



**BOARD OF DIRECTORS
MEETING MINUTES
November 7, 2023**

Directors

In Person:

Brian Farrar - President, Wayne Bauman - Vice President, Richard Garner – Treasurer, Vince Marchesani – Secretary, Jim Murphy, Mike Malloy, Bob Bachman and Larry Kosilla

Directors

Remote:

Paul Attwood

Staff

Present:

Andy Koebel, Steve Richards, Kim Hoskins, Jose Espinoza, Todd Griglin, Don Woodruff, Krystal Dickout, Jake Hepokoski, Derek Meyer, Mark Sweitzer, Mike Prescott, Carol Bonham, Jim Venvertloh

Legal

Counsel:

Don Thomson of Henderson Franklin

Meeting Called to Order at 5:00 p.m. by President Farrar.

Minutes:

Marchesani moved to approve the Minutes for the October 17, 2023 Board Meeting. 2nd by **Kosilla**. Approved 9-0.

Member

Comment:

None

Koebel gave recognition to tenured staff members including “Employee of the 3rd Quarter 2023.” Jim Venvertloh (Water Plant) was recognized for 20 years of service. Mark Sweitzer (East Water Reclamation Facility) and Mike Prescott (Distribution/Collections) were recognized for 25 years of service. Carol Bonham (Engineering) was recognized for 30 years of service. Derek Meyer (East Water Reclamation Facility) received recognition for being selected for Employee of the 3rd Quarter 2023.

231107-01

Stevenson updated the Board on the current rainfall data for the Southwest Florida area with data valid through September 30th, 2023. The data proved to be the lowest amount of rainfall since 2007. This is due in part to trade winds

being weaker than normal. BSU will continue to monitor rainfall data as the rainfall aids in recharging the water wells.

231107-02 **Koebel** brought to the Board the 2024 election schedule for the upcoming Board elections. A Request for Proposal for Annual Board of Director Election Management Services has been issued and staff is expected to have a recommendation at the next Board meeting. The election schedule presented is consistent with prior years with the addition to add election management services. **Bauman** moved to approve the 2024 Board of Director Election Schedule. 2nd by **Kosilla**. Approved 9-0.

231107-03 **Richards** brought to the Board a request for approval of Resolution 23-002 to add Andy Koebel as a trustee of the 401(k) Profit Sharing Plan. **Garner** moved to approve the resolution to add Andy Koebel as a trustee to the 401(k) Profit Sharing Plan. 2nd by **Bachman**. Approved 9-0.

231107-04 **Hoskins** presented to the Board a 5-Year Capital Improvement Plan for 2024-2028. Some of this information has been provided previously at the September 2023 Strategic Planning Session. **Hoskins** provided some changes and budget amount increases. **Hoskins** will be working with **Richards** to discuss effects of future cash flows.

231107-05 **Hoskins** and **Don Thomson of Henderson Franklin** brought to the Board an amendment to the vacant land contract for the 0.5 acre site on Kent Rd. for a future wellsite. The City of Bonita Springs is exempt from paying the \$350 documentary stamp tax obligation and BSU agrees to pay this obligation. BSU shall be allowed an additional 30-Day Due Diligence Period. **Bachman** moved to approve the amendment. 2nd by **Murphy**. Approved 9-0.

231107-06 **Hoskins** provided the new construction status update.

231107-07 **Woodruff** brought to the Board a request to purchase a tractor and bush hog with a combined price of \$54,186.22. This would eliminate the need for third party land maintenance costs of \$40,000 annually for 110 acres of BSU-owned land. **Malloy** moved to approve the purchase of the tractor and bush hog. 2nd by **Garner**. Approved 9-0.

Bill

Payment: **Garner** moved to approve payment of the bills presented and Renewal and Replacement Withdrawal Request (2023-16). 2nd by **Murphy**. Approved 9-0.

Director

Comments: **Garner** asked **Richards** about the ratio KPI's and whether it would be available at the next Board meeting. **Richards** responded that it would be available at that time.

Kosilla asked **Griglin** about the update of the recaptured funds from delinquent accounts. **Griglin** mentioned that not much has changed since the information given at the September 2023 Strategic Planning Session and gave a number of 23 delinquent accounts for a total of \$9,000.00.

Other

Business: **Farrar** mentioned to the Board that John Jenkins will be away from 11/6/23 and returning on 11/20/23. While absent, **Koebel** has been selected to make decisions and act on John Jenkins' behalf. **Marchesani** moved to approve. 2nd by **Kosilla**. Approved 9-0.

Meeting recessed at 5:29 p.m.

Executive Session began at 5:35 p.m.

Adjourn Meeting adjourned at 5:42 p.m.