



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, June 16, 2020

MINUTES

CALL TO ORDER (A)

Chairman Asdourian called the meeting to order at 4:00 PM.

PLEDGE OF ALLEGIANCE (B)

Ms. Kay Cullen led the Pledge of Allegiance.

ROLL CALL (C)

Present were Chairman David Asdourian and Commissioners Nicolas Rodriguez, Robert Majeska, Andrew Tobin, and Susan Heim. Also present were General Manager, Peter Rosasco; General Counsel, Nicholas Mulick; Clerk, Diane Bockelman; Department Manager, Connie Fazio; and District Engineers, Ed Castle and Steve Suggs. Department Managers, Ryan Dempsey, Mike Dempsey, Jered Primicerio; and Senior Support Analyst, Kevin Becerra appeared virtually.

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Approval of Agenda (D-1)

- Commissioner Rodriguez requested an addition of Item N-1, *Update on the County's Road Raising Plans*.
- Commissioner Majeska requested Item H-4 be changed to discussion.
- Ms. Bockelman requested Item I-1 be postponed to the July 21, 2020 agenda.

Motion: Commissioner Heim made a motion to approve the agenda as amended. Commissioner Majeska seconded the motion. The motion passed without objection.

PUBLIC COMMENT (E)

No speakers.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS (F)

Minutes of June 2, 2020 (F-1)

Motion: Commissioner Rodriguez made a motion to approve the minutes of the June 2, 2020 meeting. Commissioner Majeska seconded the motion. The motion passed without objection.

GENERAL MANAGER'S REPORT (G)

No report.

BUDGET AND FINANCE REPORT (H)

Procurement Policy Discussion (H-1)

Mr. Rosasco announced that staff will be revising the District's Procurement Policy and will bring to the Board for review and approval.

Additional Debt Reduction Payment (H-2)

Mr. Rosasco recommended approval of an additional debt reduction payment in the amount of \$2,125,000.

Motion: Commissioner Rodriguez made a motion to approve a debt reduction payment in the amount of \$2,125,000. Commissioner Heim seconded the motion.

Vote on Motion

Commissioner Rodriguez - Aye
Commissioner Heim - Aye
Commissioner Majeska - Aye
Commissioner Tobin - Nay
Chairman Asdourian - Aye
Motion Passed: 4 to 1

Grau and Associates Financial Audit – Contract Extension (H-3)

Mr. Rosasco announced that the contract with Grau and Associates for financial audit services expires fiscal year 2019. The current contract allows for an extension of up to three years with an increase of \$500 per year. Mr. Rosasco submitted a proposed contract exercising the District's right to extend the current contract.

Motion: Commissioner Heim made a motion to approve the May 27, 2020 Grau and Associates agreement. Commissioner Tobin seconded the motion.

Vote on Motion

Commissioner Heim - Aye
Commissioner Tobin - Aye
Commissioner Rodriguez - Aye
Commissioner Majeska - Aye
Chairman Asdourian - Aye
Motion Passed: 5 to 0

FY20 Engineering Work Authorizations (H-4)

Mr. Suggs presented a request for amendments to the four fiscal year 2020 Work Authorizations for an addition of \$78,752.11.

The Chairman requested that Weiler present details and billings for a previously approved capital project at a future meeting.

ADMIN AND CUSTOMER SERVICE REPORT (I)

No report.

OPERATIONS REPORT (J)

No report.

CONSTRUCTION REPORT (K)

No report.

ENGINEER’S REPORT (L)

No report.

LEGAL REPORT (M)

Item M-1 was discussed after N-1 due to time certain requirements.

COMMISSIONERS’ ITEMS (N)

Update on the County’s Road Raising Plans (N-1)

Commissioner Rodriguez asked for an update on the County’s road raising project. Mr. Rosasco reported that the District is reviewing the design plans. A meeting is planned to discuss the plans and financial responsibilities with the County’s team.

LEGAL REPORT (M)

Attorney-Client Closed Session to Discuss Big Chill Litigation Case No. 19-CA-175-P Time Certain at 5:00 PM (M-1)

Public Meeting Closed at 5:02 PM

Chairman Asdourian closed the public meeting and opened the Attorney-Client closed session to discuss the matter of Fisherman’s Restaurant and Conference Center, LLC, Senor Frijoles, LLC, and Big Chill, LLC, vs. Key Largo Wastewater Treatment District, Case Number 19-CA-175-P.

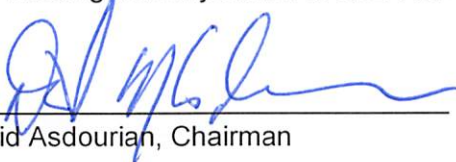
Present were Chairman David Asdourian; Commissioners Nicolas Rodriguez, Robert Majeska, Andrew Tobin, and Susan Heim; General Manager, Peter Rosasco; General Counsel, Nicholas Mulick; and a court reporter.

ROUNDTABLE DISCUSSION (O)

Unfinished Business (O-1)

ADJOURNMENT (P)

The Meeting was adjourned at 5:02 PM.



David Asdourian, Chairman



Diane Bockelman, Clerk
Seal

