

MINUTES  
 Key Largo Wastewater Treatment District (KLWTD)  
 Board of Commissioners Meeting



June 22, 2005  
 98880 Overseas Hwy, Key Largo, FL

The KLWTD Board of Commissioners met for a regular meeting on June 22, 2005 at 5:00 PM. Present were Chairman Charles Brooks, Commissioners, Glenn Patton, Gary Bauman, Andrew Tobin and Claude Bullock. Also present were District Counsel Thomas Dillon, and all other appropriate District staff.

Chairman Brooks led the Pledge of Allegiance.

**ADDITIONS/DELETIONS TO THE AGENDA.**

The following changes were made to the agenda: Commissioner Tobin requested that the Interlocal Agreement be taken off of the Consent Agenda. Commissioner Bauman requested that the item on the discussion of the KLWTD furnishing be moved to the end of the agenda. General Manager Charles Fishburn requested that an item about a meeting at Calusa Campground be placed on the agenda.

**Motion: Commissioner Patton made a motion to approve the agenda as amended. The motion was seconded by Commissioner Bauman.**

Vote on motion:

Board Member	Yes	No	Other
Commissioner Gary Bauman	X		
Commissioner Claude Bullock	X		
Commissioner Glenn Patton	X		
Commissioner Andrew Tobin	X		
Chairman Charles Brooks		X	

Motion passed 4 to 1



**PUBLIC COMMENT:** The following persons addressed the Commission: None

**COMMISSIONER'S ROUNDTABLE**

No comments

**COMMISSIONER'S ITEMS**

*Review of Rules & Regulations, Articles 1, 2, 3, 4, and 11*

Commissioner Patton explained that there will be no discussion at the meeting tonight.

Commissioner Tobin suggested that the Articles to be discussed be identified on the agenda by content.

Chairman Brooks expressed concern about tampering (page 9 paragraph 9). He felt that it should be taken out of the rules completely. District Counsel Thomas Dillon stated that he thought that the tampering referred to District property. Chairman Brooks said that he would submit his concerns on a change request form.

**ACTION ITEMS**

*Approval of Minutes of June 13, 2005*

**Motion:** Commissioner Bauman made a motion to approve the minutes of the June 13, 2005 minutes. The motion was seconded by Commissioner Bullock.

Vote on motion:

Board Member	Yes	No	Other
Commissioner Gary Bauman	X		
Commissioner Claude Bullock	X		
Commissioner Glenn Patton	X		
Commissioner Andrew Tobin			Abstain
Chairman Charles Brooks	X		

Motion passed 4 to 0

*Pending Payments List*

**Motion:** Commissioner Tobin made a motion to approve the pending payments list for June 22, 2005. The motion was seconded by Commissioner Patton.

Vote on motion:

Board Member	Yes	No	Other
Commissioner Gary Bauman	X		

THE UNIVERSITY OF CHICAGO

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NAME	ADDRESS	CITY	STATE	ZIP

Commissioner Claude Bullock	X		
Commissioner Glenn Patton	X		
Commissioner Andrew Tobin	X		
Chairman Charles Brooks	X		

Motion passed 5 to 0

*Amendment to the FCAA, KLWTD, County Inter-local Agreement of February 26, 2003*  
Financial Officer Martin Waits explained the amendment. The amendment has been approved by the BOCC. The amendment clarified language in the Inter-local concerning cesspit grant funds.

**Motion:** Commissioner Tobin made a motion to accept the Amendment concerning Cesspit Grant Funds to the FCAA, KLWTD, County Inter-local Agreement of February 26, 2003 and authorize the Chairman to sign the agreement. The motion was seconded by Commissioner Patton.

Vote on motion:

Board Member	Yes	No	Other
Commissioner Gary Bauman	X		
Commissioner Claude Bullock	X		
Commissioner Glenn Patton	X		
Commissioner Andrew Tobin	X		
Chairman Charles Brooks	X		

Motion passed 5 to 0

*Inter-local Agreement for \$20 Million Dollar County Grant*

Commissioner Tobin suggested that when the Inter-local Agreement is transmitted that it be transmitted with a letter from the Manager or Commission that says there are questions outstanding such as all of the cost being charged to the KLWTD. The letter would keep the door open to communicate with the County about KLWTD concerns.

District Counsel Thomas Dillon told the Board that the one item of concern to him is that he still has not received an estimate of the County cost. He recommends that the Board send a letter including a request for the information.

Chairman Brooks stated that the side letter should be a separate matter. District Counsel Thomas Dillon explained that it would be the Chairman's decision on whether the letter should be a separate matter.

**Motion:** Commissioner Patton made a motion to approve the Inter-Local Agreement taking into consideration Commissioner Tobin's suggestion to transmit the Boards concerns in a letter to set up a process for review, identify, and control the cost; which would aid the KLWTD in establishing their budget. The motion was seconded by Commissioner Tobin.

Commissioner Bullock stated that the Commission at the last meeting expressed urgency for the need of a communication to the County requesting the cost information because the Board has to establish the 2006 budget. He would like to see a not to exceed number.

Commissioner Patton and Commissioner Tobin withdrew the motion and second respectfully.

**Motion:** Commissioner Patton made a motion to approve the Inter-Local Agreement. The motion was seconded by Commissioner Tobin.

Vote on motion:

Board Member	Yes	No	Other
Commissioner Gary Bauman	X		
Commissioner Claude Bullock	X		
Commissioner Glenn Patton	X		
Commissioner Andrew Tobin	X		
Chairman Charles Brooks	X		

Motion passed 5 to 0

**Motion:** Commissioner Tobin made a motion to direct staff to write a letter to the County Manager requesting the cost associated with the \$20 Million Dollar Grant and bring back a draft to the next meeting. The motion was seconded by Commissioner Patton.

Vote on motion:

Board Member	Yes	No	Other
Commissioner Gary Bauman	X		
Commissioner			



Claude Bullock	X		
Commissioner Glenn Patton	X		
Commissioner Andrew Tobin	X		
Chairman Charles Brooks	X		

Motion passed 5 to 0

### **DISCUSSION ITEMS**

*CPH Work Authorization for Sexton Cove Transmission Line*

*CPH Work Authorization for Sexton Cove collection System*

General Manager Charles Fishburn explained that the Staff is still working on the agreements and they will be brought back to the next meeting.

Commissioner Bullock stated that his biggest concern is that the agreements are based on the Master Plan that was done in 1998. That information is to be used for the design of the transmission line and plant. The new building activity(condo conversion) should be taken into consideration. Ed Castle explained that Commissioner Bullock's concern is being addressed in the new proposal that staff is still working on.

Chairman Brooks asked if the District was bound by the RFQ or is the RFQ broad enough to make certain decisions within the work orders or are they totally required to stick to the strict RFQ. With MWH reuse has to be considered and Arcadis is going to charge \$30,000 to study to see if reuse is going to be practical for the District. Chairman Brooks stated that in his experience reuse is not going to be practical for the District. He would rather pay MWH \$3,000 to have them say it is not practical.

District Counsel Thomas Dillon stated that there are Board limits. The RFQ says that reuse is part of the work. The District could actually direct a consultant to do less than all of the tasks identified in the RFQ, but cannot add tasks that were not in the RFQ. The District can also limit the amount of work that is done on any task. Ed Castle explained that DEP requires a reuse feasibility study for the construction and operating permit.

### **STATUS REPORTS**

*Verbal Monthly Report on KLTV & KLP*

Ed Castle reported that the work is going well at the KLTV and the plant. Airvac delivered the Key Largo Park plans. Weiler will print up five full size and three reduced sets of plans for use as construction drawing.

Chairman Brooks explained to Mr. Castle that he is not necessarily addressing his concern over to amount of time that Airvac has taken to do the plans for KLP to him personally but he is trying to establish a record of the item not being done in the District minutes. Chairman Brooks asked when digging will begin in the KLP. Mr. Castle said that they have already started testing. That KLP should begin by the end of July.

Chairman Brooks asked if everything is blacked topped in the Village yet. Mr. Castle stated that it is not all black topped yet.

Mr. Castle reported that there is pipe in the ground for all of the District's needs for the US 1 Hwy crossing.

**Motion: Commissioner Patton made a motion to have a meeting on June 6, 2005 to discuss rates, June 13, 2005 to review the Rules and Regulations, and June 20, 2005 for the final decision on rates. The motion was seconded by Commissioner Tobin.**

Vote on motion:

Board Member	Yes	No	Other
Commissioner Gary Bauman	X		
Commissioner Claude Bullock	X		
Commissioner Glenn Patton	X		
Commissioner Andrew Tobin	X		
Chairman Charles Brooks	X		

Motion passed 5 to 0

*Calusa Campground Association Meeting*

General Manager Charles Fishburn said that the Association has invited him to their meeting on June 26 at 11 AM to explain what the District is doing and what their options are going to be.

Chairman Brooks asked if Mr. Fishburn should be given a written statement to give to the Association. District Counsel Thomas Dillon will write up a memo for the Manager with the options.

Chairman Brooks would like target dates set for the next six months and the Board agreed.

*Marine Sanctuary Advisory Board*

Mr. Dillon reported that he was at the Marine Sanctuary Advisory Board meeting on Tuesday and Commissioner Neugent said that he was going to meet with the Key Largo Ocean Resort and he was wondering when the District would be getting there. Mr. Dillon told him around 2008 or 2009 but there are no definite plans.

*New Office Furnishing*

Commissioner Bullock would like to have chairs with armrest and be stackable. Commissioner Patton would like to put the PRMG study on the web site and would like to have picture of the new building on the website. Chairman Brooks would like a clock on the wall. Commissioner Bullock would like skirting on the tables.

Chairman Brooks asked if anyone would be interested in participating in the 4<sup>th</sup> of July Parade. No one will be available for the parade.

#### **ADJOURNMENT**

After a motion to adjourn by Commissioner Patton and a second by Commissioner Brooks the Board adjourned the meeting at 7:36 PM.



The KLWTD meeting minutes of June 22, 2005 were approved on July 6, 2005.

  
\_\_\_\_\_  
Chairman Charles Brooks

  
  
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Carol Simpkins, CMC  
Board Clerk

1. The first part of the document is a list of names and addresses.

10/10/2022

