



Key Largo Wastewater Treatment District  
103355 Overseas Hwy, Key Largo, FL  
Tuesday, June 18, 2024

## MINUTES

### CALL TO ORDER (A)

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

### PLEDGE OF ALLEGIANCE (B)

Mr. Rudy Perez led the Pledge of Allegiance.

### ROLL CALL (C)

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

Present Virtually: Commissioner Philip Schwartz (non-voting)

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; Field Supervisor Rudy Perez; Weiler Engineering Steve Suggs and Lexi Connor; IT Support Manny Santana and Randy Redmond.

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

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

*Approval of Agenda (D-1)*

Mr. Rosasco requested the addition of item *G-2 Key Largo Fisheries*  
Commissioner Majeska requested the addition of item *O-1 Financial Form Requirement*

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

### PUBLIC COMMENT (E)

*Name and Address*

Roger Cabrera, Key Largo

*Subject*

Requested payment of plumbing bill

### APPROVAL OF MINUTES (F)

*Minutes of May 21, 2024 (F-1)*

**Motion:** Commissioner Maloney made a motion to approve the minutes of May 21, 2024. Commissioner Heim seconded the motion. Motion passed without objection.

**GENERAL MANAGER (G)**

*Islamorada NPK Update (G-1)*

Mr. Rosasco discussed his meeting with The Village of Islamorada staff and KLWTD staff regarding the North Plantation Key Booster Pump Station Project.

*Key Largo Fisheries (G-2)*

Mr. Rosasco informed the Board that Key Largo Fisheries planned to appear before the Board on July 2, 2024.

**CUSTOMER SERVICE (H)**

*Customer Service Report – May 2024 (H-1)*

Ms. Fazio presented the Customer Service monthly report.

**IT (I)**

*IT Report – May 2024 (I-1)*

Mr. Redmon presented the IT monthly report.

**BUDGET AND FINANCE (J)**

*Budget and Finance Report – May 2024 (J-1)*

Ms. Fazio presented the Budget and Finance monthly report.

**FIELD (K)**

*Field Report – May 2024 (K-1)*

Mr. Perez presented the Field monthly report.

**PLANT/FACILITIES (L)**

*Vacuum Pump Soft Starter Purchase (L-1)*

Mr. Dempsey requested approval for the vacuum pump soft starter proposal from Rexel.

**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 Majeska – Aye  
Chairman Rodriguez – Aye**

**CAPITAL PROJECTS (M)**

*Capital Projects Report – May 2024 (M-1)*

Mr. Suggs presented the Capital Projects monthly report.

*FDEP Sea Level Rise Resilience Program (M-2)*

Mr. Suggs requested approval to research the program including KLWTD's eligibility and apply for the FDEP Sea Level Rise Resilience Program.

**Motion:**            **Commissioner Maloney made a motion to move forward to apply for the  
grant. Commissioner Majeska seconded the motion.**

**Vote on Motion:**

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

**ENGINEERING (N)**

*Grinder Pump Lateral Kit Upgrades Recommendation of Award (N-1)*

Mr. Suggs requested approval for the recommendation of award for the Grinder Pump Lateral Kit Upgrade project to Page Excavating.

**Motion:** Commissioner Maloney made a motion to approve the request subject to Page Excavating providing proper insurance. Commissioner Majeska seconded the motion.

**Vote on Motion:**

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

**LEGAL REPORT (O)**

*Financial Form (O-1)*

Mr. Majeska requested clarification on the required Financial Disclosure Form F1 vs F6.

**COMMISSIONER ITEMS (P)**

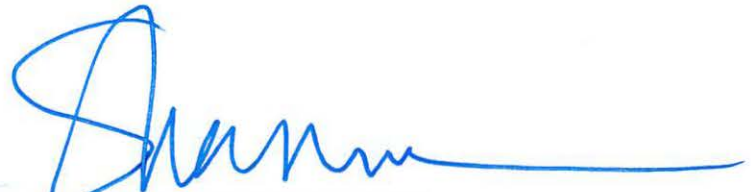
No report in agenda.

**ROUNDTABLE DISCUSSION (Q)**

Commissioner Heim withdrew her IT request submitted at the May 21, 2024, Board meeting.

**ADJOURNMENT (R)**

The meeting was adjourned at 6:14 p.m.

  
\_\_\_\_\_  
Nicolas Rodriguez, Chairman  
\_\_\_\_\_  
Shannon McCully, Clerk