list provided for the month of July due to shut offs occurring after board meeting. Next month, there will be two months of shut offs.

## **8. Board Comments**

Commissioner Wilcox said it was a very nice meeting. She said it was nice to see three generations of MacRae family attending the meeting.

Commissioner Sipos said it was a good meeting, that she learned a few things and can finally see the end of the SRF project. She thanked staff for everything they do for these meetings.

Commissioner Rendueles said it was a good meeting and was very informative.

Commissioner Miller said it was a very good meeting and thanked the staff for the nice meeting and everything they do to set it up.

Commissioner MacRae thanked the staff for all of their hard work.

## **9. Pay Bills/Adjournment**

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