

Utility Board  
January 22, 2007  
Milton, Florida

The Santa Rosa County Utility Board met on the above date with the following members present: Vice Chairman Michael Handler and members Jimmy Kimbrough and Tim Bryant. Also present were the County Administrator (Hunter Walker) and County Engineer (Roger Blaylock). Vice Chairman Handler called the meeting to order at 5:10 p.m.

Bryant moved approval of the minutes from the October 23, 2006 meeting; Kimbrough seconded, and the vote carried unanimously. (3-0)

#### **Review of Moore Creek/Mt. Carmel Water System Franchise Expansion Request**

Walker provided a map of Moore Creek/Mt. Carmel Water System's current franchise area and the proposed expansion area (Attachment in File). He also provided a map of all water franchise areas throughout Santa Rosa County (Attachment in File). Walker noted there is no one present to represent Moore Creek/Mt. Carmel Water System. He reviewed the maps and said there may be some conflicts that need to be resolved with the legal description Moore Creek/Mt. Carmel Water System provided. Walker said Moore Creek/Mt. Carmel is in the process of upgrading their system.

Handler asked the reason for the expansion. Blaylock said often the water companies have lines outside of their franchise area or a development has requested service outside of the franchise area. Walker noted the area requested is not within a franchise area or serviced at this time. Bryant said the Utility Board needs to hear from the Town of Jay and Berrydale Water System to make sure there is no conflict before a decision is made. Walker agreed. He said staff's preliminary indication is that the legal description will need some modifications. Walker said he will provide an updated map of all the utility franchise areas at the next meeting.

Handler suggested obtaining letters of no objection from the Town of Jay, Berrydale Water System, Point Baker Water System, and Chumuckla Water System. He said each of these water companies are within close proximity to the requested expansion area. Walker said typically, the county obtains letters of no objection when the expansion area abuts another franchise area. He agreed with Handler's suggestion. Walker said he will contact the Town of Jay and Berrydale Water System to have representatives present at next month's meeting.

#### **Review of Fire Hydrant Maintenance Survey**

Walker provided copies of the fire hydrant maintenance survey (Attachment in File). He said the survey shows current inspections underway. Ted Dotson with Pace Water System provided a brief update on the progress of fire hydrant maintenance in the Pace area. Handler asked several questions regarding the survey. There was discussion with regard to tracking the location of hydrants, persons responsible for updating the information, and flow testing requirements.

Bryant asked how the county bid for fire hydrant maintenance came about. Walker said there was discussion concerning whether the water purveyors or the Fire Departments are responsible for hydrant maintenance, and the ESAC (Emergency Services Advisory Committee) recommended the county go out for bid for fire hydrant maintenance. He said the bids received were too expensive to consider, and this is a follow up from that original request.

Walker introduced Carol Heileman with the Santa Rosa County Planning and Zoning Department. He said the Planning and Zoning Department is responsible for collection of data from the utilities required by the state in the Comprehensive Plan. Heileman said the ordinance requires annual utility reports by January 31 st every year for the prior calendar year. She said the reports are used to project future needs and for comprehensive planning purposes. Walker said typically the larger utilities provide a report to the Utility Board the first quarter of each year.

Kimbrough asked the policy on follow up of non functioning hydrants. He said he felt a policy should be in place where the county does a follow up on fire hydrant repairs. Blaylock said the utilities are responsible for self inspections. He said the water purveyors are required to meet AWWA (American Water Works Association) guidelines. Kimbrough asked how it would be handled if a house catches fire and the nearby hydrant is not working. Ken Walker with Holley Navarre Water System said the water system owns and operates the fire hydrants, and they are the water purveyors' responsibility. He said the fire departments have other means to get water to a fire if a hydrant is out of service. K. Walker said fire departments are required by DEP (Department of Environmental Protection) to test the fire hydrants on an annual basis. He said fire hydrants are covered by AWWA guidelines and DEP requirements. K. Walker said he is unaware of anything the county can do to improve the standards already in place. Bryant noted hydrant maintenance can be addressed with the individual water purveyors as they present their annual reports to the Utility Board.

#### **Selection of Chair/Vice-Chair for 2007**

Bryant moved approval of Glasgow as Chairman and Handler as Vice Chairman for 2007; Kimbrough seconded, and the vote carried unanimously. (3-0)

The next scheduled meeting of the Utility Board will be on Monday, February 26, 2007 at 5:00 p.m.

There being no further business to come before the Utility Board at this time, the meeting adjourned at 5:50 p.m.