

# MINUTES

## Key Largo Wastewater Treatment District (KLWTD) Transition Meeting



November 13, 2012  
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a Commission Meeting at 4:10 PM. Present were Chairman Majeska, Commissioners, Steve Gibbs, Norman Higgins, and Andy Tobin. Also present were the General Manager Margaret Blank, General Counsel, Ray Giglio, District Clerk Carol Walker, and other appropriate District Staff.

Commissioner Steve Gibbs led the Pledge of Allegiance.

### **PUBLIC COMMENT**

#### **Name & Address**

Ted Blackburn, Islamorada, FL

#### **Subject**

Islamorada Sewer Project Update

### **APPROVAL OF AGENDA**

General Manager General Margaret Blank removed the item RFP for Accounting & Payroll Software.

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

#### **Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>	<b>X</b>		
<b>Chairman Majeska</b>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		

**Motion passed 3 to 0**

### **BULK ITEMS**

*Minutes of Nov. 7, 2012*

**RESOLUTION NO. 70-11-12**

*A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REMOVAL OF TWO TAX PARCELS FROM THE 2007 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE*

**RESOLUTION NO. 71-11-12**

*A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REMOVAL OF ONE TAX PARCEL FROM THE 2006 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE*

*RESOLUTION NO. 72-11-12*

*A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REMOVAL OF ONE TAX PARCEL FROM THE 2007 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.*

**Motion:** Commissioner Tobin made a motion to approve Commissioner Gibbs seconded the motion.

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>	<b>X</b>		
<b>Chairman Majeska</b>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		

**Motion passed 3 to 0**

**LEGAL COUNSEL REPORT**

*Special Elections*

Ray Giglio explained the order from the Governor’s office that the District has to hold a Special Election to replace Commissioner Hammaker. The Governor cannot fill the vacancy.

Commissioner Higgins disagrees with the Governor’s office.

District Counsel Ray Giglio will work on a timeline of events that show there was no time to put a candidate on the ballot for the election in a draft appeal.

*Gift Policy*

District Counsel Ray Giglio will work on a No Gift Policy.

**COMMISSIONER’S ITEMS**

*Commissioner’s Procedures and Guidelines*

Commissioner Tobin reviewed the Commissioner’s Procedures and Guidelines and explained the reason behind them. There will be some sort of mediation alternative when a person leaves employment. The Chairman seconding a motion will be put into the Commissioner’s Procedures and Guidelines.

**SWEARING IN CEREMONY**

Judge Garcia swore in Commissioner Steve Gibbs and Commissioner Robbie Majeska.

**GENERAL MANAGER REPORT**

*Unique Properties Package*

Diane Oberheu reviewed the information package.

**ELECTION OF OFFICERS**

**Chairman**

Commissioner Gibbs nominated Commissioner Majeska for Chairman.

Commissioner Tobin seconded the nomination.

**Vote**

Member	Yes	No	Other
Commissioner Higgins		X	
Chairman Majeska	X		
Commissioner Gibbs	X		
Commissioner Tobin	X		

**Passed 3 to 1**

Vice-Chairman

Commissioner Majeska nominated Commissioner Tobin for Vice Chairman

Commissioner Gibbs seconded the nomination

**Vote**

Member	Yes	No	Other
Commissioner Higgins	X		
Chairman Majeska	X		
Commissioner Gibbs	X		
Commissioner Tobin	X		

**Passed 4 to 0**

Secretary-Treasurer

Commissioner Tobin nominated Commissioner Higgins for Secretary Treasure.

Commissioner Gibbs seconded the nomination

**Vote**

Member	Yes	No	Other
Commissioner Higgins	X		
Chairman Majeska	X		
Commissioner Gibbs	X		
Commissioner Tobin	X		

**Passed 4 to 0**

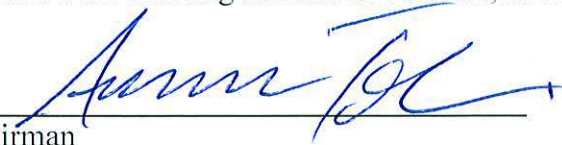
**COMMISSIONER'S ROUNDTABLE**

Commissioner Tobin would like to do something to honor past Commissioners.

**ADJOURNMENT**

The KLWTD Board adjourned the Board Meeting 6:14 PM.

The KLWTD meeting minutes of Nov. 13, 2012 were approved on Nov. 20, 2012.

  
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 Chairman

  
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 Carol Walker, CMC District Clerk