



Key Largo Wastewater Treatment District  
103355 Overseas Hwy, Key Largo, FL  
Tuesday, December 15, 2020

## MINUTES

### CALL TO ORDER (A)

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

### PLEDGE OF ALLEGIANCE (B)

Mr. Windsor Coffin led the Pledge of Allegiance.

### ROLL CALL (C)

Present were: Chairman Nicolas Rodriguez, Commissioners David Thompson, Susan Heim, and Kay Cullen; General Manager, Peter Rosasco; General Counsel, Nicholas Mulick; and Clerk, Diane Bockelman. Appeared virtually: Commissioner Andrew Tobin; Department Managers, Connie Fazio, Ryan Dempsey and Jered Primicerio; District Engineer, Ed Castle; HR Coordinator, Laura Weinstock; and Senior Support Analyst, Kevin Becerra.

### AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

#### *Approval of Agenda (D-1)*

- Mr. Rosasco requested an addition of Item G-4, *Village Council Tour*.
- Mr. Mulick requested an addition of Item M-1, *Request for Attorney-Client Closed Session to Discuss Big Chill Litigation Case*.

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

### PUBLIC COMMENT (E)

- Windsor Coffin spoke on agenda item G-3.
- Matthew Skinner spoke on agenda item G-3.
- Robert Davis spoke on agenda item G-3.

### APPROVAL OF MINUTES OF PREVIOUS MEETINGS (F)

#### *Minutes of December 1, 2020 (F-1)*

**Motion:** Commissioner Heim made a motion to approve the minutes of the December 1, 2020 meeting. Commissioner Thompson seconded the motion. The motion passed without objection.

## **GENERAL MANAGER'S REPORT (G)**

### *COVID-19 Update (G-1)*

Mr. Rosasco presented findings from the COVID-19 testing of wastewater samples. The Board requested testing frequency be reduced.

### *October 2020 Monthly Report (G-2)*

Mr. Primicerio, Plant Operations Manager, presented the wastewater treatment plant section. Mr. Ryan Dempsey, Maintenance Manager, presented the maintenance section. Mr. Castle presented the construction section. Mr. Becerra presented the IT section. Ms. Bockelman presented the administration and customer service section. Ms. Connie Fazio, Senior Finance Manager, presented the finance section.

### *Remote Service Update (G-3)*

#### *Public Comment*

Jim Post spoke on this item.

Mr. Rosasco reported that he's working with local and state government entities regarding properties having received DOH compliance letters.

Chairman Rodriguez stated that the District will not provide wastewater service to the parcels and that the Department of Health is the regulating agency that determines if fines will be imposed.

Mr. Rosasco will speak with the interested parcel owners of properties on North CR-905 that received compliance letters from the Department of Health and continue discussions with other agencies.

An update will be provided at the January 19, 2020 Board meeting.

### *Village Council Tour (G-4)*

Mr. Rosasco announced that the Islamorada, Village of Islands five new council members toured the District's Wastewater Treatment Plant.

## **BUDGET AND FINANCE REPORT (H)**

No report.

## **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)**

*Request for Attorney-Client Closed Session to Discuss Big Chill Litigation Case (M-1)*

Mr. Mulick requested an attorney-client closed session regarding 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, to be held on January 5, 2021 at 5:00 PM.

**COMMISSIONERS’ ITEMS (N)**

No report.

**ROUNDTABLE DISCUSSION (O)**

*Unfinished Business (O-1)*

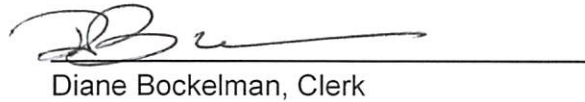
**ADJOURNMENT (P)**

The Meeting was adjourned at 6:00 PM.



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Nicolas Rodriguez, Chairman



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Diane Bockelman, Clerk

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