

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

Meeting Date:

November 18, 2025

Agenda Item Number: F-1

Action Required:

Yes

Department:

Legal

Sponsor:

Nick Mulick

Subject:

Minutes of November 4, 2025

Summary:

Staff to present the minutes of November 4, 2025, for approval.

Reviewed / Approved

Operations: _____

Administration: _____

Finance: _____

District Counsel: _____

District Clerk: _____

Engineering: _____

Financial Impact

\$

Funding Source:

N/A

Budgeted:

N/A

Attachments

1. Minutes

Approved By: _____

General Manager



Date: 11/13/2025



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, November 4, 2025

MINUTES

CALL TO ORDER (A)

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

PLEDGE OF ALLEGIANCE (B)

Commissioner Sue Heim led the Pledge of Allegiance.

ROLL CALL (C)

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

Present Virtually (voting): Commissioner Philip Schwartz

Also present: General Manager Peter Rosasco; General Counsel Nicholas Mulick; District Clerk Shannon McCully; Field Manager Rudy Perez; Plant/Facilities Manager Ryan Dempsey; WWTP Lead Operator Adam Baptiste; Weiler Engineering Steve Suggs and Richard Lindsay; IT Support Manual Santana

Appeared Virtually: Finance Manager Connie Fazio; Project Administration and HR Coordinator Laura Weinstock; IT Support Randy Redmond

ANNUAL ELECTION OF BOARD OFFICERS (D)

Chairman

Commissioner Majeska nominated himself for the office of Chairman.

Commissioner Heim nominated Nicolas Rodriguez for the office of Chairman.

Nicolas Rodriguez was elected Chairman of Key Largo Wastewater Treatment District.

Vice-Chairman

Commissioner Heim nominated Timothy Maloney for the office of Vice-Chairman. Timothy Maloney was elected Vice-Chairman of Key Largo Wastewater Treatment District.

Secretary/Treasurer

Commissioner Heim nominated herself for the office of Secretary/Treasurer. Commissioner Sue Heim was elected Secretary/Treasurer of Key Largo Wastewater Treatment District.

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (E)

Approval of Agenda (E-1)

Commissioner Majeska requested the addition of item *H-1 Islamorada*

Commissioner Schwartz requested the addition of item *Q-1 Participation in Wastewater Organizations*

Commissioner Heim requested the addition of items *Q-2 Injection RAI* and *Q-3 DEP Award*

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

PUBLIC COMMENT (F)

No speakers.

APPROVAL OF MINUTES (G)

Minutes of October 21, 2025 (G-1)

Motion: Commissioner Maloney made a motion to approve the Minutes of October 21, 2025. Commissioner Heim seconded the motion. Motion passed without objection.

GENERAL MANAGER (H)

Islamorada (H-1)

Commissioner Majeska requested additional information regarding the DEP Consent Order sent to the Village of Islamorada.

IT (I)

No report in agenda.

CUSTOMER SERVICE (J)

No report in agenda.

BUDGET AND FINANCE (K)

No report in agenda.

FIELD (L)

Field Report – September 2025 (L-1)

Mr. Perez presented the Field monthly report.

PLANT/FACILITIES (M)

Plant/Facilities Report – September 2025 (M-1)

Mr. Dempsey presented the Plant/Facilities monthly report.

CAPITAL PROJECTS (N)

No report in agenda.

ENGINEERING (O)

No report in agenda.

LEGAL (P)

Conservation Parcel Waiver Request – AK No's. 1631965 and 1631973 - Resolution No. 19-2025 (P-1)

Mr. Mulick presented Resolution 19-2025.

Motion: Commissioner Heim made a motion to adopt Resolution 19-2025. Commissioner Maloney seconded the motion.

Vote on Motion:

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

COMMISSIONER ITEMS (Q)

Participation in Wastewater Organizations (Q-1)

Commissioner Schwartz requested Board direction to bring additional information about Wastewater Organizations to the Board at a future Board meeting.

Injection RAI (Q-2)

Commissioner Heim requested a specific GL Code be setup titled Injection Well Project.

DEP Award (Q-3)

Commissioner Heim discussed the Stillwright Point DEP Grant Funding.

ROUNDTABLE DISCUSSION (R)

Commissioner Majeska requested information on the meeting scheduled with Gilbert's Resort.

ADJOURNMENT (S)

The meeting was adjourned at 5:33 p.m.

Nicolas Rodriguez, Chairman

Shannon McCully, Clerk

Seal _____