

**KEY LARGO WASTEWATER TREATMENT DISTRICT
BOARD OF COMMISSIONERS
TRANSITION MEETING AGENDA**



Nov. 7, 2011 4:00 PM
98880 Overseas Hwy
Key Largo, FL 33037

**Robert Majeska
Andrew Tobin
Susan Hammaker
Norman Higgins
Charles Brooks**

**Chair
Vice Chair
Secretary-Treasurer
Commissioner
Commissioner**

.....
**Margaret Blank
Thomas Dillon
Carol Walker**

**General Manager
District Counsel
District Clerk**

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the KLWTD Board, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate in the meeting should contact the District Clerk at 305 451-4019 at least 48 hours in advance to request accommodations.

- A. CALL TO ORDER - PLEASE MUTE CELL PHONES**
- B. PLEDGE OF ALLEGIANCE**
- C. ROLL CALL**
- D. APPROVAL OF AGENDA WITH ANY ADDITIONS, DELETIONS, OR CONTINUANCES**
- E. MINUTES**
 - 1. Minutes of Nov. 1, 2011 Action

TAB 1

- F. GENERAL MANAGER** **TAB 2**
- 2. Employment Contract Action
 - 3. Vacuum Station E Upgrade Discussion/Action
 - 4. Staff update on policies
 - 5. Labor Attorney Presentation (Tentatively)

- G. FINANCE** **TAB 3**
- 6. PRMG Proposal Discussion/Action
 - 7. Update on Monroe County Grant, RE: Sales Tax
 - 8. Inter-Risk Insurance Evaluation

- H. COMMISSIONER'S ITEMS** **TAB 4**
- 9. KLWTD Employee Handbook (Commissioner Hammaker)
 - 10. KLWTD Bylaws and Policy Manual (Commissioner Hammaker)

I. COMMISSIONER'S ROUNDTABLE

J. ADJOURNMENT