Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, September 15, 2026

MINUTES

CALL TO ORDER (A)
Chairman Nicolas Rodriguez called the meeting to order at 4:00 p.m.

PLEDGE OF ALLEGIANCE (B)
Commissioner Matthew Hardee led the Pledge of Allegiance.

ROLL CALL (C)
Present were: Chairman Nicolas Rodriguez; Commissioners Tim Maloney, Robert Majeska, and Matthew Hardee

Appeared Virtually (non-voting): Commissioner Philip Schwartz

Also present: General Manager Peter Rosasco; General Counsel Nicholas Mulick; District Clerk Shannon McCully; Finance Manager Jennifer Dempsey; Customer Service Manager Alex Irizarry; Field Manager Rudy Perez; Plant/Facilities Manager Ryan Dempsey; WWTP Lead Operator Adam Baptiste; Apex Engineering Steve Suggs and Rob Mather; IT Support Manny Santana

Appeared Virtually: HR and Project Administration Manager Laura Weinstock

Guest: Equitable Steven Leatherman and Richard Zdankowski

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)
Approval of Agenda (D-1)

Motion: **Commissioner Majeska made a motion to approve the agenda. Commissioner Hardee seconded the motion. Motion passed without objection.**

PUBLIC COMMENT (E)
No speakers.

APPROVAL OF MINUTES (F)
Minutes of September 1, 2026 (G-1)

Motion: **Commissioner Majeska made a motion to approve the Minutes of September 1, 2026. Commissioner Hardee seconded the motion. Motion passed without objection.**

GENERAL MANAGER (G)
KLWTD 457B Retirement Fund (G-1)
Mr. Richard Zdanowski and Mr. Steven Leatherman presented a proposal for a 457B Retirement Fund for KLWTD Employees for approval.

Motion: **Commissioner Majeska made a motion to approve the proposal.**
Commissioner Maloney seconded the motion.

Vote on Motion:

Commissioner Majeska – Aye
Commissioner Maloney – Aye
Commissioner Hardee – Aye
Chairman Rodriguez – Aye

October 6th BOC Meeting (G-2)
Mr. Rosasco discussed cancelling the October 6, 2026, Board of Commissioners meeting.

Motion: **Commissioner Maloney made a motion to cancel the October 6, 2026, Board Meeting.**
Commissioner Majeska seconded the motion.

Vote on Motion:

Commissioner Maloney – Aye
Commissioner Majeska – Aye
Commissioner Hardee – Aye
Chairman Rodriguez – Aye

IT (H)
No report in agenda.

CUSTOMER SERVICE (I)
Customer Service Report – August 2026 (I-1)
Mr. Irizarry presented the Customer Service monthly report.

BUDGET AND FINANCE (J)
Budget and Finance Report – August 2026 (J-1)
Ms. Dempsey presented the Budget and Finance monthly report.

FIELD (K)
Field Report – August 2026 (K-1)
Mr. Perez presented the Field monthly report.

Vacuum Pump Re-Builds (K-2) (Laydown)
Mr. Perez presented a proposal from KB Vacuum Pump Solutions for 5 vacuum pump re-builds for approval.

Motion: **Commissioner Majeska made a motion to approve the proposal. Commissioner Hardee seconded the motion.**

Vote on Motion:

Commissioner Majeska – Aye
Commissioner Hardee – Aye
Commissioner Maloney – Aye
Chairman Rodriguez – Aye

PLANT/FACILITIES (L)
No report in agenda.

CAPITAL PROJECTS (M)
Capital Projects Report – August 2026 (M-1)
Mr. Mather presented the Capital Projects monthly report.

ENGINEERING (N)
APEX Work Authorizations 27-01 – Capital Projects (N-1)

APEX Work Authorizations 27-02 – WWTP Engineering Services (N-2)

APEX Work Authorizations 27-03 – Field Operations General Consulting (N-3)

APEX Work Authorizations 27-04 – Admin Consulting (N-4)

Motion: **Commissioner Hardee made a motion to approve APEX Work Authorizations 27-01, 27-02, 27-03, 27-04. Commissioner Maloney seconded the motion.**

Vote on Motion:

Commissioner Hardee – Aye
Commissioner Maloney – Aye
Commissioner Majeska – Aye
Chairman Rodriguez – Aye

LEGAL (O)
Amendment to General Counsel Agreement (O-1)
Mr. Mulick presented a proposed amendment to the General Counsel Agreement.

Motion: **Commissioner Majeska made a motion to approve O-1. Commissioner Hardee seconded the motion.**

Vote on Motion:

Commissioner Majeska – Aye
Commissioner Hardee – Aye
Commissioner Maloney – Aye
Chairman Rodriguez – Aye

Amendment to General Manager Agreement (O-2)
Mr. Mulick presented a proposed amendment to the General Manager Agreement.

Motion: **Commissioner Hardee made a motion to approve O-2.**
Commissioner Majeska seconded the motion.

Vote on Motion:

Commissioner Hardee – Aye
Commissioner Majeska – Aye
Commissioner Maloney – Aye
Chairman Rodriguez – Aye

Amendment to General Counsel Agreement (O-3)
Mr. Mulick presented a proposed amendment to the Financial Director Agreement.

Motion: **Commissioner Hardee made a motion to approve O-3.**
Commissioner Majeska seconded the motion.

Vote on Motion:

Commissioner Hardee – Aye
Commissioner Majeska – Aye
Commissioner Maloney – Aye
Chairman Rodriguez – Aye

Refund to Florida Keys College for Overpayment of Monthly Base Charge (O-4)
Mr. Mulick discussed refunding Florida Keys College for overpayment of monthly base charge. The Board directed Mr. Mulick to bring this item to the October 20, 2026, Board of Commissioners meeting with a proposed Resolution.

COMMISSIONER ITEMS (P)
No report in agenda.

ROUNDTABLE DISCUSSION (Q)

ADJOURNMENT (R)
The meeting was adjourned at 6:30 p.m.

Nicolas Rodriquez, Chairman

Shannon McCully, Clerk

Seal

Key Largo Wastewater Treatment District Seal

Laydown September 15, 2026
Agenda Item K-2

KB Vacuum Pump Solutions, LLC



203 West Marion Ave #2
Edgewater FL 32132
386-847-2982

Invoice

Bill To
Key Largo Waste Water Treatment District 100301 Overseas HWY Key Largo, FL 33037

Date	Invoice #
9/3/2026	1110
Customer P.O. N...	**Due Date**
	10/3/2026

Quantity	Item Code	Description	Price Each	Amount
4	630 exchange ...	630 Exchange pump.	13,500.00	54,000.00
	shipping	FREE		0.00

Pump come with a 2 year limited warranty.

Total $54,000.00