

**CHARLOTTE HARBOR WATER ASSOCIATION**  
**Board of Directors Meeting**  
**March 12, 2019, 4:00 p.m.**  
**Minutes**

**President Steve Vieira called the meeting to order at 4:04 p.m. located at 2515 Highlands Rd in the CHWA Plant Office. Directors in attendance and constituting a quorum were:**

Stephen Vieira, President  
Richard Guimond, Vice President  
William Lemna, Treasurer  
Ned Rose, Secretary  
Stephen Schwarz, Director

**Staff in attendance:**

Scott Baker, Superintendent

**Others in attendance:**

Danny Nelson, Tetra Tech  
Brett Messner, Tetra Tech  
Christian Colarusso, Tetra Tech

**APPROVAL OF MINUTES**

**Motion to approve, without amendments, the Board Minutes for February 12, 2019 Regular Meeting made by William Lemna, seconded by Stephen Schwarz, accepted 5-0.**

**OLD BUSINESS**

**1. Engineer Update / USDA update –**

USDA-RD has reviewed applications for the Distribution System Improvements project and the ROWTP expansion/DIW project. The Distribution System improvement project has been moved from the local office to the national office for review and the application has been considered complete, a eligibility determination is expected within 45 days. The ROWTP expansion/DIW project's application is pending a letter of concurrence from the USFWS and a determination is expected within 60 days. The Storage Tank and Booster Pump Station application is on-hold until further notice.

**2. Deep Injection Well Conversion –**

The demineralization concentrate discharge permit expires June 30<sup>th</sup> 2019. A renewal is required to continue operation of the ROWTP and Tetra Tech has started the FDEP application process. The amount of concentrate discharge required for operation is expected to exceed the permitted discharge volume in the next year. In recent months the ROWTP reached daily flows as high as 0.146 MGD. The maximum daily flow on CHWA's current discharge permit is 0.150 MGD. The CHWA board of Directors has previously elected to install a Deep Injection Well to dispose of demineralization concentrate from the ROWTP because continuing surface discharge will not be allowed by FDEP. Tetra Tech and the Superintendent recommended that CHWA proceed with preliminary design and permit for the Deep Injection Well to minimize the risk of exceeding permitted daily flow rates. In addition, the submittal of the Deep Injection Well permit demonstrates intent to the FDEP which may assist additional permitting efforts related to the renewal and future revision of the surface water discharge permit.

**NEW BUSINESS**

**FUTURE BUSINESS**

**1. Upcoming Meetings**

- a. March 12, 2019 – 4:00 pm – Regular Meeting**

- b. March 26, 2019 – 10:00 am - Work Session – Water 101- Field trip to Cape Coral construction sites.
- c. April 9, 2019 – 4:00 pm- Regular Meeting - USDA project cash flow presentation.
- d. April 23, 2019 – 10:00 am – Work Session

**REPORTS**

- 1. **Manager's report** –
  - a. Project Status Handouts distributed to board.
- 2. **Treasurer's report** – the following reports were distributed to the Board:
  - a. List of February 2019 Checks, February 2019 Budget vs Actual, February 2019 Balance Sheet, and February 2019 Income Statement.

**MEMBER INPUT**

Any member present wishing to address the Board concerning Agenda Items – time limit is 3 minutes: None

**MOTION TO ADJOURN**

Motion to Adjourn at 5:04 p.m. made by Richard Guimond, seconded by William Lemna, accepted 5-0.

Minutes approved without / with amendments on April 9, 2019.

Motion by: Stephen Schwarz 2<sup>nd</sup> by: Ned Rose Vote: 3-0

President's Signature 