

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

Meeting Date:
February 3, 2026

Agenda Item Number: F-1

Action Required:
Yes

Department: Legal
Sponsor: Nick Mulick

Subject:
Minutes of January 20, 2026

Summary:
Staff will present the minutes of January 20, 2026, 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:  Date: 1-29-26
General Manager



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, January 20, 2026

MINUTES

CALL TO ORDER (A)

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

PLEDGE OF ALLEGIANCE (B)

Mr. Nicholas Mulick led the Pledge of Allegiance.

ROLL CALL (C)

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

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 Steve Suggs and Richard Lindsay; IT Support Manual Santana

Present Virtually: Project Administration and HR Coordinator Laura Weinstock

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Approval of Agenda (D-1)

Commissioner Schwartz requested the addition of item *P-1 WEF*

Commissioner Majeska requested the addition of item *P-2 Drinking Water Test*

Commissioner Heim requested the addition of item *P-3 RAD*

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 December 16, 2025 (F-1)

Motion: Commissioner Maloney made a motion to approve the Minutes of December 16, 2025. Commissioner Heim seconded the motion. Motion passed without objection.

GENERAL MANAGER (G)

No report in agenda.

IT (H)

No report in agenda.

CUSTOMER SERVICE (I)

Customer Service Report – December 2025 (I-1)

Ms. Fazio presented the Customer Service monthly report.

BUDGET AND FINANCE (J)

Budget and Finance Report – December 2025 (J-1)

Ms. Fazio presented the Budget and Finance monthly report.

FIELD (K)

Field Report – December 2025 (K-1)

Mr. Perez presented the Field monthly report.

PLANT/FACILITIES (L)

Plant/Facilities Report – November 2025 (L-1)

Mr. Dempsey presented the Plant/Facilities monthly report.

Fire Safety Systems Maintenance Agreement (L-2)

Mr. Dempsey requested approval of Southern Everglades Fire, LLC maintenance and cost schedule. Mr. Rosasco requested clarification of the payment process.

Motion: **Commissioner Heim made a motion to approve L-2 as written.
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 – December 2025 (M-1)

Mr. Suggs presented the Capital Projects monthly report.

ENGINEERING (N)

No report in agenda.

LEGAL (O)

No report in agenda.

COMMISSIONER ITEMS (P)

WEF (P-1)

Commissioner Schwartz informed the Board we submitted an Abstract to be presented at WEFTEC and will be reporting if the award is granted. He also inquired if KLWTD was interested in joining WEF and will bring more information to the February 3, 2026, Board Meeting.

Drinking Water Test (P-2)

Commissioner Majeska requested more information on our Drinking Water Test required by DEP.

RAD (P-3)

Commissioner Heim informed the Board she would be attending the Radiological Drill on January 21, 2025, in Marathon.

ROUNDTABLE DISCUSSION (Q)

No report.

ADJOURNMENT (R)

The meeting was adjourned at 5:49 p.m.

Nicolas Rodriquez, Chairman

Shannon McCully, Clerk

Seal_____