

MINUTES

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



December 6, 2006
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a regular meeting on December 6, 2006 at 5:00 PM. Present were Commissioners Andrew Tobin, Susan Hammaker, 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.

Public Comment

N/A

AGENDA

Commissioner Bauman requested that Item K12 (State Legislative Representative) be changed to a discussion only item. General Manager Charles F. Fishburn requested that Items H8, K12 & K13 (Regional Treatment Plant, State Legislative Representative, and Federal Representative) be moved to the front of the agenda.

The Board approved the agenda as amended by consensus.

Commissioner's Items

Emergency Readiness

Commissioner Higgins asked Construction Manager Myles Milander to explain what he needed for emergency operations due to damage to the system equipment. Mr. Milander stated that the District should have supplies and material (various pipes, sand, and rocks) on hand and a vacutron to pump out pits. He would also like to have a backhoe. Mr. Castle recommended that the District also buy a jet router.

Mr. Charles F. Fishburn informed the Board that the District is planning on purchasing the supplies and materials. Staff is looking into purchasing the vacutron but there are no current plans to purchase a backhoe but to rent one when it is needed.

The Board directed staff to work up a plan to meet the emergency repair needs with the cost and bring it back to the Board.

Bulk Items

Minutes of November 15 and Nov. 21, 2006

Senior Frijoles LLC Assessment Appeal Recommendation

Pending Payments list for December 6, 2006

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

Vote on Motion

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

Motion passed 5 to 0

Engineers Report

Monthly Status Report

Commissioner Bauman requested clarification on the conference phone calls concerning the plant.

Mr. Castle explained that the District has weekly conference calls with Will English, The Haskell Company, Targie Mandt, Fluidyne, and the District to try and get the Plant to perform to Design Standards. He reported that Mr. English (the Haskell Co.) will be coming down next week to work at getting the plant up to speed.

Lateral Connection Report

Myles Milander, Construction Manager reviewed the lateral connection report. Commissioner Bauman stated that The Sanctuary people would like to connect to the sewer system as soon as possible and asked that someone contact them about connecting.

Plant Operations AWT Update

District Counsel Thomas Dillon told the Board that the District is doing everything appropriate to require Haskell to demonstrate that the plant meets AWT and all other requirements of the Design-Build Agreement.

Commissioner Tobin expressed concern over the Haskell Company taking so long to get the plant operating at an acceptable rate.

Regional Treatment Plant

Mr. Castle reviewed the memo explaining what staff had agreed upon relating to putting three trains at the Regional Treatment Plant.

Motion: Commissioner Tobin made a motion to approve the recommendation made by staff to proceed with the Regional Treatment Plant according to the site plan and Preliminary Design Report as previously provided by

ARCADIS with the understanding that the SBR designated as “Future” will eventually be constructed. ARCADIS is to design for sludge digestion/holding facilities adequate to manage the projected future sludge production, consistent with standard engineering design parameter. Commissioner Higgins seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

Finance Officer’s Report

Commercial Accommodations Assessments

Martin Waits reviewed the Staff’s proposed method for commercial accommodations assessments.

Staff will bring back a resolution incorporating the proposed change to the next meeting.

Legal Report

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, KEY LARGO, FLORIDA ELECTING TO USE THE UNIFORM METHOD OF COLLECTING NON-AD VALOREM SPECIAL ASSESSMENTS LEVIED WITHIN THE UNINCORPORATED AREA OF THE ISLAND OF KEY LARGO; STATING A NEED FOR SUCH LEVY; PROVIDING FOR THE MAILING OF THIS RESOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

District Counsel Thomas Dillon reviewed the proposed resolution. There will be a public hearing on the resolution at the December 20, 2006 meeting and the Board will be requested to vote in it.

Resolution No. 53-12-06

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REQUEST OF RENELL MAIERSPERGER, TRUSTEE, 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.

Motion: Commissioner Tobin made a motion to approve Resolutions No. 53-12-06. Commissioner Higgins seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

General Manager's Report

State Legislative Representative

Mr. Harrell (State Legislative Representative) of Foley & Lardner LLP presented his firms credentials.

Staff was directed to bring back this issue after the Wastewater Summit Meeting with Representative Saunders.

Federal Legislative Representative

Mr. Fred Hicks reported on what his firm has been doing for the District for the last two months. He then explained in what way they are planning on obtaining funding for the District in the future.

Motion: Commissioner Tobin made a motion to approve the budgeted expenditure of \$36,000 for a Federal Legislative Representative and directed staff to work out the contract with Mr. Hicks. Commissioner Hammaker seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

Representative Saunders' Wastewater Summit Meeting

General Manager Charles F. Fishburn informed the Board that the Wastewater Summit meeting set by Representative Saunders will be on December 14 at 5:30 in the Marathon Government Center.

Commissioners Tobin, Hammaker, and Bullock expressed interest in going to the meeting.

The Board directed staff to ask for 50% of the construction cost for next year and also wanted Mr. Fishburn to email them what he is going to present to the Representative.

Islamorada Update

Mr. Fishburn reported to the Board that the Village of Islamorada's staff and the District's staff had met and discussed the District processing Islamorada's sewage. The Village was concerned with;

Fair Representation, Uniform Billing Rates, the Possibility of Reuse, and Equal Responsiveness, the Structure of an Agreement, Funding, Plant Construction Phasing, and the Transmission System Construction Schedule.

The Board directed staff to look at other agreements that wastewater districts have with their customers including agreements that deal with the District wholesaling their services to different entities.

Schedule of Board Meetings for 2007

The Board directed staff to bring back information on meeting on Tuesdays in 2007.

Basin "A" Homeowners Meeting

The Board by consensus approved the Staff's suggestion for holding the Town Hall meeting for Basin "A" the last week of January.

Commissioner's Round Table

N/A

Adjournment

The KLWTD Board adjourned the Board Meeting at 7:27 PM.

The KLWTD meeting minutes of December 6, 2006 were approved December 20, 2006.

Claude M. Bullock

Chairman Claude Bullock

Carol Walker

Carol Walker, CMC
District Clerk