

MINUTES

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



June 19, 2007

98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a regular meeting on June 19, 2007 at 4:00 PM. Present were Commissioners Susan Hammaker, Andrew Tobin, Norman Higgins, Claude Bullock, and Chairman Gary Bauman. 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 Chairman Bauman.

AGENDA

Chairman Bauman requested that item K14, Work Authorization No. 6 CPH be made a discussion item and he also wanted to move all of K the General Manager's Report, to the front of the Agenda, and Commissioner Hammaker requested that items F2 & F3 (Resolution for Climate Protection Agreement and Membership in GLEE) be combined. The General Manager requested that the trip to Washington DC be discussed.

Motion: Commissioner Higgins made a motion to approve the agenda as amended. Commissioner Bullock seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

PUBLIC COMMENT

Northstar Project

Please see attached Exhibit "A" for the presentation by Northstar. The Board directed staff to work with Northstar and see if the plan would apply to other businesses. The Board stated that they would like to have staff bring back the Northstar proposal at some point in the future when the District has a more definite idea of where the District is with their plans.

The following persons addressed the Board: Charles Brooks, Key Largo Kay Thatcher, Key Largo; both spoke in opposition to the percentage of the General Managers proposed raise.

GENERAL MANAGER’S REPORT

General Manager’s Contract

Commissioner Higgins stated that he thinks that Mr. Fishburn has done a fantastic job and deserves the raise.

Commissioner Hammaker explained that she is not saying that Mr. Fishburn does not deserve the raise but that she would like to see a performance evaluation identifying areas of strength, performance and areas of room for improvement done by the Board for the Manager first.

Commissioner Tobin told the public that the Manager is working as a Construction Manager of a \$150 million dollar project that will last for four years: then the District can hire a utilities manager to run the District. If Mr. Fishburn left it would take many times over the amount that he is asking for to replace him.

Commissioner Bullock pointed out that Mr. Fishburn puts in many more hours than forty a week and that he is worth more than what he is requesting. But, Commissioner Bullock also stated that he does not want to see Mr. Fishburn leave but he does not want Mr. Fishburn to come back next February for another raise.

Chairman Bauman said that he talked to Mr. Fishburn and that Mr. Fishburn still needs to improve his communication skills. Chairman Bauman also stated that the people that voted for him do not like Mr. Fishburn and he would only approve a 10% raise with \$6,000 for medical.

Motion: Commissioner Higgins made a motion to approve the General Manager’s contract for Mr. Fishburn as presented. Commissioner Tobin seconded the motion.

Vote on Motion

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

Motion passed 3 to 2

The Board stated that Mr. Fishburn should not come back to the Board for another large increase.

Work Authorization No. 6 CPH

Mr. Fishburn introduced the work order that is for the engineering of the transmission line from the treatment plant to Tavernier Creek.

Charles Brooks, Key Largo, stated that he thinks that the Board should pull the request because of the lack of information.

Commissioner Tobin explained that the request is really for direction from the Board to have the Staff enter into negotiations with CPH.

The Board directed Mr. Castle to email them the scope of work for the contract.

Motion: Commissioner Bullock made a motion to direct staff to proceed with negotiations with CPH for the engineering of the transmission line to the south. Commissioner Tobin seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

Basin "A" Change Order

Mr. Fishburn explained that the contractor for Basin A-1 is nearing completion of the contract and has been doing satisfactory work. Staff proposes to bring a change order to the Board on July 24, 2007, recommending that the contract be amended to include Basin A-4.

Commissioner Tobin told staff to include an explanation of the reasons why the contract should be awarded to the Basin A-1 contractor.

WWTP Filter Fix

Mr. Fishburn explained that staff is requesting permission to purchase perma-bead media for installation in one of the two Fluidyne filters at the treatment plant to address the TSS problems encountered with the current filter media.

Mr. Dillon, District Counsel, explained that if the perma-bead media addresses the problem satisfactorily then the District will back charge Haskell for the costs. If it does not work then the District will not back charge Haskell.

Motion: Commissioner Tobin made a motion to approve the Staff's request to purchase the perma-bead media. Commissioner Higgins seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairman Bauman	X		
Commissioner Hammaker	X		

Commissioner Higgins	X		
Commissioner Tobin	X		
Commissioner Bullock	X		

Motion passed 5 to 0

Tallahassee

Mr. Levy called into the meeting but the connection was bad. He will be attending the July 24, 2007 Board meeting to make his report to the Board.

COMMISSIONER ITEMS

Foundation Report

Commissioner Hammaker gave a report on the Foundation. Please see Exhibit "B".

The Board concluded that Commissioner Hammaker is free to participate in the Foundation provided that she makes no representation as to endorsement, involvement, partnering, or any other formal or informal relationship between the District and the Foundation. The Board may authorize such representations on a case by case basis. Commissioner Hammaker must recuse herself from any Board decisions regarding the Foundation so long as she is a director of the Foundation.

Carol Walker may provide voluntary services for the Foundation on her own time.

The District Counsel will not take further action on behalf of the Foundation except to act as limited attorney in fact for the foundation with regard to its application to tax exempt status.

Chairman Bauman congratulated Commissioner Hammaker on the fine work she has done in helping to set up the Foundation.

Resolution for Climate Protection Agreement and Membership in GLEE

The Board explained that they want to stay focused on the single mission of sewerage the Island of Key Largo.

The resolution did not pass and the request for membership in GLEE was denied.

Monroe County Planning Commission

Mr. Fishburn reported that the District received a staff report with unfavorable conditions from the County. District Staff met with the Planning Commission Staff and will be sending in a package of information for the June 27th meeting.

Operator's Training

Mr. Fishburn reported that he met with the Coral High School's principal, Ron Martin, about setting up a program to train high school students to be wastewater treatment plant operators. Mr. Fishburn also stated that the District will pay for the current employees schooling to become licensed plant operators.

Commissioner Tobin asked that the Board reconfirm their commitment of working with the community schools at all levels in training future operators. The Board reconfirmed the District's commitment.

FKWQIP

Chairman Bauman reported that the Florida Keys Water Quality Improvement Program met and approved their budget and finalized their next agenda.

Staff proposed adoption of a resolution for the Water Quality Program for the Florida Keys National Marine Sanctuary stating that the District is working to restore degraded near shore waters by installing Sanitary Sewer Systems and Advanced Wastewater Treatment plants.

Motion: Commissioner Tobin made a motion to approve the resolution. Commissioner Bullock seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

Mr. Fishburn said that the District is working to make the Mayor's trip to Washington DC wastewater specific. Chairman Bauman appointed Commissioner Bullock to go in his place to Washington.

BULK ITEMS

Minutes of June 5, 2007

Motion: Commissioner Hammaker made a motion to approve June 5, 2007 Board minutes. Commissioner Tobin seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

Pending Payments List for June 19, 2007

Motion: Commissioner Tobin made a motion to approve the pending payments list contingent upon the availability of funds. Commissioner Higgins seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

ENGINEER'S REPORT

Monthly Status Report

Mr. Castle reported that the treatment plant was in compliance for the month of April. The Regional Treatment Plant's 95% drawings have been received. Basin A-1 is under construction and A-3 shop drawings, submittals, and construction schedule have been received. A preconstruction meeting was held for Basin A-3. Basin D-2n submittals from LaRocco are being reviewed. The preliminary design report of Basin B has been received and the cost proposal for Basin C is in. There will be training for the GIS system the week of June 25.

Lateral Connection Report

It was reported that six properties that have not started the connection process in Key Largo Trailer Village have been turned over to Code Enforcement.

FINANCE REPORT

FY 2008 Budget Process Schedule

Syndi Trakul presented the schedule.

LEGAL REPORT

Easement for the Baptist Temple

Mr. Dillon presented the proposed easement agreement for concept review to the Board. He said that Mr. Mulick is the Baptist Temple's attorney and has said that they agree in principal.

Commissioner's Round Table

N/A

Adjournment

The KLWTD Board adjourned the Board Meeting at 7:14 PM.

The KLWTD meeting minutes of June 19, 2007 were approved on July 10, 2007



Chairman Gary Bauman



Carol Walker, CMC
District Clerk