



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, January 23, 2024

MINUTES

CALL TO ORDER (A)

Chairman Nicolas Rodriguez called the meeting to order at 4:01 PM.

PLEDGE OF ALLEGIANCE (B)

Mr. David Ritz led the Pledge of Allegiance.

ROLL CALL (C)

Present were: Chairman Nicolas Rodriguez; Commissioners Sue Heim, Robert Majeska, Tim Maloney, and Philip Schwartz

Also present; General Manager Peter Rosasco; General Counsel Nicholas Mulick; District Clerk Shannon McCully; Finance Manager Connie Fazio; Plant/Facilities Manager Ryan Dempsey; Field Manager; Mike Dempsey; Weiler Engineering Ed Castle, Steve Suggs, and Jessica Huff; IT Support Manny Santana

Appeared Virtually: Project Administration and HR Coordinator Laura Weinstock; IT Consultants David Soper and Randy Redmond; Lead Plant Operator Jerry Baker

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Approval of Agenda (D-1)

Mr. Mulick requested the addition of item *O-2 MJ Wood Update*

Motion: Commissioner Maloney made a motion to approve the agenda as amended. Commissioner Schwartz seconded the motion. Motion passed without objection.

PUBLIC COMMENT (E)

Name and Address

David Ritz, Key Largo

Subject

Spoke against removing the 12,000 Gallon Cap.

APPROVAL OF MINUTES (F)

Minutes of January 9, 2024 (F-1)

Motion: Commissioner Heim made a motion to approve the minutes of January 9, 2024. Commissioner Maloney seconded the motion. Motion passed without objection.

GENERAL MANAGER (G)

FY23 Financial Audit Schedule (G-1)

Mr. Rosasco presented the Financial Audit Schedule for 2023. The Board appointed Commissioner Schwartz to meet with the auditor.

Florida Keys Day Flyer (G-2)

Mr. Rosasco presented the Florida Keys Day flyer for 2024.

CUSTOMER SERVICE (H)

Customer Service Report - December 2023 (H-1)

Ms. Fazio presented the Customer Service Report for December 2023.

IT (I)

IT Report - December 2023 (I-1)

Mr. Redmon presented the IT Report for December 2023.

ADA Website PDF Remediation for KLWTD (I-2)

Mr. Soper presented ADA Website PDF Remediation options.

Motion: Commissioner Majeska made a motion to approve the Link2City and 1 year document retention option. Commissioner Maloney seconded the motion.

Vote on Motion:

Commissioner Majeska – Aye

Commissioner Maloney – Aye

Commissioner Schwartz – Aye

Commissioner Heim – Aye

Chairman Rodriguez – Aye

BUDGET AND FINANCE (J)

Budget and Finance Report - December 2023 (J-1)

Ms. Fazio presented the Budget and Finance Report for December 2023.

FIELD (K)

Field Report - December 2023 (K-1)

Mr. Dempsey presented the Field Report for December 2023.

PLANT/FACILITIES (L)

Plant/Facilities Report -December 2023 (L-1)

Mr. Dempsey presented the Plant/Facilities Report for December 2023.

CAPITAL PROJECTS (M)

Capital Projects Report - December 2023 (M-1)

Ms. Huff presented the Capital Projects Report for December 2023.

KLWTD Keys Holding Lift Station Change Order #2 - Time Only Extension (M-2)

Mr. Suggs presented Change Order #2 for the Keys Holding Lift Station Project for approval.

Motion: Commissioner Maloney made a motion to approve Change Order #2. Commissioner Heim seconded the motion.

Vote on Motion:

Commissioner Maloney – Aye

Commissioner Heim – Aye

Commissioner Schwartz – Aye

Commissioner Majeska – Aye

Chairman Rodriguez – Aye

KLWTD Collection System Monitoring Change Order #3 (M-3)

Mr. Suggs presented Change Order #3 for the Collection System Monitoring Project for

approval.

Motion: Commissioner Maloney made a motion to approve the request.
Commissioner Majeska seconded the motion.

Vote on Motion:

Commissioner Maloney – Aye
Commissioner Majeska – Aye
Commissioner Schwartz – Aye
Commissioner Heim – Aye
Chairman Rodriguez – Aye

KLWTD Collection System Monitoring Change Order #4 (M-4)

Mr. Suggs presented Change Order #4 for the Collection System Monitoring Project for approval.

Motion: Commissioner Heim made a motion to approve the request. Commissioner Maloney seconded the motion.

Vote on Motion:

Commissioner Heim – Aye
Commissioner Maloney – Aye
Commissioner Schwartz – Aye
Commissioner Majeska – Aye
Chairman Rodriguez – Aye

ENGINEERING (N)

No Report in agenda.

LEGAL REPORT (O)

South Cliff Holdings LLC - 95295 Overseas Hwy (Reso. 01-2024) (O-1)

Mr. Mulick presented Resolution 01-2024.

Motion: Commissioner Heim made a motion to adopt Resolution 01-2024.
Commissioner Maloney seconded the motion.

Vote on Motion:

Commissioner Heim – Aye
Commissioner Maloney – Aye
Commissioner Schwartz – Aye
Commissioner Majeska – Aye
Chairman Rodriguez – Aye

MJ Wood Update (O-2)

Mr. Mulick updated the Board on the status of the MJ Wood matter.

COMMISSIONER ITEMS (P)

No report in agenda.

ROUNDTABLE DISCUSSION (Q)

No report in agenda.

ADJOURNMENT (R)

The meeting was adjourned at 6:07 pm.



Nicolas Rodriguez, Chairman



Shannon McCully, Clerk

