

IMMOKALEE WATER & SEWER DISTRICT

1020 SANITATION ROAD

IMMOKALEE, FLORIDA 34142

(239) 658-3630

REGULAR MEETING

February 20, 2008

Call to Order:

Mrs. Goodnight called the meeting to order at 3:36 p.m. Mrs. Goodnight asked for a roll call.

(CALL TO ORDER)

Directors present:

Mr. Fred Thomas, Mr. Raymond Holland, Mr. Pete Cade, Mr. Everett Loukonen, and Mrs. Anne Goodnight.

(ROLL CALL)

Staff present:

Mrs. Eva Deyo, Mr. Kenneth Thompson, Mrs. Norma Ramirez, Ms. Oona Reyna, Mr. Jerry Warden, Ms. Jo Ann Ramey, Mr. Kerbi Alexandre and Mr. Gary Ferrante with Boyle.

Others present:

Mr. Mark Winzenread, Mr. Ben Van Klingerren, Mr. Jeff Tuscan with Tuscan & Company, Mr. Ron Cavalier with Boyle Engineering and Ms. Susan Malkcom with Alico.

Adoption of Agenda:

Mrs. Deyo asked to add The Master Plan to Discussion Agenda as item 5.B.

(MOTION TO APPROVE THE AGENDA)

Mr. Thomas made a motion to approve the agenda as it has been submitted with the addition.

Mr. Cade seconded the motion.

Motion carried unanimously.

Employee recognition:

The Board recognized Mr. Kerbi Alexandre as the Employee of the Month.

Public Concerns:

There were none.

STAFF GOOD CAUSE ITEMS:

There were none.

BOARD CONCERNS:

There were none.

OLD BUSINESS:

There were none.

NEW BUSINESS:

There were none.

CONSENT AGENDA:

Mr. Thomas made a motion to approve the Consent Agenda as it has been submitted.

Mr. Loukonen seconded the motion.

Motion carried unanimously.

(MOTION TO
APPROVE
CONSENT
AGENDA)

Action Agenda:

Mr. Tuscan stated that, this year, the Board will have to approve the budget and accept responsibility for the annual audit. He also gave a brief synopsis on the Auditing Standards Board issuing a statement on Auditing Standards (SAS) No. 112, Communicating of Internal Control Related Matters Identified in an Audit, which replaces SAS No. 60, Communication of Internal Control Related Matters Noted in an Audit. Mr. Tuscan advised the Board that, they would need to consider hiring an extra person for the Administrations Office, due to the

increase of payments and entries. He also stated that because management will have to do their own audit, they will need either the new person or existing employee, to help with reviewing and doing entries for the audit.

The Board discussed the options of having one of the employees that the District has now to help with the reviewing of the audit or hire someone with accounting experience.

Mr. Thomas made a motion to bring back to the Board a job description specifying the job duties of the person to hire.

Mrs. Goodnight seconded the motion.

Discussion:

The Board discussed the position in detail.

Mr. Tuscan recommended that Management should bring back to the Board, a layout of duties, their purpose and the cost of the position.

Mr. Thomas amended his motion to instruct staff to bring back a layout of duties, their purpose and the cost of the position.

Mrs. Goodnight amended her motion.

Motion carried unanimously.

The Board discussed having the Auditors coming out, to help staff throughout the year with the audit in detail.

Mr. Thomas made a motion to instruct staff to get with Mr. Tuscan and see what the cost will be, with less than 40 hours a year on a quarterly basis including the existing fee for Tuscan & Company to review the District books.

Mr. Loukonen seconded the motion.

Motion carried unanimously.

Mr. Tuscan stated that the Board would have to amend the budget to carry over the audit balance.

The Board discussed the reserves in detail.

Mr. Thompson asked not to allocate the funds until they meet with USDA.

(MOTION FOR STAFF TO BRING BACK JOB DESCRIPTION FOR NEW POSITION)

(MOTION TO INSTRUCT STAFF TO GET WITH MR. TUSCAN TO SEE WHAT 40 HOURS WILL COST FOR THEM TO WORK WITH STAFF FOR AUDIT)

Mr. Holland made a motion to spend up to \$5,000. For Mr. Tuscan to meet with USDA and travel time to go over the budget.

(MOTION TO SPEND UP TO \$5,000 FOR MR. TUSCAN TO MEET WITH USDA)

Mr. Cade seconded the motion.

Motion carried 5 to 1. Mr. Thomas opposed.

Mr. Winzenread went over the budget in detail.

(MOTION TO APPROVE THE AUDIT)

Mr. Thomas made a motion to approve the audit as it has been submitted.

Mrs. Goodnight seconded the motion.

Discussion:

There was none.

Motion carried unanimously.

DISCUSSION AGENDA:

Mr. Thompson stated that they met with USDA and that they will be doing the closing for the Bond in March or April for the grant and loan for \$6,000,000., project that's been undergoing.

Mr. Ferrante gave a presentation on a draft of the Master Plan in detail.

The Board discussed the Master Plan and the options of water resources.

Other Public Interests:

There were none.

(MEETING ADJOURNED)

Adjournment:

Meeting adjourned at 5:20 P.M.

Reviewed by:

Mr. Pete Cade, Secretary

Date