

MINUTES
Key Largo Wastewater Treatment District (KLWTD) Board
of Commissioners Meeting



October 4, 2006
 98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a regular meeting on October 4, 2006 at 5:00 PM. Present were Commissioners Andrew Tobin, Charles Brooks, Norman Higgins, Gary Bauman and Chairman Claude Bullock. Also present were District Counsel Thomas Dillon, General Manager Charles F. Fishburn, District Clerk Carol Walker and all other appropriate District Staff.

The Pledge of Allegiance was led by Commissioner Higgins.

AGENDA

The Board moved Items H 12, I 11, and K16 (Plant Operation AWT, Camper's Cove Assessment Appeal, and Legislative Representation to the front of the agenda. Mr. Dillon requested that Resolution No. 47-10-06 be added to the Bulk Items.

Motion: Commissioner Tobin made a motion to approve the agenda as amended. Commissioner Bauman seconded the motion.

Vote on Motion

Member	Yes	No	Other
Commissioner Bauman	X		
Commissioner Brooks	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Chairman Bullock	X		

Motion passed 5 to 0

Public Comment

The following persons addressed the Commission: Howard Gelbman, Key Largo asked the Board what the procedure was to send the County the information on what funds will be needed in the next fiscal year. District Counsel Thomas Dillon explained that staff deals directly with the County staff on sending in the information.

Commissioner's Items

N/A

Financial Officer's Report

Camper's Cove Trailer Park Assessment Appeal

Lee Carpenter, owner of Camper's Cover Trailer Park, requested that he be given a reduction in his assessment because even though he has 30 travel trailer units on his property they only use 8 EDU's. He also rents to low income residents. Mr. Carpenter also pointed out that if the park were to be destroyed in a hurricane that he would not be allowed by the County to place 30 units on the site again. He explained that the cost to the low income residents would be an increase of \$75 a month. Commission Bauman stated that the increase from the District would only amount to \$12 a month, \$18 a month with the interest. Mr. Carpenter then explained that the rest of the increase would be to put in the new collection system that he would be passing on to the renters.

District Counsel Thomas Dillon stated that the property would be specially benefited by the infrastructure and that there is no provision in the assessment to allow for a discounted assessment because of low income renters.

Mr. Carpenter asked if there could be a provision placed on his property that would reduce his EDU's to ten and then if the use is changed in the future the District could reassess the property.

The Board decided that they would like more time to look into options concerning low income housing and zoning laws.

Motion: Commissioner Higgins made a motion to table the item and bring it back on November 15, 2006. Commissioner Tobin seconded the motion.

Vote on Motion

Member	Yes	No	Other
Commissioner Bauman	X		
Commissioner Brooks	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Chairman Bullock	X		

Motion passed 5 to 0

Engineers Report

Plant Operation AWT

Mr. Castle reported that the Treatment Plant is not meeting AWT standards yet. Representatives from Haskell and Fluidyne are currently on site. They re-did the mixing and performance has been greatly improved and they are addressing other issue, also they started the second train instead of using just one.

Manager's Report

Legislative Representation

General Manager Charles F. Fishburn asked the Board for permission to hire Fred Hicks as a Legislative Representative on the Federal level to assist in obtaining funds from the Army Corp. of Engineers and having a presence in Washington DC. Mr. Hicks charges \$150 hour.

Motion: Commissioner Bauman made a motion to approve Mr. Fishburn's request to hire Mr. Fred Hicks as a Legislative Representative on the Federal level for the month of October with a limit of \$1,800. Commissioner Higgins seconded the motion.

Vote on Motion

Member	Yes	No	Other
Commissioner Bauman	X		
Commissioner Brooks	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Chairman Bullock	X		

Motion passed 5 to 0

The Board requested that Mr. Hicks come to the November 15 meeting and give a report to the Board on what he has done.

Bulk Items

Minutes of KLWTD Meeting on Sept. 20, 2006

Pending Payments List

RESOLUTION NO. 44-10-06

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REQUEST OF THE WHITEHURST FAMILY PARTNERSHIP FOR DESIGNATION OF ONE TAX PARCEL AS A PARCEL EXCLUDED FROM THE 2006 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

RESOLUTION NO. 45-10-06

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REQUEST OF KEITH AND MONICA DURHAM FOR DESIGNATION OF TWO TAX PARCELS AS A PARCEL EXCLUDED FROM THE 2006 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

RESOLUTION NO. 46-10-06

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REQUEST OF LARGO LODGE CORP. FOR DESIGNATION OF ONE TAX PARCEL AS A PARCEL EXCLUDED FROM THE 2006 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

RESOLUTION NUMBER NO. 47-10-06

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING THE 2006 FINAL ASSESSMENT RESOLUTION (RESOLUTION 28-08-06) RELATING TO THE CONSTRUCTION AND FUNDING OF WASTEWATER COLLECTION, TRANSMISSION, AND TREATMENT FACILITIES WITHIN THE DISTRICT; ESTABLISHING THE TERMS AND CONDITIONS OF PROPOSED SPECIAL ASSESSMENTS TO FUND THE FACILITIES AND THE METHOD OF THEIR COLLECTION; ESTABLISHING PROCEDURES FOR CORRECTION OF ERRORS AND

OMISSIONS IN ASSESSMENT ROLLS; AND PROVIDING AN EFFECTIVE DATE.

*Lively Largo Trailer Park Assessment Appeal
Upper Keys Humane Society Assessment Appeal*

**Motion: Commissioner Bauman made a motion to approve the Bulk Items.
Commissioner Higgins seconded the motion.**

Vote on Motion

Member	Yes	No	Other
Commissioner Bauman	X		
Commissioner Brooks	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Chairman Bullock	X		

Motion passed 5 to 0

Monthly Status Report

Chairman Bullock asked who was paying for the testing that Haskell had requested be done. Mr. Dillon reported that Haskell will be paying for the testing.

Mr. Castle stated that he is doing two things; working with Haskell to get the plant to meet AWT currently. He is also making sure that the plant works right at the design peak flows. Mr. Castle stated that Haskell and Fluidyne are now working on the performance area of the plant not just the punch list and he is optimistic that it will continue.

Commissioner Brooks asked when the design documents are going to be final for the collection basins and the balance of the Forcemain and plant. Mr. Castle stated that the plans for Basin A came in Monday and are being reviewed currently. The treatment plant is still under revision.

Lateral Connection Status

The report was presented to the Board. Myles Milander, District Construction Manager, reported that the homeowners are really taking the initiative in connecting.

Finance Officer's Report

Community Development Block Grant

Staff reported that they are working on trying to obtain a grant for the low income residents in the next District project.

Legal Report

RESOLUTION NUMBER NO. XX-10-06

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING THE 2005 FINAL ASSESSMENT RESOLUTION (RESOLUTION 10-08-05) RELATING TO THE CONSTRUCTION AND FUNDING OF WASTEWATER COLLECTION, TRANSMISSION, AND TREATMENT FACILITIES WITHIN THE DISTRICT; ESTABLISHING

THE TERMS AND CONDITIONS OF PROPOSED SPECIAL ASSESSMENTS TO FUND THE FACILITIES AND THE METHOD OF THEIR COLLECTION; ESTABLISHING PROCEDURES FOR CORRECTION OF ERRORS AND OMISSIONS IN ASSESSMENT ROLLS; AND PROVIDING AN EFFECTIVE DATE.

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District Counsel Thomas Dillon explained that the proposed resolutions would allow the District to collection assessment fees from government agencies. He will bring the resolutions back to the next meeting for action as bulk items.

General Manager’s Report

Salary Freeze

General Manager Charles F. Fishburn asked for confirmation that he is not to give any raises until the Board has a workshop on the subject. Also, if there is a freeze he would like an exemption for employees, one effective August 1 for \$3,000 and the other \$10 an hour.

Motion: Commissioner Bauman made a motion to approve the \$3,000 pay raise for Ms. Walker effective August 1 2006. Commissioner Tobin seconded the motion.

Vote on Motion

Member	Yes	No	Other
Commissioner Bauman	X		
Commissioner Brooks	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Chairman Bullock	X		

Motion passed 5 to 0

Commissioner Brooks made a motion to postpone the raise for Mr. Waits until after the new Board is elected. The motion died for a lack of a second.

Commissioner Brooks explained that he would like to see the Financial Officer’s position full time so that the person is available to the Board when they need something.

Commissioner Tobin stated that he thinks that the part time position is working out and that flex time is important to people.

Chairman Bullock stated that Mr. Waits could be available for phone calls and could bill the Board hourly for them.

Motion: Commissioner Bauman made a motion to approve the \$10 an hour pay raise for Mr. Waits effective October 1 2006. Commissioner Tobin seconded the motion.

Vote on Motion

Member	Yes	No	Other
Commissioner Bauman	X		
Commissioner Brooks	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Chairman Bullock	X		

Motion passed 5 to 0

Commissioner's Round Table

N/A

Adjournment

The KLWTD Board adjourned the Board Meeting at 7:51 PM.

The KLWTD meeting minutes of October 4, 2006 were approved on October 18, 2006.

Claude M. Bullock

Chairman Claude Bullock

Carol Walker

Carol Walker, CMC
District Clerk