

**SPECIAL MEETING OF THE BOARD OF SUPERVISORS OF**  
**THE SAN CARLOS ESTAES WATER CONTROL DISTRICT**  
**WEDNESDAY AUGUST 11, 2021 5:00 P.M.**  
**TOWNPLACE SUITES, 23161 VIA COCONUT POINT, ESTERO, FL 33928**

1. **Call Meeting to Order:** Judy Tapply (Judy) called the meeting to Order at 5:01 pm.
2. **Roll Call of the Board of Officers:** Present are Supervisors Judy and Ben Bogacz (Ben); Attorney Richard Pringle; and Sec/Treas Julia Roberts (Julia) and 0 guests.
3. **Review Resumes:**
  - Three applicants submitted resumes, Margit Lawson, Michelle Thompson and Michele Mazzitelli, Michele Mazitelli withdrew her application on 8/5/21. Judy and Julia met with the applicants, and each were highly qualified. Judy stated that Ms. Lawson had all the required qualifications, lived within the District and has previous experience in the position and would be the best choice for this position. Judy confirmed that the advertised salary for the position was \$50,000 to \$52,000 per year. Ben confirmed his opinion that due to the fact that Ms. Lawson lived within the District she would be a good candidate for the job. Julia noted that without prompting Ms. Lawson examined the District's Annual Audit report and asked very pertinent question pertaining to the audit. This information will be necessary in the upcoming audit year. Ms. Lawson had suggestions for possible auditing firms which the District will have to select. Finally, Ms. Lawson is familiar with securing bonds for any possible upcoming District projects and this experience will be beneficial to the District.
  - Mr. Pringle confirmed that the employee is hired by and reports to the Board of Supervisors. Per Section 298.14 a Secretary is required to attend the monthly Board meeting and keep records of these meetings and also perform the task for the annual land owners meeting and the election of supervisors.
  - Per section 298.15 this employee is the custodian of all public records
  - Per section 298.17 this employee acts as the Treasurer and is responsible for all banking records, provides the Board these records and provides all information regarding expenses.
  - Per Section 298.19 this employee is the Superintendent of Plant and Operations. All work done within the District is done by third party vendors. The Superintendent is responsible for management and inspection for any work done in the right of ways and alert the Board and Engineer of any defects.
  - Mr. Pringle stated that this is a Special Meeting of the Board which was properly noticed as a Special Meeting with the purpose being primarily to consider resumes and possibly take action of making a selection of an employee who can perform these tasks.
4. **Call for Public Input:** Judy called for public input. No public input.
5. **Salary:** the advertised salary was \$50,000 to \$52,000. Ben's input was for \$50,000 with a re-evaluation of the salary next year. A contract is not statutorily required. Mr. Pringle advised that this position is exempt for the FLSA.

- A Motion was made by Judy and 2<sup>nd</sup> by Ben to accept the resume of Margit Chris Lawson for the position of Secretary/Treasurer/General Manager with a starting salary of \$50,000 to be reevaluated in one year. Motion passed 2-0.
- 11. **Adjournment:** A Motion was made by Judy and 2<sup>nd</sup> by Ben to adjourn the monthly meeting. Motion passed 2-0. Meeting adjourned at pm.