



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, February 20, 2024

MINUTES

CALL TO ORDER (A)

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

PLEDGE OF ALLEGIANCE (B)

Commissioner Tim Maloney 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 and Jessica Huff; IT Support Manny Santana

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

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Approval of Agenda (D-1)

Commissioner Majeska requested the addition of item *Q-1 Ethics Training*

Commissioner Heim requested the addition of items *O-1 South Cliff Update* and *P-1 RAD Update*

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

PUBLIC COMMENT (E)

No Speakers.

APPROVAL OF MINUTES (F)

Minutes of February 6, 2024 (F-1)

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

GENERAL MANAGER (G)

No report in agenda.

CUSTOMER SERVICE (H)

Customer Service Report - January 2024 (H-1)

Ms. Fazio presented the Customer Service monthly report.

IT (I)

IT Report - January 2024 (I-1)

Mr. Santana presented the IT monthly report.

BUDGET AND FINANCE (J)

Budget and Finance Report - January 2024 (J-1)

Ms. Fazio presented the Budget and Finance monthly report.

FIELD (K)

Field Report - January 2024 (K-1)

Mr. M. Dempsey presented the Field monthly report.

PLANT/FACILITIES (L)

Plant/Facilities Report - January 2024 (L-1)

Mr. R. Dempsey presented the Plant/Facilities monthly report.

Motive Pump Purchase (L-2)

Mr. R. Dempsey requested approval for the motive pump quote from Hudson Pump & Equipment.

**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**

CAPITAL PROJECTS (M)

Capital Projects Report - January 2024 (M-1)

Ms. Huff presented the Capital Projects monthly report.

KLWTD VPS Mods CO #3 Piping Owner Direct Purchase (Deductive) (M-2)

Ms. Huff requested approval of Change Order #3.

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

Vote on Motion:

**Commissioner Maloney – Aye
Commissioner Heim – Aye
Commissioner Majeska – Aye
Commissioner Schartz – Aye
Chairman Rodriguez – Aye**

Publication of ITB for Grinder Pump Lateral Kits Upgrades Project (M-3)

Mr. Castle requested approval to publish an ITB for grinder pump lateral kit upgrades.

Motion: Commissioner Heim made a motion to approve item M-3.
Commissioner Maloney seconded the motion.

Vote on Motion:

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

ENGINEERING (N)

No report in agenda.

LEGAL REPORT (O)

South Cliff Update (O-1)

Mr. Mulick discussed the District's options if South Cliff Estates does not pay their invoice within 30 days.

COMMISSIONER ITEMS (P)

RAD Update (P-1)

Commissioner Heim reported on the Radiological Training event she attended on 02/20/2024 and discussed KLWTD's responsibilities.

ROUNDTABLE DISCUSSION (Q)


Ethics Training (Q-1)

Mr. Majeska discussed the required 4-hour Ethics Training.

ADJOURNMENT (R)

The meeting was adjourned at 5:39 pm.



Nicolas Rodriguez, Chairman

Shannon McCully, Clerk