



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, September 16, 2025

MINUTES

CALL TO ORDER (A)

Chairman Nicolas Rodriguez called the meeting to order at 4:04 p.m.

PLEDGE OF ALLEGIANCE (B)

Mr. Adam Baptiste led the Pledge of Allegiance.

ROLL CALL (C)

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

Present Virtually (non-voting): Commissioner 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; WWTP Lead Operator Adam Baptiste; Weiler Engineering Lexi Connor; IT Support Manny Santana

Appeared Virtually: IT Support Randy Redmond

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Approval of Agenda (D-1)

Mr. Rosasco requested the addition of item *G-2 MJ Wood Maintenance Contract Update*
Commissioner Heim requested the addition of item *P-1 South Cliff Update*

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

PUBLIC COMMENT (E)

No speakers.

APPROVAL OF MINUTES (F)

Minutes of September 2, 2025 (F-1)

Motion: Commissioner Majeska made a motion to approve the Minutes of September 2, 2025. Commissioner Maloney seconded the motion. Motion passed without objection.

GENERAL MANAGER (G)*FDEP Plant Inspection (G-1)*

Mr. Rosasco presented the FDEP Plant Inspection.

MJ Wood Maintenance Contract Update (G-2)

Mr. Rosasco informed the Board of the current status of KLWTD's maintenance contract with MJ Wood.

IT (H)*IT Report – August 2025 (H-1)*

Mr. Santana presented the IT monthly report.

CUSTOMER SERVICE (I)*Customer Service Report – August 2025 (I-1)*

Ms. Fazio presented the Customer Service monthly report.

BUDGET AND FINANCE (J)*Budget and Finance Report – August 2025 (J-1)*

Ms. Fazio presented the Budget and Finance monthly report.

FIELD (K)

No report in agenda.

PLANT/FACILITIES (L)

No report in agenda.

CAPITAL PROJECTS (M)*Capital Projects Report – August 2025 (M-1)*

Ms. Connor presented the Capital Projects monthly report.

ENGINEERING (N)

No report in agenda.

LEGAL REPORT (O)*Amendment to General Counsel Agreement (O-1)*

Mr. Mulick presented a proposed amendment to the General Counsel Agreement.

Motion: **Commissioner Heim made a motion approve item O-1.**
 Commissioner Maloney seconded the motion.

Vote on Motion:

Commissioner Heim – Aye

Commissioner Maloney – Aye

Commissioner Majeska – Aye

Chairman Rodriguez – Aye

Amendment to General Counsel Agreement (O-2)

Mr. Mulick presented a proposed amendment to the General Manager Agreement.

Motion: Commissioner Maloney made a motion approve item O-2.
Commissioner Heim seconded the motion.

Vote on Motion:

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

Amendment to Finance Director Agreement (O-3)

Mr. Mulick presented a proposed amendment to the Finance Director Agreement.

Motion: Commissioner Majeska made a motion approve item O-3.
Commissioner Maloney seconded the motion.

Vote on Motion:

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

COMMISSIONER ITEMS (P)

South Cliff Update (P-1)

The Board directed Mr. Mulick to contact the County Attorney and request that he confirm in writing whether it is the County's intention to the SIC balance.

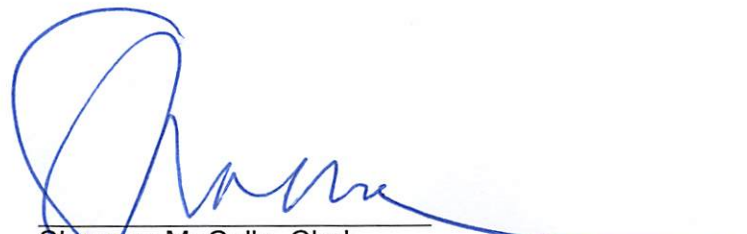
ROUNDTABLE DISCUSSION (Q)

ADJOURNMENT (R)

The meeting was adjourned at 5:22 p.m.



Nicolas Rodriguez, Chairman



Shannon McCully, Clerk

