

# MINUTES

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



May 15, 2007  
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a regular meeting on May 15, 2007 at 4:00 PM. Present were Commissioners Susan Hammaker, Andrew Tobin, Gary Bauman, and Norman Higgins. Vice Chairman Gary Bauman was Acting Chairman due to Chairman Bullock's absence. 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 Acting Chairman Bauman.

### AGENDA

**Motion:** Commissioner Higgins made a motion to approve the agenda.  
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			Absent

**Motion passed 4 to 0**

### Public Comment

The following persons addressed the Board: N/A

### Commissioner Items

#### *Hiring Procedures*

Acting Chairman Bauman requested that this item be moved to the June 5, 2007 meeting.

#### *Florida Keys Wastewater Assistance Foundation, Inc.*

Commissioner Hammaker explained to the Board that she has been working with individuals in the community and they have formed a group (Florida Keys Wastewater Assistance Foundation, Inc.) that's mission is to educate the people to the central sewer system benefits and to provide financial assistance to low-income homeowners in hooking up to the system.

District Counsel Thomas Dillon stated that the District has been supporting the organization by paying for him to help with the Articles, By-Laws, and Tax Exempt Status. Mr. Dillon explained that this would count as part of the District's contribution to assist for low income residence

**Bulk Items**

*Minutes of KLWTD Meeting on May 1, 2007*

*Pending Payments List for May 15, 2007*

*Easement with Pennekamp*

**Motion: Commissioner Higgins made a motion to approve the Bulk Items (Pending Payments contingent upon the availability of funds). 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			Absent

**Motion passed 4 to 0**

*Easement with the Archdiocese of Miami, FL*

Commissioner Tobin stated that as a matter of policy he was against the continuing liability connected with waiving the assessment fee to the first 100 dwelling units that the Church may build in the future at the easement site.

Mr. Dillon explained that after doing research on the matter he believes that there is a great benefit presently to the District. The District will save on the cost to build another vacuum station and the cost of running two vacuum stations instead of one.

Commissioner Tobin decided to approve the agreement based on the analysis of the District Counsel.

**Motion: Acting Chairman Bauman made a motion to approve the Easement with the Archdiocese of Miami, FL. Commissioner Higgins seconded the motion.**

**Vote on Motion**

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

**Motion passed 4 to 0**

**Engineer's Report***Monthly Status Report*

Mr. Castle reported that Basin A Phase 1 has started construction. There has been over two hundred feet of vacuum main put in. The 70% design documents for the Regional Treatment Plant have been received from Arcadis.

The expected letter from DEP with a list of deficiencies has been received. Mr. Castle will be responding to it. Everything is under control currently except the TSS from the filters. He does not believe that there will be any fines or Administrative Actions.

*Lateral Connection Report*

Ed Castle reviewed the lateral connection report.

**Finance Officer's Report**

The Board agreed to change Mr. Wait's title to Chief Financial Officer.

**Legal Report**

Mr. Dillon told the Board that he has been working on the Inter-Governmental Dispute Resolution and will bring it to the Board on June 5, 2007 for action.

**General Manager's Report**

Mr. Fishburn reported to the Board that the Army Corp. of Engineers agreement will be brought back to the Board on June 5, 2007 for action.

**Commissioner's Round Table**

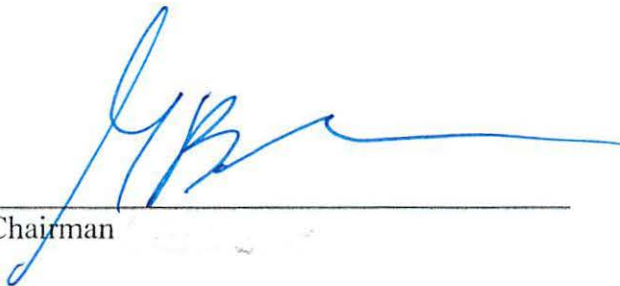
Commissioner Bauman said that the Governmental Representatives will make a presentation at the June 5, 2007 meeting.

Commissioner Hammaker reported that the District submitted a grant to help pay for the GIS System. She is currently working on a water reuse grant.

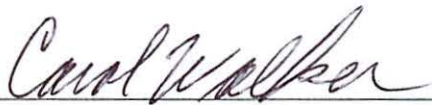
**Adjournment**

The KLWTD Board adjourned the Board Meeting at 4:40 PM.

The KLWTD meeting minutes of May 15, 2007 were approved on June 5, 2007.

A handwritten signature in blue ink, appearing to be 'G. B.', written over a horizontal line.

Chairman

A handwritten signature in black ink, appearing to be 'Carol Walker', written over a horizontal line.

Carol Walker, CMC  
District Clerk