



Key Largo Wastewater Treatment District  
103355 Overseas Hwy, Key Largo, FL  
Tuesday, May 10, 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 May 10, 2016. Present were Chairman David Asdourian and Commissioners Andrew Tobin, Robert Majeska, Norman Higgins and Stephen Gibbs. 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. Mike Dempsey led the Pledge of Allegiance.

### AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS

- General Counsel Ray Giglio informed the Board that the handouts distributed at the table are from Commissioner Tobin and Commissioner Gibbs for discussion during Commissioner's Roundtable.

### APPROVAL OF AGENDA

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

### PUBLIC COMMENT

<i>Name and Address</i>	<i>Subject</i>
Sue Heim Key Largo	Revised Agenda, Conduct of Meetings, and Minutes

### GENERAL MANAGER'S REPORT

#### *Ratification of Senior Staff Change*

General Manager Paul Christian requested ratification of the termination of Operations Manager Chuck Adams in accordance with the terms of his employment agreement

**Motion: Commissioner Gibbs made a motion ratify the termination of Chuck Adams and 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**

Commissioner Tobin stated that he was pleased with the way Mr. Christian handled Mr. Adams' termination and suggested that terms be added to the General Manager's contract in the future outlining additional procedures for when the General Manager asks a senior staff member for a resignation.

Staff answered questions from the Board. Mr. Christian informed the Board that an update to the District Staffing Plan for the Operations Department would be presented at a future meeting.

**BOARD PRACTICES AND POLICIES WORKSHOP**

*Revised Agenda, Conduct of Meetings and Minutes*

Public Comment: Ms. Sue Heim made various suggestions to the handout provided by Commissioner Gibbs.

The Board discussed the draft revised Board Practices and Polices pertaining to the agenda, conduction of meetings and minutes, and directed Mr. Ray Giglio to make the discussed changes.

**5 MIN BREAK: 5:33 PM**


**EXTENSION: 6:00 PM**

**Motion: Commissioner Gibbs made a motion to extend the meeting 30 minutes. The motion passed without objection.**

**ADJOURNMENT**

The Meeting was adjourned at 6:12 PM.

  
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David Asdourian, Chairman

  
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Katherine Jackson, Clerk