



## MINUTES

The Key Largo Wastewater Treatment District Board of Commissioners met for their regular scheduled meeting at 4:00 PM. Present were Chairman David Asdourian, Commissioners Stephen Gibbs, Robert Majeska, and Andrew Tobin. Commissioner Norman Higgins arrived at 4:04 PM. Also present were General Manager Paul Christian, Chief Information Officer Rob Bulkiewicz, General Counsel Ray Giglio, Finance Manager Connie Fazio, Operations Manager Daniel Saus, Ed Castle with Weiler Engineering, District Clerk Mariela Montedeoca, and other appropriate District Staff.

Mr. Ray Giglio led the Pledge of Allegiance.

### APPROVAL OF AGENDA

- Operations Manager Daniel Saus added an item to discuss the Headworks Repairs.
- General Manager Paul Christian added an item to discuss Plant Security.

**Motion:** Commissioner Gibbs made a motion to approve the agenda as amended and Commissioner Tobin seconded the motion. The motion passed without objection.

### BULK ITEM

*Minutes of March 10, 2015*

**Motion:** Commissioner Gibbs made a motion to approve the Bulk Item. Commissioner Majeska seconded the motion. The motion passed without objection.

### CUSTOMER SERVICE APPEAL

*Edward Ellis Tie-In Appeal – AK#1692981*

General Manager Paul Christian gave a brief summary on the Edward Ellis Tie-In Appeal. Mr. Ellis presented his case and answered questions from the Board.

Commissioner Tobin requested that Staff evaluate the additional tie-in cost for Mr. Ellis to participate in the Residential Unique Property Project. Chairman Asdourian expressed his concerns about granting variances, including potential long-term costs and possible unintended consequences.

The Board requested that this item be brought back at the next meeting.

**Motion to Table: Commissioner Tobin made a motion to table the Edward Ellis Tie-in Appeal until the next meeting and Commissioner Gibbs seconded the motion.**

**Vote on Motion**

Member	Yes	No	Other
Commissioner Tobin	X		
Commissioner Gibbs	X		
Commissioner Higgins	X		
Commissioner Majeska	X		
Chairman Asdourian	X		

**Motion passed 5 to 0**

**COMMISSIONER'S ITEM/ ROUNDTABLE**

*Architect Report – Layout for the New Administration Building*

Commissioner Tobin thanked the General Manager for allowing him to suggest possible revisions to the plans. Three options were presented by Mr. Dave Boerner for Board review.

The Board discussed the various options and changes.

**Motion: Commissioner Higgins made a motion to approve Option #1 Architect Layout as designed with no changes. Commissioner Tobin seconded the motion.**

**Vote on Motion**

Member	Yes	No	Other
Commissioner Higgins	X		
Commissioner Tobin		X	
Commissioner Gibbs	X		
Commissioner Majeska		X	
Chairman Asdourian	X		

**Motion passed 3 to 2**

After the vote, additional discussion ensued.

**Motion: Commissioner Higgins made a motion to repeal the above motion and for Staff to bring back a final plan at the April 7<sup>th</sup>, 2015 Meeting. Chairman Asdourian seconded the motion.**

**Vote on Motion**

Member	Yes	No	Other
Commissioner Higgins	X		
Chairman Asdourian	X		
Commissioner Gibbs		X	
Commissioner Tobin	X		
Commissioner Majeska	X		

**Motion passed 4 to 1**

## **GENERAL MANAGER REPORT**

### *Headworks Update*

Operations Manager Daniel Saus reviewed the current condition of the headworks and the need to make modifications in the design, and answered questions from the Board.

Mr. Ed Castle with Weiler Engineering discussed the plan for modification and answered questions from the Board.

The Board requested that additional information, including potential costs, be presented at a future meeting.

## **EXTENSION**

**Motion:** Commissioner Tobin made a motion to extend the meeting for a half-hour. Commissioner Gibbs seconded the motion. The motion passed without objection.

### *Plant Security*

General Manager Paul Christian discussed plans to improve the security at the plant with guards and an upgraded access control system. The plan included 24-hour guard presence during construction and until the access control upgrades were implemented, and a reduction to business hours thereafter.

The Board discussed the plan, and Mr. Christian answered questions.

**Motion:** Commissioner Tobin made a motion to authorize the General Manager to employ a security guard and report costs at a later date. Commissioner Majeska seconded the motion. Commissioner Higgins opposed.

**Vote on Motion**

Member	Yes	No	Other
Commissioner Tobin	X		
Commissioner Majeska	X		
Commissioner Gibbs	X		
Commissioner Higgins		X	
Chairman Asdourian	X		


**Motion passed 4 to 1**

**Motion:** Commissioner Tobin made a motion to authorize the General Manager to upgrade the District's security system and add a security card reader. Commissioner Gibbs seconded the motion. The motion passed without objection.

**ADJOURNMENT**

The KLWTD Board adjourned the Board Meeting at 6:12PM.

The KLWTD meeting minutes of March 17, 2015 were approved on April 7, 2015.

  
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David Asdourian, Chairman

  
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Mariela Montedeoca, Clerk