

# MINUTES

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



August 5, 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, and other appropriate District Staff

Ms. Connie Fazio led the Pledge of Allegiance.

### APPROVAL OF AGENDA

Commissioner Tobin added a discussion of the General Manager's Resignation and appointment of a new General Manager.

**Motion:** Commissioner Asdourian made a motion to approve the agenda as amended. Commissioner Higgins seconded the motion and the motion passed 5 to 0.

### ENGINEERING REPORT

*On-Site Chemical Generation Presentation by Derek Lubie, President of Electrolytic Technologies Corporation*

Mr. Derek Lubie gave a presentation on the On-Site Chemical Generation System and answered questions from the Board regarding the technology and safety factors. Ed Castle explained the savings it would provide for the District.

### COMMISSIONER'S ITEMS

*Discussion of On-Site Systems*

Margaret Blank explained that the On-Site System Program would be for those properties that are not being served by central wastewater. Ms. Blank and Mr. Christian answered questions from the Board about the Assessment notification that was sent to the On-Site System property owners. Mr. Christian explained this program would be voluntary and that the assessment would be removed should they opt-out.

### GENERAL PUBLIC COMMENT

#### **Name & Address**

John Siler, 11175 CR905, Key Largo  
Nicholas W. Mulick, 91645 Overseas Hwy, Tavernier  
Robert C. Davis, 21 Carysfort Cir, Key Largo

#### **Subject**

On-Site System  
On-Site System  
On-Site System

**PUBLIC HEARING OPENED AT 5PM**

*RESOLUTION NO. 19-08-14*

*A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING AND RESTATING PRELIMINARY ASSESSMENT RESOLUTION (RESOLUTION NO. 11-05-14) RELATING TO THE CONSTRUCTION AND FUNDING OF WASTEWATER COLLECTION, TRANSMISSION, AND TREATMENT FACILITIES WITHIN THE DISTRICT; ESTABLISHING A PUBLIC HEARING TO CONSIDER IMPOSITION OF THE PROPOSED SPECIAL ASSESSMENTS AND THE METHOD OF THEIR COLLECTION; ESTABLISHING PROCEDURES FOR NOTICE AND ADOPTION OF ASSESSMENT ROLLS AND FOR CORRECTION OF ERRORS AND OMISSIONS; DIRECTING THE PROVISION OF NOTICE IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE.*

**PUBLIC COMMENT**

**Name & Address**

Robert C. Davis, 21 Carysfort Cir, Key Largo

France Harzouka, 360 Sound D,r Key Largo

Linda Popp, 95500 Overseas Hwy, Key Largo

Elizabeth A. McNerny, 95525 Overseas Hwy, Key Largo  
(Written comment read into Record by the Clerk)

**Subject**

Public Hearing-Final Assessment Resolution

Public Hearing-Final Assessment Resolution

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**PUBLIC HEARING CLOSED 5:17 PM**

**Motion**      **Commissioner Tobin made a motion to approve Resolution No. 19-08-14 as amended with no new Assessments. 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**

**COMMISSIONER'S ITEMS**

*Meeting in November 2014 between BOCC and KLWTD at the Murray Nelson Government Center and Authorizing Peter Rosasco to Prepare a Funding Analysis Report*

Commissioner Tobin stated that he would like to get a funding analysis reporting the numbers between the County and unincorporated Key Largo out to the Public. Commissioner Tobin

withdrew his request for a meeting between the BOCC and KLWTD in November and requested Bishop, Rosasco & Co to prepare a funding analysis in a presentable binder. Commissioner Majeska suggested presenting the funding analysis at the November BOCC meeting during Public Comment.

**Motion:** Commissioner Tobin made a motion requesting a proposal from Bishop, Rosasco & Co to prepare a funding analysis. 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**

**LEGAL COUNSEL REPORT**

*Update on KLWTD Low Income Charter Amendment*

Ray Giglio informed the Board the Referendum is on the Democratic, Republican and Non Partisan ballot for August 26, 2014.

*RESOLUTION NO. 20-08-14*

*A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, AMENDING SECTION 10.06(1)(i)3)a)vi) OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, GENERAL RULES AND REGULATIONS, AS AMENDED JUNE 18, 2013; AND PROVIDING AN EFFECTIVE DATE.*

*“Mr. Ray Giglio suggested the Board go on the Record that the intention of the Board is that this be applied retroactively to situations coming before the Board, and in particular to the Snapper’s situation.”*

**Motion:** Commissioner Asdourian made a motion to approve Resolution No. 20-08-14. 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**

**RESOLUTION NO. 21-08-14**

**A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING THE KEY LARGO WASTEWATER TREATMENT DISTRICT RULES AND REGULATIONS AND RETIRING RESOLUTION NO. 06-03-13 REGARDING TAX PARCELS PURCHASED BY MONROE COUNTY FOR CONSERVATION PURPOSES; AND PROVIDING AN EFFECTIVE DATE.**

Mr. Christian presented to the Board proposed changes to the Key Largo Wastewater Treatment District's Rules and Regulations, which will govern assessments. After discussion, the Board directed the clerk to move this to action at the August 19, 2014 meeting.

**MEETING EXTENSION**

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

**GENERAL MANAGER'S REPORT**

*Hibiscus Marketing Contract*

Margaret Blank discussed the progress she has made working with Hibiscus Marketing. Chairman Gibbs requested that a copy of the Letter to the Editor that Hibiscus Marketing wrote, outlining the District's funding disparity, be passed out to the Board. After discussion, the Board directed Staff to change the Hibiscus Marketing contract from one year to six months and to change the job functions to focus on funding disparity and public relations. Commissioner Asdourian requested that the term of the contract be changed to reflect the fact that it shall begin on August 5, 2014

**Motion: Commissioner Asdourian made a motion to approve the Hibiscus Marketing Contract as is. Commissioner Higgins seconded the motion.**

**Motion failed for lack of a vote and Commissioner Asdourian amended his Motion.**

**Motion: Commissioner Asdourian made a motion to approve the Hibiscus Marketing Contract as written, changing the contract to six months including Exhibit A. Commissioner Higgins seconded the motion.**

**Vote on Motion**

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

**Motion passed 4 to 1**

**MEETING EXTENSION**

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

*Letter to the Editor*

**Motion:** Commissioner Majeska made a motion to adopt the Letter to the Editor and forward it to local media for publishing.  
Commissioner Asdourian 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 4 to 1**

After the Motion Commissioners' Higgins, Majeska, and Asdourian requested Chairman Gibbs sign the letter.

**Motion:** Commissioner Tobin made a motion to have the General Manager sign the Letter to the Editor.  
**No Second. Motion failed.**

**COMMISSIONER'S ROUNDTABLE**

*General Manager's Position*

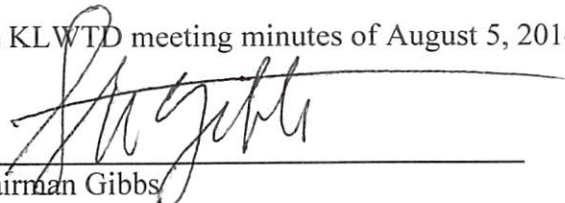
Commissioner Higgins recommended that Paul Christian be appointed General Manager to fill the vacancy left by Margaret Blank's recent resignation announcement.  
Chairman Gibbs suggested that Mr. Christian act as a stand-by Manager during the transition.  
Commissioner Asdourian and Commissioner Majeska suggested bringing the item back to the August 12, 2014 meeting.

Commissioner Tobin withdrew his item regarding the acceptance of the General Manager's Notice of Termination/Resignation effective immediately and the appointment of an acting Manager.

**ADJOURNMENT**

The KLWTD Board adjourned the Board Meeting at 6:55 PM.

The KLWTD meeting minutes of August 5, 2014 were approved on September 2, 2014.

  
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Chairman Gibbs

  
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Melissa Cornelison Deputy Clerk