



## MINUTES

The Key Largo Wastewater Treatment District Board of Commissioners met for their regular scheduled meeting at 4:00 PM on February 14, 2017. Present were Chairman David Asdourian and Commissioners Andrew Tobin, Susan Heim, Stephen Gibbs, and Robert Majeska. Also present were General Manager Peter Rosasco with Bishop, Rosasco & Co., General Counsel Ray Giglio, Ed Castle with Weiler Engineering, District Clerk Katherine Jackson, and other appropriate District Staff.

Mr. Chris Sante led the Pledge of Allegiance.

### AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS

- Commissioner Gibbs requested that the General Counsel Employment Contract be removed and that 3 items be added under Roundtable Discussion: 1) Procedure for Hiring a New General Manager, 2) Procedure for Hiring a New General Counsel and 3) Permanently going to 2 meetings per month.
- Commissioner Tobin requested that Proposed Amendment to Practices and Procedures Manual be moved to March 7, 2017.
- Chairman Asdourian added the General Manager Consultant Agreement under Public Comment.
- Mr. Ray Giglio added a discussion of his resignation date under Legal Report.

### APPROVAL OF AGENDA

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

### PUBLIC COMMENT (E)

<i>Name and Address</i>	<i>Subject</i>
Ken Griffin 811 S. Ruby Drive Key Largo, FL	Public Comment
Chris Sante 300 Atlantic Drive Key Largo, FL	Public Comment

Public Comment: Mr. Ken Griffin, a representative of the Silver Shores Homeowners Association, addressed the Board regarding Silver Shore's claim that the District is responsible

for the failure of their wastewater pumps, and their request that the District enter into settlement discussions.

Commissioner Tobin requested that this matter be put on the agenda at a future meeting.

Commissioner Heim recused herself from all future discussions and votes regarding Silver Shores due to a conflict of interest.

Public Comment: Mr. Chris Sante spoke in support of the proposed legislation change to exclude Cross Key/Manatee Bay from the District's boundaries. Mr. Sante answered questions from the Board.

*General Manager Consultant Contract (E-1)*

Chairman Asdourian led a discussion regarding the proposed Consultant Agreement with Bishop, Rosasco & Co., by the terms of which, Peter Rosasco will act as, and discharge the duties of, the District's General Manager. Mr. Rosasco addressed the Board, discussed his qualifications for the position, and answered questions from the Board.

**Motion: Commissioner Gibbs made a motion to accept the Consultant Agreement with Bishop, Rosasco and Co., by the terms of which, Mr. Peter Rosasco will provide General Manager Services to the District for an amount not to exceed \$7,500 per month, and Commissioner Tobin seconded the motion.**

**Vote on Motion**

Commissioner Gibbs –	Aye
Commissioner Tobin –	Aye
Commissioner Majeska –	Aye
Commissioner Heim –	Aye
Chairman Asdourian –	Aye
<b>Motion Passed: 5 to 0</b>	

**OPERATIONS REPORT**

*Air Line Upgrades (F-1)*

Mr. Jered Primicerio, Plant Operations Manager, gave a presentation regarding the loud noise heard at the plant on January 1, 2017 and the recent upgrades to the air lines on the SBR tanks. Staff answered questions from the Board.

**LEGAL REPORT**

*General Counsel Resignation Date (G-1)*

Commissioner Heim led the discussion regarding Mr. Ray Giglio's resignation date and stated that effective March 1, 2017 – the end of his 60-day contract extension – she would like Mr. Giglio to be paid on an hourly, rather than a monthly, basis for any further legal services. Mr. Giglio stated that he had reservations about how an hourly billable rate would impact his availability to staff.

The Board requested further discussions to continue under H-2.

## **ROUNDTABLE DISCUSSION**

### *Unfinished Business (H-1)*

The Board did not discuss *Unfinished Business*.

### *Procedure for Hiring a New General Counsel (Commissioner Gibbs) (H-2)*

Commissioner Gibbs stated that he would like the Board to establish a procedure for hiring a new General Counsel for the District. Chairman Asdourian suggested that Mr. Peter Rosasco be given an opportunity to gather information on the District's needs and to bring that information back to the Board at a future meeting. The Board discussed various suggestions and options for hiring a new attorney, and staff answered questions from the Board.

The Board requested that this item be brought back at a future meeting.

### *Procedure for Hiring a New General Manager (Commissioner Gibbs) (H-3)*

Commissioner Heim led the discussion regarding a procedure for hiring a new General Manager, and suggested that criteria, a committee, and a time frame should be decided upon. Commissioner Majeska suggested that Mr. Peter Rosasco should be given time to gather information on the District's needs.

The Board requested that this item be brought back at a future meeting.

### *2 Meetings Per Month (Commissioner Gibbs)*

Commissioner Gibbs requested that the Board consider permanently going to 2 meetings per month instead of 3, and suggested that the new schedule be implemented in April or May.

Commissioner Majeska requested that Mr. Ray Giglio and Mr. Ed Castle analyze the Silver Shores situation. Commissioner Tobin suggested that Mr. Giglio speak with the Silver Shores attorney about this matter and requested that the letters between the Silver Shores attorney and Mr. Ray Giglio be resent to the Board.

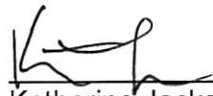
Commissioner Heim stated that she had determined that her request that the draft agenda be released to commissioners and the public a week prior to a meeting was unworkable, and she requested that the agenda just be published a day earlier – on Thursdays instead of Fridays.

**ADJOURNMENT**

The Meeting was adjourned at 5:29 PM.

  
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David Asdourian, Chairman

  
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Katherine Jackson, Clerk