



Key Largo Wastewater Treatment District  
98880 Overseas Hwy, Key Largo, FL  
Tuesday, March 15, 2016

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## MINUTES

The Key Largo Wastewater Treatment District Board of Commissioners met for their regular scheduled meeting at 4:00 PM on March 15, 2016. Present were Chairman David Asdourian and Commissioners Robert Majeska, Norman Higgins and Stephen Gibbs. Commissioner Andrew Tobin was present via teleconference. Also present were General Manager Paul Christian, General Counsel Ray Giglio, Ed Castle with Weiler Engineering, District Clerk Katherine Jackson, and other appropriate District Staff.

Mr. Chuck Fishburn led the Pledge of Allegiance.

### AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS

- Commissioner Gibbs requested that staff compile a list of all on-going construction projects for the Board and added an update on the grinder pump survey proposals to Commissioner's Roundtable.
- Commissioner Majeska added an update on security at the plant under General Manager's Report.
- Mr. Paul Christian requested the Board recognize visitors after the approval of agenda.

### APPROVAL OF AGENDA

**Motion: Commissioner Gibbs made a motion to approve the agenda as amended and Commissioner Higgins seconded the motion. The motion passed without objection.**

The Board recognized former Commissioner Cris Beaty, former General Manager Chuck Fishburn and former Chief Financial Officer Marty Waits.

### PUBLIC COMMENT

<i>Name and Address</i>	<i>Subject</i>
Sue Heim Key Largo	General Comments on KLWTD

Public Comment: Sue Heim read a letter to the Board, which is attached to these minutes as "Attachment A."

## **APPROVAL OF MINUTES FROM PREVIOUS MEETINGS**

*Minutes of March 8, 2016*

Commissioner Majeska requested clarification with the wording on page 2. Mr. Ray Giglio informed the Board that this was a typographical error and that the sentence should read "...would not be proper to re-bid...."

**Motion: Commissioner Gibbs made a motion to approve the amended Minutes of March 8, 2016, Commissioner Higgins seconded the motion.**

### **Vote on Motion**

Commissioner Gibbs – Aye

Commissioner Higgins – Aye

Commissioner Majeska – Aye

Commissioner Tobin – Aye

Chairman Asdourian – Aye

**Motion Passed: 5 to 0**

## **OPERATIONS REPORT**

*Vacuum Station "E" Tank Replacement (Rehabilitation)*

Operations Manager Chuck Adams presented the results of the non-destructive test performed on the tank at vacuum station "E." Mr. Adams advised the Board that rehabilitation of the tank would be more cost effective than replacement, and he recommended that course of action. Mr. Paul Christian informed the Board that staff will be presenting cost estimates to the Board at a future meeting.

Commissioner Majeska asked whether there were plans to test any other tanks. Staff informed the Board that all of the remaining tanks will be tested and answered additional questions from the Board.

## **ADMIN / CUSTOMER SERVICE REPORT**

*Administration Building Update*

Mr. Rob Bulkiewicz gave a presentation on the status of construction at the administration building and answered questions from the Board.

*Customer Service Report*

Mr. Rob Bulkiewicz presented the February Customer Service Report to the Board and Assessment and Billing Coordinator Diane Bockelman gave a presentation on the Commissioner's Customer Service SewerCare portal. Staff answered questions from the Board.

*Code Compliance – March 2016*

Mr. Rob Bulkiewicz presented the March 2016 code compliance list to the Board and answered questions from the Board.

**GENERAL MANAGER’S REPORT**

*Plant Security*

Commissioner Majeska requested that Mr. Paul Christian give an update on plant security. Mr. Christian informed the Board that since the gate at the front is secured with card access and the gate at the back will soon have it, the security guard services will be suspended beginning March 31, 2016 until construction for the blower upgrade begins.

**BUDGET AND FINANCE REPORT**

*February 2016 Monthly Financial Report*

Senior Finance Manager Connie Fazio presented the monthly financial report and informed the Board that the District’s debt is now below \$50 million. Mr. Paul Christian reported that staff is investigating other banking options so that the District’s funds could be moved into interest-bearing accounts. Staff answered questions from the Board.

**ROUNDTABLE DISCUSSION**

*Final Grinder Pump Survey (Commissioner Gibbs)*

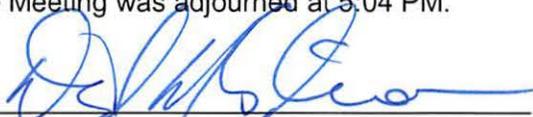
Commissioner Gibbs requested that staff give an update on the final grinder pump survey project. Mr. Paul Christian informed the Board that staff is compiling a list of eligible surveyors. Mr. Ray Giglio addressed Commissioner Majeska’s question regarding sitting commissioners conducting business with the District and informed the Board that it would be a violation of the District’s Charter for a commissioner to have a business relationship with the District. Staff answered additional questions from the Board.

*Supply of Carbon (Commissioner Majeska)*

Mr. Chuck Adams addressed Commissioner Majeska’s concern regarding the purchase of carbon as a filler medium for the District’s odor control system. Mr. Adams stated that the carbon purchases are to replenish the stock kept by the District and answered additional questions from the Board.

**ADJOURNMENT**

The Meeting was adjourned at 5:04 PM.

  
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David Asdourian, Chairman

  
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Katherine Jackson, Clerk

KLWTD Board Meeting 3/15/16

E: Public Comment

Regarding Agenda Item G-1 of the 3/8/16 KLWTD Board Meeting:

As you know this item was not approved. Instead the Bd directed staff to send out again as "re-solicit".

Going forward, this particular item's decision(s) need to be made by the KLWTD Bd, not staff. This is imperative to 1) avoid any appearance of impropriety, and 2) insulate staff from any potential future retribution, and 3) eliminate any opportunity for staff promoting favor.

When this item was last heard, Comm Majeska and the GM seemed to be heavily promoting that Eddie Martinez be awarded the contract, even when apparent that the Bd's will was otherwise.

As the discussions continued it appeared we were watching a "the fix is in" scenario.

Of course it's to staff's future benefit to award Mr Martinez the contract, because he possibly may be one of their bosses next year.

For all these reasons, KLWTD Bd must make the decisions regarding this contract. Staff has to be removed from the award process. The taint of impropriety can not be allowed.

Sue Heim