Homosassa Special Water District

REGULAR MEETING February 18, 2013

A regular meeting of the Board of Commissioners of the Homosassa Special Water District was held on Monday, February 18, 2013 at the Water District office located at 7922 W. Grover Cleveland Blvd., Homosassa, FL.

Present were:

Commissioner MacRae Commissioner Seibert
Commissioner Jeeves Commissioner Bitter
Commissioner Sipos David Purnell (Superintendent)

Denise Lyn, HSWD Attorney (conference)
Tami Jo Watson (HSWD Staff)

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Janice Saltmarsh (Accountant)

Tammy Campbell (Auditor) Kelly Leary (Auditor)

Commissioner MacRae called the meeting to order at 3:00 p.m.

1) Additions, Corrections, Deletions of the Minutes of the Regular Meeting Minutes of January 21, 2013

Commissioner Jeeves made a motion to approve the Minutes of the Regular Meeting of January 21, 2013 after making a change to note that Dennis Seibert was not at the January 21, 2013 meeting. Commissioner Sipos seconded. Vote yes. Motion carried.

2) Public Input:

A) D & I Partners (Request for adjustment due to leak)

Commissioner Seibert made a motion to approve the one month leak adjustment. Commissioner Jeeves second motion. Vote yes. Motion carried.

3) 2011-2012 Final Audit Presented by Kelly Leary/Tammy Campbell (McDirmit Davis)

Discussion on Audit Recommendation

1) Arbitrage Calculation

Board will consider

2) Purchase Order Procedures

Board Discussion

3) Water Loss

Board Discussion

4) 2012-2013 Budget Reports

- A) Budget Report Old Version
- B) Budget Report New Version

Budget Reports were presented to the Board. Miscellaneous Expenses will be reviewed at the 6th month period. If Miscellaneous Expenses needs to be increased, provide backup paperwork at that time.

Discussion

6-Banking Information:

Teresa discussed with the Board the possibility of changing Banks for the 2 checking accounts that the District has due to the FDIC change and only insuring funds up to \$250,000.00. The District currently has a CD @ Cadence in that amount.

Discussion

Auditors and Accountants stated that there is a form that can be signed if the Bank's a Qualified Public Depository that covers funds in excess of the \$250,000.00. Teresa will get with the Bank on this issue.

Discussion

6-E) DOT agreement's need new signature

Commissioner MacRae tabled this till the March meeting. Attorney Lyn will research this and report back to the Board at the March meeting.

5) Attorney Report

A) Contract with Mittauer & Associates (Elevated Tank – Update)

No discussion at this time

Superintendent Purnell will email Attorney Lyn items for contract with Carl Wright for leak detection.

6) Staff Report

B) 2013 Goal Setting Issues:

Teresa and Commissioner Sipos will bring this back to the Board at the March meeting.

C) District Charter Papers: (provided by Commissioner MacRae)

Board would like to see staff research preserving documents.

D) SunTrust Loan Project Breakdown:

Staff will bring totals to the March meeting.

7) Superintendent's Report

Discussion - Highway 19 Project

Superintendent Purnell recommends to the Board that the HWY 19 project (expanding the district boundaries) be put on hold at this time.

Discussion - Spring Cove road -Expansion

Superintendent Purnell recommends to the Board that we wait on the Spring Cove Road till the residents approach the board.

8) Reports to the Board

- A) Shut off List
- B) Number of past dues mailed
- C) Overtime report
- D) Adjustment Report
- E) Yearly Timeline

Teresa discussed with the Board removing the Number of past dues and Overtime report.

Board agreed and added 2013 Goal list.

9) Board Comments

- A) Board asked for staff to research what discount the District receives from Home Depot.
- B) Board asked staff to look into changing Visa Card to one that pays Benefits.
- C) Meeting Minutes will be delivered by email for (2) more months.

10) Pay Bills/Adjournment

Commissioner Seibert made a motion to pay bills and adjourn the meeting. Commissioner Jeeves Seconded. Vote yes. Motion carried.