

MINUTES

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



October 9, 2007
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a regular meeting on October 9, 2007 at 4:00 PM. Present were Commissioners Susan Hammaker, Norman Higgins, Claude Bullock, Andrew Tobin. Also present were the General Manager Charles F. Fishburn, District Counsel Thomas M. Dillon, and all other appropriate District Staff.

The Pledge of Allegiance was led by Commissioner Higgins.

APPROVAL OF AGENDA

Item 8, Resolution No. 18-10-07, Item 9, Resolution No. 19-10-07, and Item 15, Airvac Purchase Order were moved to the front of the agenda. Item 11A Newport Village, and Item 19, Employee Medical Insurance were added to the agenda.

Motion: Commissioner Higgins made a motion to approve the Agenda with the requested changes. Motion seconded by Commissioner Hammaker.

Vote on Motion

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

Motion passed 3 to 0

Public Comment: The following persons addressed the Commission: Steve Gibbs, Key Largo, D.A. Aldridge, Kay Thacker, Key Largo, Burke Cannon, Tavernier.

COMMISSIONER ITEMS

N/A

BULK ITEMS

Minutes of September 25, 2007

Pending Payments List

Meeting Minutes for
District of Columbia, 2003
K&L W&L

XVI
COMMISSIONERS MEETING

Meeting Minutes for the District of Columbia Board of Commissioners. The following persons addressed the Commission: Steve O'Brien, K&L

Meeting Minutes for the

Commissioner Hightower	X		
Commissioner Harris			Present
Commissioner Hightower	X		
Commissioner Hightower	X		
Commissioner Hightower			Present
Members	Yes	No	Other

Meeting Minutes for the

Meeting Minutes for the District of Columbia Board of Commissioners. The following persons addressed the Commission: Steve O'Brien, K&L

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October 8, 2003



OF COMMISSIONERS MEETING
K&L W&L DISTRICT OF COLUMBIA BOARD OF COMMISSIONERS
MINUTES

Motion: Commissioner Hammaker made a motion to approve the Bulk Items with the Pending Payments List contingent upon the availability of funds. Motion seconded by Commissioner Higgins.

Vote on Motion

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

Motion passed 3 to 0

ENGINEER'S REPORT

Monthly Report

Ed Castle presented his written monthly report.

Commissioner Tobin arrived at 5:55 PM being delayed in heavy traffic.

Later Connections

The latest connections report was presented.

ChemScan

Representatives of ChemScan gave a presentation of the system for process control for the current treatment plant and the Regional Plant.

FINANCIAL REPORT

DEP Declaration of Official Intent

RESOLUTION 21-10-07

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, AUTHORIZING DECLARATIONS OF OFFICIAL INTENT UNDER U.S. TREASURY REGULATIONS WITH RESPECT TO REIMBURSEMENTS FROM NOTE AND BOND PROCEEDS OF TEMPORARY ADVANCES MADE FOR PAYMENTS PRIOR TO ISSUANCE, AND RELATED MATTERS, AND PROVIDING FOR AN EFFECTIVE DATE

Motion: Commissioner Tobin made a motion to approve Resolution No. 21-10-07. Motion seconded by Commissioner Hammaker.

Vote on Motion

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

Motion passed 4 to 0

Agenda Item 9 to 11

Commissioner Phillips	X		
Commissioner Torin	X		
Commissioner Higgins	X		
Commissioner Zimmerman	X		
City Manager			Agenda
Director	Agenda	Agenda	Agenda

Agenda Item 12

Motion seconded by Commissioner Zimmerman.

Motion: Commissioner Torin made a motion to approve Resolution No. 21-10-02.

THE BOARD WILL BE PROVIDING FOR AN EFFECTIVE DATE
 FOR THE POLICE AND FIRE DEPARTMENTS TO BECOME
 MEMBERS OF THE BOARD OF COMMISSIONERS FROM NOW ON
 THE BOARD OF COMMISSIONERS WILL BE RESPONSIBLE TO
 PROVIDE NECESSARY DESCRIPTIONS OF OFFICER WAGES
 A RESOLUTION OF THE BOARD WILL BE INTRODUCED
 RESOLUTION 21-10-02

THE DESCRIPTION OF OFFICER WAGES
 WILL BE KEPT.

THE BOARD WILL BE PROVIDING FOR AN EFFECTIVE DATE
 FOR THE POLICE AND FIRE DEPARTMENTS TO BECOME
 MEMBERS OF THE BOARD OF COMMISSIONERS FROM NOW ON
 THE BOARD OF COMMISSIONERS WILL BE RESPONSIBLE TO
 PROVIDE NECESSARY DESCRIPTIONS OF OFFICER WAGES
 A RESOLUTION OF THE BOARD WILL BE INTRODUCED
 RESOLUTION 21-10-02

The first connection report was presented
 to the Commission.

Commissioner Torin asked if the report being delayed in how many months.

The report being presented the report monthly report
 monthly report.

WILL BE KEPT.

Agenda Item 9 to 11

Commissioner Phillips	X		
Commissioner Torin			Agenda
Commissioner Higgins	X		
Commissioner Zimmerman	X		
City Manager			Agenda
Director	Agenda	Agenda	Agenda

Agenda Item 12

Motion seconded by Commissioner Higgins.

Motion: Commissioner Zimmerman made a motion to approve the work being done

LEGAL REPORT

RESOLUTION 17-10-07

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, REQUESTING THE ASSISTANCE OF REPRESENTATIVE RON SAUNDERS TO AMEND THE KEY LARGO WASTEWATER TREATMENT DISTRICT ACT TO PROVIDE EXEMPTION FROM LOCAL PERMITTING REQUIREMENTS

Motion: Commissioner Higgins made a motion to approve Resolution No. 17-10-07. Motion seconded by Commissioner Tobin.

Vote on Motion

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

Motion passed 4 to 0

RESOLUTION 18-10-07

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, AMENDING THE DISTRICT GENERAL RULES AND REGULATIONS TO PROVIDE FOR A CHARGE TO BE IMPOSED ON PERSONS WHO FAIL TO CONNECT TO THE DISTRICT WASTEWATER SYSTEM AFTER PROPER NOTICE, AND PROVIDING FOR AN EFFECTIVE DATE

This item was tabled.

RESOLUTION 19-10-07

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, AMENDING THE DISTRICT GENERAL RULES AND REGULATIONS TO PROVIDE FOR INSTANCES WHERE CONSTRUCTION OF WASTEWATER FACILITIES CAUSES DAMAGE TO PROPERTY IN PUBLIC RIGHTS-OF-WAY, AND PROVIDING FOR AN EFFECTIVE DATE

This item was tabled.

RESOLUTION 20-10-07

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, ESTABLISHING A POLICY REGARDING COMPENSATION OF COMMISSIONERS, AND PROVIDING FOR AN EFFECTIVE DATE

Motion: Commissioner Higgins made a motion to approve Resolution No. 20-10-07 excluding Sections Two and Three. Motion seconded by Commissioner Bullock.

MEMORANDUM

RESOLUTION 17-10-07

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING THE ASSISTANCE OF REPRESENTATIVE BOARD MEMBERS TO AMEND THE KEY LARGO WASTEWATER TREATMENT DISTRICT ACT TO PROVIDE EXEMPTION FROM LOCAL PERMITTING REQUIREMENTS

Resolution 17-10-07. Motion seconded by Commissioner Tablin. Commissioner Higgins made a motion to approve Resolution No. 17-10-

Vote on Resolution

Number	Yes	No	Other
Commissioner Bauman			Absent
Commissioner Hammer	X		
Commissioner Higgins	X		
Commissioner Tablin	X		
Commissioner Black	X		

Resolution passed 4 to 0

RESOLUTION 18-10-07

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING THE DISTRICT GENERAL RULES AND REGULATIONS TO PROVIDE FOR A CHARGE TO BE IMPOSED ON PERSONS WHO FAIL TO CONNECT TO THE DISTRICT WASTEWATER SYSTEM AFTER PROPER NOTICE AND PROVIDING FOR AN EFFECTIVE DATE

This item was tabled.

RESOLUTION 19-10-07

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING THE DISTRICT GENERAL RULES AND REGULATIONS TO PROVIDE FOR LISTINGS WHERE CONSTRUCTION OF WASTEWATER FACILITIES CAUSES DAMAGE TO PROPERTY IN PUBLIC RIGHTS-OF-WAY AND PROVIDING FOR AN EFFECTIVE DATE

This item was tabled.

RESOLUTION 20-10-07

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT ESTABLISHING A POLICY REGARDING COMPENSATION OF CONTRACTORS AND PROVIDING FOR AN EFFECTIVE DATE

Resolution 20-10-07. Motion seconded by Commissioner Black. Commissioner Higgins made a motion to approve Resolution No. 20-10-07 excluding Sections Two and Three. Motion seconded by

Vote on Motion

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

Motion passed 4 to 0

Calusa Campground

Motion: Commissioner Higgins made a motion to have Commissioner Tobin, representing the Board, work with District Counsel Thomas Dillon on the response to the Calusa Campground lawsuit. Motion seconded by Commissioner Tobin.

Vote on Motion

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

Motion passed 4 to 0

Newport Village

District Counsel Thomas Dillon reviewed a letter that was sent to the Monroe County Housing Authority on July 24, 2007 concerning their assessment. He then presented a letter that he prepared again addressing their outstanding assessment payment of \$11,591.90 that is over due. The letter addresses the overdue amount saying that it will be added to the water bill for collection.

The Board directed Mr. Dillon to send the letter.

GENERAL MANAGER

Charles F. Fishburn, General Manager presented a request from two property owners asking for additional connections on their property. Staff recommended that the property owners pay the full cost of the extra connections.

Commissioner Tobin said that the recommendation was unfair to owners of multiple lots.

Motion: Commissioner Higgins made a motion that a property owner with two or more adjoining lots in a single tax parcel may obtain a connection for each lot at the same system development charge rate as if the lots were in separate tax parcels. Motion seconded by Commissioner Tobin.

Vote on Motion

Member	Yes	No	Other
Chairman Bauman			Absent
Commissioner Zimmerman	Y		
Commissioner Higgins	Y		
Commissioner Tobin	Y		
Commissioner Ballack	Y		

Motion passed 4 to 0

Class Campaign

Motion: Commissioner Higgins made a motion to have Commissioner Tobin representing the Board work with District Council Thomas Dillon on the response to the Class Campaign lawsuit. Motion seconded by Commissioner Tobin.

Vote on Motion

Member	Yes	No	Other
Chairman Bauman			Absent
Commissioner Zimmerman	Y		
Commissioner Higgins	Y		
Commissioner Tobin	Y		
Commissioner Ballack	Y		

Motion passed 4 to 0

Water Works

District Council Thomas Dillon reviewed a letter that was sent to the Monroe County Planning Authority on July 24, 2007 concerning their assessment. He then presented a letter that he prepared again addressing their outstanding assessment payment of \$11,501.00 that is over due. The letter addresses the overdue amount saying that it will be added to the water bill for collection.

The Board directed Mr. Dillon to send the letter.

GENERAL MATTERS

Charles F. Elshorn, General Manager presented a request from two property owners asking for additional connections on their property. Staff recommended that the property owners pay the full cost of the extra connections.

Commissioner Tobin said that the recommendation was unfair to owners of multiple lots.

Motion: Commissioner Higgins made a motion that a property owner with two or more adjoining lots in a single tax parcel may obtain a connection for each lot at the same system development charge rate as if the lots were in separate tax parcels. Motion seconded by Commissioner Tobin.

Vote on Motion

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

Motion passed 4 to 0

Town Hall Meeting

Mr. Fishburn reported on the September 29th Town Hall Meeting for Basin D property owners. He reported that it was received well and there were 110 participants.

Notice to Proceed Basin D Phase II

Motion: Commissioner Higgins made a motion to award the construction contract for Basin D Phase II to LaRocco Inc. and authorize sending them the Notice to Proceed. Motion seconded by Commissioner Hammaker.

Vote on Motion

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

Motion passed 4 to 0

Airvac Purchase

Motion: Commissioner Higgins made a motion approve the Airvac Purchase Order for 1,000 pits in the amount of \$2,812,000. Motion seconded by Commissioner Hammaker.

Vote on Motion

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

Motion passed 3 to 0

Washington DC Trip

Charles F. Fishburn gave a report on the trip to Washington D.C.

Vote on Motion		
Member	Yes	No
Chairman Bauman		
Commissioner Hamacher	X	
Commissioner Higgins	X	
Commissioner Tobin	X	
Commissioner Bullock	X	

Motion passed 4 to 0

Chairman Bauman reported on the September 20th Town Hall Meeting for Basin D property owners. He reported that it was received well and there were 110 participants.

Chairman Bauman reported on the September 20th Town Hall Meeting for Basin D property owners. He reported that it was received well and there were 110 participants.

Vote on Motion		
Member	Yes	No
Chairman Bauman		
Commissioner Hamacher	X	
Commissioner Higgins	X	
Commissioner Tobin	X	
Commissioner Bullock	X	

Motion passed 4 to 0

Commissioner Higgins made a motion to award the construction contract for Basin D Phase II to Lakesco Inc. and authorize sending them the notice to proceed. Motion seconded by Commissioner Hamacher.

Vote on Motion		
Member	Yes	No
Chairman Bauman		
Commissioner Hamacher	X	
Commissioner Higgins	X	
Commissioner Tobin		
Commissioner Bullock	X	

Motion passed 3 to 0

Chairman Bauman gave a report on the trip to Washington D.C. Washington DC Trip

Federal Representation

Motion: Commissioner Tobin made a motion approving Hicks-Richardson Associates contract for another year at the same rate. Motion seconded by Commissioner Hammaker.

Vote on Motion

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

Motion passed 4 to 0

Bobcat/Forklift Purchase

Motion: Commissioner Higgins made a motion authorizing the expenditure of up to \$10,000 for the purchase of either a forklift or a bobcat at the equipment auction in Orlando. Motion seconded by Commissioner Bullock.

Vote on Motion

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

Motion passed 4 to 0

Medical Insurance

This item was tabled.

COMMISSIONER'S ROUND TABLE

N/A

Adjournment

The KLWTD Board adjourned the Board Meeting at 6:45 PM.

Commissioner Higgins made a motion approving the resolution. Motion seconded by Commissioner Johnson. Motion carried 4 to 0.

Member	Yes	No	Other
Commissioner Johnson	X		Absent
Commissioner Higgins	X		
Commissioner Tobin	X		
Commissioner Bullock	X		


Commissioner Higgins made a motion authorizing the expenditure of up to \$10,000 for the purchase of either a forklift or a pallet at the equipment auction in Orlando. Motion seconded by Commissioner Bullock. Motion carried 4 to 0.

Member	Yes	No	Other
Commissioner Johnson	X		Absent
Commissioner Higgins	X		
Commissioner Tobin	X		
Commissioner Bullock	X		

This item was tabled.
 COMMISSIONER'S ROLES TABLE
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The Board adjourned the Board Meeting at 6:45 PM.
 Adjournment

The KLWTD meeting minutes of October 9, 2007 were approved on October 23, 2007



Chairman Gary Bauman



Carol Walker, CMC
District Clerk

