



**BOARD OF DIRECTORS  
MEETING MINUTES  
December 19, 2023**

**Directors**

**In Person:**

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

**Directors**

**Remote:**

Vince Marchesani – Secretary

**Directors**

**Absent:**

Mike Malloy, Larry Kosilla

**Staff**

**Present:**

John Jenkins, Andy Koebel, Steve Richards, Kim Hoskins, Jose Espinoza, Todd Griglin, and Krystal Dickout

**Legal**

**Counsel:**

Don Thomson of Henderson Franklin

**Meeting Called to Order** at 5:01 p.m. by President Farrar.

**Minutes:**

**Bauman** moved to approve the Minutes for the December 5, 2023 Board Meeting. 2<sup>nd</sup> by **Attwood**. Approved 7-0.

**Member**

**Comment:**

**None**

**Richards** presented monthly financial benchmarks, year over year financial statement comparisons and operating results through November 2023. **Garner** commended **Richards** on the valuable information given.

**231219-01**

**Dickout** presented staff turnover information as a follow-up from the previous Board meeting. Numbers and reasons for employees leaving over a six year period were presented and discussed. **Marchesani** moved to have a formal exit interview process established. 2<sup>nd</sup> by **Bauman**. Additional discussion regarding an exit interview process occurred. **Jenkins** identified other issues impacting employee hiring and retention including housing costs, a tight labor market and a relatively dynamic economy compared to utilities in other states. **Marchesani** amended his original motion to have a formal exit interview process discussed

by the Executive Committee and bring a recommendation to the Board. 2<sup>nd</sup> by **Bauman**. Approved 7-0.

**231219-02** Agenda item moved to Executive Session.

**231219-03** **Richards** requested approval from the Board for the Independent Auditor's engagements letters from Nichols, Cauley & Associates to complete the financial statement audit, the single audit, the 401(k) Retirement Plan audit and tax return preparation for the year ended December 31, 2023. **Garner** moved to approve the engagement letters. 2<sup>nd</sup> by **Bachman**. Approved 7-0.

**Other  
Business**

**Koebel** informed the Board of the recent drinking water and wastewater PFAS sampling and test results. Drinking water was tested post-treatment and wastewater at the combined effluent from the West and East Water Reclamation Facilities. The drinking water showed no signs of any of the 29 PFAS chemicals or lithium. All samples were below detectable limits. Certain (3) PFAS chemicals were detected at low levels in the wastewater effluent. BSU will test again in May 2024 pursuant to the Unregulated Contaminant Monitoring Rule 5 requirements, which are for drinking water only.

**Hoskins** provided an update on the Reverse Osmosis Water Treatment Plant 4.0 MGD expansion. The project is near completion and BSU has beneficial use of the RO membranes and associated improvements. FDEP clearance is still required, and equipment adjustments and other "punch list" items are being identified and addressed.

**Jenkins** informed the Board that the Cockleshell Road (former Bonita Springs Golf & Country Club water plant site) surplus property sale had closed at a price of \$281,000. An additional surplus land parcel, the former Imperial Harbor water plant site, may be a sale prospective with an appraised value of \$275,000.

**Jenkins** confirmed the holiday schedule with Company offices open a half-day on Friday 12/22/23 and 12/29/23.

**Bill**

**Payment:** **Garner** moved to approve payment of the bills presented and Renewal and Replacement Withdrawal Request (2023-19). 2<sup>nd</sup> by **Bachman**. Approved 7-0.

**Director**

**Comments:** Several Board members commented that they enjoyed the BSU Holiday Dinner.

**Bauman** enjoyed the KPI information presented by staff thus far.

**Farrar** and others wished everyone a merry Christmas and a safe and healthy New Year.

**Meeting recessed at 5:48 p.m.**

**Executive Session began at 5:53 p.m.**

**Meeting adjourned at 6:18 p.m.**