

MINUTES

Key Largo Wastewater Treatment District Commission (KLWTD) Meeting



July 15, 2014

98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a Commission Meeting at 4:00 PM. Present were Chairman Stephen Gibbs, Commissioners Andrew Tobin, Norman Higgins, David Asdourian and Robert Majeska. Also present were General Manager Margaret Blank, Chief Information Officer Paul Christian, General Counsel Ray Giglio, Deputy Clerk Melissa Cornelison, Ed Castle with Weiler Engineering, Peter Rosasco with Bishop Rosasco & Co., and other appropriate District Staff

Mr. Jose Peixoto led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Tobin added a discussion regarding funds for emergency hook-ups. Margaret Blank added an oral update on the meeting called by Representative Holly Raschein on July 10, 2014 about formulating a strategy going forward to Tallahassee. Ms. Blank also added a discussion about a meeting she had with local business owners to discuss commercial tie-ins.

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

Vote on Motion

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

Motion passed 5 to 0

PUBLIC COMMENT

Name & Address

Amy Slate, 179 Oceanshores Dr Key Largo
Nicholas W. Mulick, 91645 Overseas Hwy Tavernier

Subject

Commerical Unique
Snapper's Appeal

BULK ITEMS

Minutes of July 1, 2014

Motion: Commissioner Higgins made a motion to approve the Minutes of July 1, 2014. Commissioner Asdourian seconded the motion and the Motion passed without opposition.

CUSTOMER SERVICE

Customer Service Appeal-Hearing for Snappers Restaurant-AK#1608505

Attorney Nicholas Mulick spoke on behalf of Howard Kolbenheyer, the owner of Snapper’s Restaurant. Mr. Mulick reiterated that he believes the Board should consider adjusting the monthly base charge back to the installation of the irrigation meter. Staff informed the Board that current rules only allow for a credit of the previous 12 months once the appeal is initiated. The Board made a Motion to direct District counsel to evaluate and, if appropriate, draft language amending the current Rules.

Motion: Commissioner Tobin made a motion to direct District Counsel to draft an amendment which reflects the unique circumstances of this appeal. Commissioner Higgins seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

EDU Adjustment of Marine Resources Development-AK#1576611

Motion: Commissioner Asdourian made a motion to approve the Staff recommendation for the EDU Adjustment of Marine Resources Development. Commissioner Tobin seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

Motion: Commissioner Asdourian made a motion to approve the Staff recommendation for the EDU adjustment of Florida Keys Elks Club Inc. Commissioner Majeska seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

GENERAL MANAGER’S REPORT

Margaret Blank gave a report on the meeting she had with local business owners who are requesting assistance connecting their commercial properties into the District’s collection system via the force main. She reported that Kevin Madock, with Monroe County, stated that the County will be providing assistance to the local businesses in the Cudjoe Regional area with commercial tie-ins. Ms. Blank reported that she followed up with Mr. Madok after the meeting, asked for more details, and suggested including the Key Largo businesses in any plan for assistance. Board directed Staff to do an analysis on Beyer Funeral Home, Quiescence, and Amy Slate’s Amoray Dive Resort to compare the difference between a force main versus a gravity connection and to bring the matter back to the Board for consideration.

CUSTOMER SERVICE

Hibiscus Marketing Presentation

Frank Hawkins and Julie Marshall with Hibiscus Marketing made a presentation describing what the company can do for the District. Commissioner Tobin indicated that if Hibiscus Marketing was retained, he would like them to focus all of their efforts on correcting the wastewater funding disparity. The Board directed Ms. Blank to analyze and negotiate the terms of contract and bring it back to the August 5, 2014 Board meeting for review.

ENGINEERING REPORT

Onsite Chemical Generation System

Ed Castle gave a report on the fact-finding visit that Commissioner Asdourian, Margaret Blank, and Dan Saus took to Electrolytic Technologies Corporation in North Miami, Florida, an equipment chemical generation facility. After observing the system in operation, Staff recommended the onsite chemical generation system. The Board directed staff to prepare an RFP for an Onsite Chemical Generation System.

MEETING EXTENSION

**Motion: Commissioner Asdourian made a motion to extend the meeting until 6:30pm
Commissioner Majeska seconded the motion.**

Motion: Commissioner Asdourian made a motion to direct Staff to prepare an RFP for an Onsite Chemical Generation System. Commissioner Majeska seconded the motion.

Vote on Motion

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

Motion passed 3 to 2

FINANCIAL REPORT

Debt Analysis/Loan Repayment Presentation

Peter Rosasco presented to the Board options for applying the \$8.22M Islamorada Capacity Prepayment towards long term debt reduction. After discussion, Mr. Rosasco recommended applying the prepayment to the loan with the highest interest rate (SRF loan 464010), continuing with the current debt service payment schedule, and paying off the loan 5 years earlier. This would save approximately \$1.39M in interest expense.

Motion: Commissioner Asdourian made a motion to apply the \$8.22M Islamorada Capacity Prepayment to SRF loan 464010. Commissioner Majeska seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

GENERAL MANAGER’S REPORT

Margaret Blank gave a report on the meeting with Representative Holly Raschein. Chairman Gibbs and Commissioner Majeska were also present. She indicated that Rep Raschien suggested that the District formulate a strategy for the coming 2014 session; and that there were talks of a Constitutional Amendment on the ballot in November 2014 which would reserve one-third of the Documentary Stamp Tax for water quality projects.

MEETING EXTENSION

Motion: Commissioner Asdourian made a motion to extend the meeting until 7:00 PM. Commissioner Majeska seconded the motion.

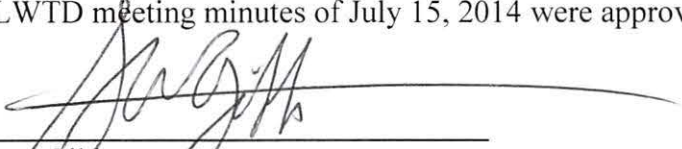
COMMISSIONER'S ROUNDTABLE

Commissioner Tobin discussed a no interest emergency loan program for customers who need assistance connecting. Chairman Gibbs asked Ray Giglio to look into the legalities of setting aside \$100,000 for a loan program through the District and to present his findings to the Board in August.

ADJOURNMENT

The KLWTD Board adjourned the Board Meeting at 6:47 PM.

The KLWTD meeting minutes of July 15, 2014 were approved on August 19, 2014.



Chairman Gibbs



Melissa Cornelison Deputy Clerk