

# Homosassa Special Water District

## Regular Meeting

### January 20<sup>th</sup>, 2025

A regular meeting of the Board of Commissioners of the Homosassa Special Water District was held on Monday, January 20<sup>th</sup>, 2025, at the Water District office located at 7922 W. Grover Cleveland Blvd, Homosassa, FL.

Present were:

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

Engineer George McDonald was absent from the meeting.

Commissioner R. MacRae called the meeting to order at 3:13 PM.

#### **1. Oath Of Office**

Attorney Carole Barice swore Heidi Miller, Seth Edge, and Rodney MacRae into the Office of Commissioners.

#### **2. Election of Officers**

Commissioner R. MacRae nominated Commissioner Miller to be Secretary/Treasurer.

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

Commissioner R. MacRae	Vote Yes
Commissioner Miller	Vote Yes
Commissioner J. MacRae	Vote Yes
Commissioner Edge	Vote Yes
Commissioner Wilcox	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 Miller	Vote Yes
Commissioner J. MacRae	Vote Yes
Commissioner Edge	Vote Yes
Commissioner Wilcox	Vote Yes

Nomination stands for Commissioner R. MacRae as Chairman.

Commissioner Wilcox nominated Commissioner J. MacRae to be Vice Chairman.

Commissioner J. MacRae has accepted her nomination to be Vice Chairman.

Commissioner R. MacRae	Vote Yes
Commissioner Miller	Vote Yes
Commissioner J. MacRae	Vote Yes
Commissioner Edge	Vote Yes
Commissioner Wilcox	Vote Yes

Nomination stands for Commissioner J. MacRae as Vice Chairman.

### **3. Additions, Corrections, Deletions of the Regular Meeting Minutes of December 16<sup>th</sup>, 2024**

Commissioner Miller stated that on page six, under the Superintendent Report, item Repaired Leaks, there is a He after the finished sentence. She questioned if it was an error.

Commissioner Miller made a motion to accept the minutes with the removal of the He on page six, under the Superintendent Report, item Repaired Leaks. Commissioner J. MacRae seconded the motion. Vote Yes. Motion Carried.

Commissioner Miller asked Superintendent Tim Kline about the repair of the leak on the ductile iron lines and the age of the lines. Superintendent Tim Kline informed the board that due to the cold weather and that the lines are lying right on rocks, the breaks tend to occur more often. Commissioner R. MacRae asked for Superintendent Tim Kline to bring in some ductile iron lines to show the state of those lines.

### **4. Public Input**

#### **A. First Baptist Church of Homosassa (Leak Adjustment)**

#### **B. Joyce, David (Leak Adjustment)**

#### **C. Rowan, Robert (Leak Adjustment)**

#### **D. Sullivan, Maureen (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 seconded the motion. Vote Yes. Motion Carried.

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

Due to the absence of Engineer George McDonald, Attorney Carole Barice provided an update.

### **A. W Fishbowl Dr. Water Main Replacement**

Attorney Carole Barice informed the board that Coastal Surveying should be finishing up the survey of W Fishbowl Dr. and should have it sent over by the end of the week.

### **B. Homosassa River Crossing Water Main Replacement**

Attorney Carole Barice informed the board that Engineer George McDonald is finishing up the permit plans and the applications. She stated that the applications should be sent over for Superintendent Tim Kline to sign by the end of the week.

## **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. FDOT US 19 4<sup>th</sup> Qtr. Interest Payment**

Office Manager Jenn Roberts informed the board that we received the final payment of interest of \$1,970.54 for the 4<sup>th</sup> quarter of 2024. She stated the check was sent to the State of Florida to be deposited into the Government Pool Water Revenue account.

### **B. 2025 Board Meeting Dates and New Time**

Office Manager Jenn Roberts informed the board that the 2025 Board Meeting Dates and New Time was published in the Citrus County Chronicle on January 4<sup>th</sup>, 2025, and uploaded to the district website under Public Notices.

### **C. Bank Account Addition**

Office Manager Jenn Roberts informed the board that a motion would need to be made for the addition of Seth Edge to all of the Region's bank accounts and the removal of Lora Sipos from all Region's bank accounts. She stated that once the minutes are approved at next month's meeting, she will schedule a date for all of the Commissioners to meet at Region's to resign the signature card.

Commissioner Miller made a motion to approve the addition of Seth Edge to all of the Region's bank accounts and the removal of Lora Sipos from all Region's bank accounts. Commissioner J. MacRae seconded the motion. Vote Yes. Motion Carried.

### **D. Overtime Report**

Discussion

### **E. Oath of Office**

Office Manager Jenn Roberts informed the board that she will get the information as to where the Oath of Office and the payment of \$10 will need to be sent and she will send that over to Commissioner R. MacRae, Commissioner Miller, and Commissioner Edge via email.

## **9. Superintendent Report**

### **1. Leak Detection Equipment**

Superintendent Tim Kline informed the board that he is still waiting on responses from the companies he has reached out to regarding leak detection equipment. He stated that other utilities are also waiting for responses.

### **2. 540 Technology**

Superintendent Tim Kline informed the board that he met with a company called 540 Technology to see what they could do to help locate leaks within the system. He stated that they are scheduled to come out on March 10<sup>th</sup> to set out 20 loggers to help locate leaks.

### **3. Water Audit Report**

The water loss for the month of December was 11.06%.

### **4. Field Employee Update**

Superintendent Tim Kline informed the board that the new field employee, Hunter Harris, is approaching the end of his 90-day probation period and that he is doing really well. He stated that Hunter is very enthusiastic, and he is a great addition to the team.

## **5. Homosassa Civic Club Easement**

Office Manager Jenn Roberts informed the board that the Homosassa Civic Club Easement has been signed and will be recorded this week.

## **6. Scada Program**

Superintendent Tim Kline informed the board that the Scada Program is scheduled to be installed at Peach Orchard on Wednesday, the 21<sup>st</sup>. He stated that this system will help bring the wells to the 21<sup>st</sup> century.

## **7. Leak Report**

Discussion

## **10. Reports to the Board**

### **A. Adjustment Report**

### **B. Shut Off List**

Discussion

## **11. Board Comments**

Commissioner Wilcox said it was a good meeting and nice to see everyone. She congratulated Commissioner Edge on his new position and she wished everyone a Happy New Year.

Commissioner Edge expressed his happiness to be here and his excitement for what is to come. He asked Commissioner R. MacRae and Superintendent Tim Kline if he could get a tour of the district. Superintendent Tim Kline said they could set that up sometime next week.

Commissioner J. MacRae stated it was a good meeting and she thanked everyone. She stated that she is also very thankful to be trusted as Vice Chairman.

Commissioner Miller stated it was a good meeting; she thanked everyone, and she is looking forward to seeing what 2025 has to bring. She also said that there will be two meetings she will need to attend via Zoom or phone as she will be out of town.

Commissioner R. MacRae stated it was a good meeting; he is thankful for being trusted to be the Chairman for another year and thanked the staff for the great job they do.

## **12. Pay Bills/Adjournment**

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