

# MINUTES

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



November 15, 2006  
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a regular meeting on November 15, 2006 at 5:00 PM. Present were Commissioners Andrew Tobin, Charles Brooks, Norman Higgins, Gary Bauman, Chairman Claude Bullock, and Commissioner elect, Susan Hammaker. Also present were District Counsel Thomas Dillon, General Manager Charles F. Fishburn, District Clerk Carol Walker, and all other appropriate District Staff.

The Pledge of Allegiance was led by Commissioner Hammaker.

Commissioner Bauman presented Commissioner Brooks with a plaque from the District thanking him for his years of service.

Judge Ptomey swore in the newly elected commissioners, Susan Hammaker, Andrew Tobin, and Norm Higgins. Commissioner Brooks thereupon relinquished his seat to Commissioner Hammaker.

### ELECTION OF OFFICERS

**Motion:** Commissioner Tobin made a motion to continue with Chairman Bullock, Vice Chairman Bauman, and Secretary/Treasure Tobin until the last meeting in May of 2007, allowing Chairman Bullock a full year as Chairman. Commissioner Hammaker seconded the motion.

### Vote on Motion

Member	Yes	No	Other
Commissioner Bauman	X		
Commissioner Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Chairman Bullock	X		

**Motion passed 5 to 0**

### AGENDA

The Board made the following changes: the Pending Payments list was moved from Bulk to Financial Report, Item K8 (Regional Plant Update) was moved to the front of the agenda and Item 9A (Camper's Cove Assessment Appeal) was made a non action item.

The Commission approved the agenda as amended by consensus.

**Public Comment**

The following persons addressed the Commission: State Representative Ron Saunders. Mr. Saunders congratulated the new Commissioners. He explained that he has asked Mr. Brooks to help him in wastewater project matters. Mr. Saunders then told the Board about a summit meeting on wastewater to be held on December 14 in Marathon.

Charles Brooks, Key Largo, addressed the Board concerning the Regional Plant Update agenda item. He stated that he has reviewed all of the back up documents and recommends that the District take the Manager's recommendation and go with a two train plant.

James Mattson addressed the Board concerning the System Development Fees and the fees being equitable.

Commissioner Tobin suggested that Mr. Mattson discuss the issue with the Staff and PRMG. Commissioner Bauman said that he preferred that Mr. Mattson put everything in writing and that staff respond in writing. District Counsel Thomas Dillon explained that he should be present during any conversation between staff and the District's consultant's and Mr. Mattson.

*Regional Plant Update*

General Manager Charles F. Fishburn explained that Arcadis, who was recommending two trains, had come down to the Keys for the meeting. Mr. Castle explained that he has not reviewed the Arcadis material and was not prepared for a response and he needs more time for a technical presentation.

The Board decided to continue the current meeting to November 21, 2006 at 4 PM and continue the discussion on the Regional Plant then.

**Commissioner's Items**

N/A

**Bulk Items**

*Minutes of November 1, 2006*

*Sundriver's Station Assessment Appeal Recommendation*

**Motion: Commissioner Tobin made a motion to approve the Bulk Items. Commissioner Higgins seconded the motion.**

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Bauman</b>	<b>X</b>		
<b>Commissioner Hammaker</b>	<b>X</b>		
<b>Commissioner Higgins</b>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		
<b>Chairman Bullock</b>	<b>X</b>		

**Motion passed 5 to 0**

## **Engineers Report**

### *Monthly Status Report*

Mr. Castle reported that the Northern Forcemain Phase I is nearly complete and the Phase II change order is close to completion. The seven required crossing of US 1 have been completed. Mr. Castle explained that the payment for the paving that LaRocco has done on the project was done at a set price based on the footage of the pipe.

Collection Basin A is now having their 100% technical review and Basin D is having a 60% technical review. The survey for Basin B is complete and survey work on Basin C is now going on.

Staff was directed to put a progress map up on the web site.

### *Lateral Connection Report*

Myles Milander, Construction Manager reported to the Board that Key Largo Park has 62 out of 105 valves installed and 98 homes connected. Key Largo Trailer Village has 110 valves installed and 405 homes connected.

Commissioner Higgins recommended that each Commissioner take some time and visit the treatment plant to see what everyone does. He had visited the plant that day.

### *Plant Operations AWT Update*

District Counsel Thomas Dillon told the Board that the District is doing everything appropriate to require Haskell to demonstrate that the plant meets AWT and all other requirements of the Design-Build Agreement.

Commissioner Tobin was excused at 7 PM.

## **Financial Officer's Report**

### *Camper's Cove Assessment Appeal*

District Counsel Thomas Dillon said that staff is still in the process of thinking about how to address cases where there is a wide disparity between the EDU calculation based on water consumption and the EDU calculation based on the number of Commercial Accommodation Units.

### *Pending Payments*

Martin Waits, Financial Officer, presented the pending payments list.

Chairman Bullock asked staff if the problem with the pits from Airvac has been resolved. Mr. Fishburn stated that it has been taken care of.

**Motion:**        **Commissioner Higgins made a motion to approve the pending payments list of November 15, 2006 contingent upon the availability of funds. Commissioner Bauman seconded the motion.**

**Vote on Motion**

Member	Yes	No	Other
Commissioner Bauman	X		
Commissioner Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin			Absent
Chairman Bullock	X		

**Motion passed 4 to 0**

**Legal Report***RESOLUTION 52-11-06*

*A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, AUTHORIZING THE GENERAL MANAGER TO EXECUTE PERMIT-RELATED DOCUMENTS AND FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION LOAN AND GRANT DOCUMENTS*

Commissioner Bauman expressed concern over taking the authority of executing the documents from the Chairman and giving it to the General Manager.

**Motion: Commissioner Higgins made a motion to approve Resolutions No. 52-11-06. Commissioner Hammaker seconded the motion.**

**Vote on Motion**

Member	Yes	No	Other
Commissioner Bauman		X	
Commissioner Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin			Absent
Chairman Bullock	X		

**Motion passed 3 to 1**

**General Manager's Report***State Legislative Representative*

General Manager Charles F. Fishburn explained that Mr. Harrell (State Legislative Representative) is not able to be at the meeting because of the bad weather in Tallahassee keeping his plane grounded.

Commissioner Bauman asked what happen to the representative that had come to the meeting at an earlier date and was recommended by Ken Sorenson. Commissioner Bauman question why Mr. Fishburn did not communicate with him about the choices for a State Legislative Representative.

*Islamorada Update*

Mr. Fishburn reported that he was at the Islamorada meeting and was disappointed with the results. They did not reach any definite decision and will continue to study the issue.

Commissioner Bauman left the meeting at 7:20 PM.

**Commissioner's Round Table**

Commissioner Higgins requested that an item concerning emergency readiness be placed on the December 6 meeting agenda.

Staff and the Board discussed customers putting in second meters and the need to put into place a policy that would allow the District to monitor the meters on an on going basis.

**Motion:** Commissioner Higgins made a motion to continue the meeting of November 15, 2006 to Tuesday November 21, 2006 at 4 PM, to be held at 98880 O/S Hwy. to continue with the Regional Treatment Plant item. Commissioner Hammaker seconded the motion.

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Bauman</b>			<b>Absent</b>
<b>Commissioner Hammaker</b>	<b>X</b>		
<b>Commissioner Higgins</b>	<b>X</b>		
<b>Commissioner Tobin</b>			<b>Absent</b>
<b>Chairman Bullock</b>	<b>X</b>		

**Motion passed 3 to 2**

**Adjournment**

The KLWTD Board adjourned the Board Meeting at 7:40 PM, to be reconvened on Tuesday, November 14, at 4 PM

The KLWTD meeting minutes of November 15, 2006 were approved December 6, 2006.

*Claude M. Bullock*

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Chairman

*Carol Walker*

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Carol Walker, CMC  
District Clerk