

Key Largo Wastewater Treatment District Board of Commissioners Meeting Agenda Item Summary

Meeting Date:
January 21, 2025

Agenda Item Number: F-1

Action Required:
Yes

Department:
Legal

Sponsor:
Nick Mulick

Subject:
Minutes of January 7, 2025

Summary:
Staff to present the minutes of January 7, 2025, for approval.

<u>Reviewed / Approved</u>	<u>Financial Impact</u>	<u>Attachments</u>
Operations: _____	\$	1. Minutes
Administration: _____		
Finance: _____	Funding Source:	
District Counsel: _____	N/A	
District Clerk: _____	Budgeted:	
Engineering: _____	N/A	

Approved By: _____
General Manager



Date: 1-16-25



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, January 7, 2025

MINUTES

CALL TO ORDER (A)

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

PLEDGE OF ALLEGIANCE (B)

Ms. Shannon McCully 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; Field Manager Rudy Perez; Plant/Facilities Manager Ryan Dempsey; Weiler Engineering Ed Castle, Steve Suggs, and Lexi Connor; IT Support Manny Santana

Appeared Virtually: Project Administration and HR Coordinator Laura Weinstock

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Approval of Agenda (E-1)

Commissioner Majeska requested item *P-2* be used as back-up documentation for item *G-1* and the addition of item *P-3 Collection System Action Plan*

Commissioner Heim requested the addition of items *P-4 Rule Workshop Next Date*, *P-5 In/Out Discussion*, *Q-1 Wounded Warrior Ride*, and *Q-2 WQPP Meeting Date*

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

PUBLIC COMMENT (E)

Name and Address
John Simpson

Subject
94000 Overseas Hwy.

APPROVAL OF MINUTES (F)

Minutes of November 19, 2024 (G-1)

Commissioner Majeska requested the Raftelis Rate Study Memo be included in the minutes.

Motion: Commissioner Majeska made a motion to approve the

minutes of December 17, 2024, as amended. Commissioner Schwartz seconded the motion. Motion passed without objection.

GENERAL MANAGER (G)

12,000 Gallon Cap – Discussion (G-1)

The Board discussed removing the 12,000-gallon residential cap.

Rafelis Rate Study – Discussion (G-2)

The Board discussed the Rafelis Rate Study.

CUSTOMER SERVICE (H)

No report in agenda.

IT (I)

No report in agenda.

BUDGET AND FINANCE (J)

No report in agenda.

FIELD (K)

No report in agenda.

PLANT/FACILITIES (L)

Plant/Facilities Report – November 2024 (L-1)

Mr. Dempsey presented the Plant/Facilities monthly report.

Fleet Purchase (L-2)

Mr. Dempsey requested approval for the purchase of 2 new Field Service Trucks.

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 Schwartz – Aye
Chairman Majeska – Aye
Chairman Rodriguez – Aye

CAPITAL PROJECTS (M)

No report in agenda.

ENGINEERING (N)

No report in agenda.

LEGAL REPORT (O)

No report in agenda.

COMMISSIONER ITEMS (P)

Islamorada Rate and Cost of Treatment (P-1)

Commissioner Majeska discussed KLW current ILA with Islamorada.

12,000 Gallon Cap – Commissioner Discussion (P-2)
Presented with G-1.

Collection System Action Plan (P-3)
Commissioner Majeska requested information on the Collection System Action Plan and requested to meet with DEP at Florida Keys Day 2025.

Rules Workshop Next Date (P-4)
The Board scheduled KLWTD's Rules and Regulations Workshop for January 14, 2025. At 4 PM.

In/Out Discussion (P-5)
Commissioner Heim requested Board input for editing KLWTD's Rules and Regulations.

ROUNDTABLE DISCUSSION (Q)

Wounded Warrior Ride (Q-1)
Commissioner Heim discussed the Wounded Warrior Ride on, January 10, 2025.

WQPP Meeting Date (Q-2)
Commissioner Heim informed the Board the next WQPP meeting is scheduled for, March 12, 2025.

ADJOURNMENT (R)

The meeting was adjourned at 6:03 p.m.

Nicolas Rodriquez, Chairman

Shannon McCully, Clerk

Seal _____