

# MINUTES

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



August 21, 2007  
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a regular meeting on August 21, 2007 at 4:00 PM. Present were Commissioners Susan Hammaker, Andrew Tobin, Norman Higgins, and Chairman Gary Bauman. 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 Chairman Bauman.

### APPROVAL OF AGENDA

Commissioner Hammaker requested that Item 2, Human Resource General Manager Performance Standards, be deferred to the next meeting. Commissioner Higgins requested that Item 9, Calusa Campground, be postponed until the attorney for Calusa arrives. Charles F. Fishburn requested that Item 10, North Transmission Line Early Connection, be moved to the front of the agenda.

**Motion:** Commissioner Tobin made a motion to approve the Agenda with the requested changes. Motion seconded by Commissioner Higgins.

### Vote on Motion

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

**Motion passed 4**

### PUBLIC HEARING

*RESOLUTION NUMBER NO. 11-08-07*

*A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING AND RESTATING PRELIMINARY ASSESSMENT RESOLUTION (RESOLUTION 09-07-07) 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.***

Public Hearing Opened: The following persons addressed the Board concerning Resolution No. 11-08-07.

LaRonda LeBoeuf, Key Largo, Lynne Marshall, Buttonwood Bay, Rodney Corriveau, Key Largo Ocean Resort, Donald Fleming, Goulds, FL, Thomas Wantuck, Silver Shores, Thomas Keane, Key Largo, John Baewer, Key Largo, Max Puyonic, Key Biscayne, Ernie Gallo, Silver Shores, Linda Hall, Key Largo, Bruce Smith, Silver Shores, Burke Cannon, Tavernier.

Public Hearing Closed

**Motion: Commissioner Higgins made a motion to approve Resolution No. 11-08-07. Motion seconded by Commissioner Hammaker.**

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Chairman Bauman</b>	<b>X</b>		
<b>Commissioner Hammaker</b>	<b>X</b>		
<b>Commissioner Higgins</b>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		
<b>Commissioner Bullock</b>			<b>Absent</b>

**Motion passed 4 to 0**

**Public Comment:** The following persons addressed the Commission: Robert Burt, Key Largo, FL, Charles Brooks, Key Largo, Burke Cannon, Tavernier, Ann Nickerson, Key Largo, Robert Majeska, Key Largo. All addressed not paying monthly sewer charges.

**LEGAL COUNSEL REPORT**

***Calusa Campground***

District Counsel Thomas Dillon explained that the issue is not the assessment for Calusa Campground but the monthly sewer charge. He introduced the letter that staff has requested authorization to send out to the Calusa owners explaining that if the bill is not brought current by they end of September that the District will start to record liens against their properties.

Crystal Conner-Lane representing Calusa Campground requested that the District work something out with Calusa so that the pending bank loan for Calusa will not be jeopardized. Ms, Connor-Lane presented the Board with a petition.

Mr. Dillon explained that the District would state the lien in general terms which would have an estimated number owed but the District does not have an exact number for each property owner yet.

He suggested that the Board send out the letter and then separately bill the individual property owner for the amount that they owe.

**Motion:** Commissioner Hammaker made a motion to send the letter out stating that the District would not record a lien against their property if they paid the arrearages and continued to pay month by month. Motion seconded by Commissioner Tobin.

**Vote on Motion**

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

**Motion passed 4 to 0**

*North Transmission Line Early Connection*

Mr. Dillon explained the agreement.

Ed Castle of Weiler Engineering stated that he has reviewed the agreement and approves it.

William McCain, representing Fishermen’s Cove of Key Largo, thanked the KLWTD staff for working with them on the agreement.

**Motion:** Commissioner Tobin made a motion to approve the early connection agreement with Fishermen’s Cove of Key Largo. Motion seconded by Commissioner Hammaker.

**Vote on Motion**

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

**Motion passed 4 to 0**

**BULK ITEMS**

Minutes of August 7, 2007

Pending Payments List

**Motion:** Commissioner Tobin made a motion to approve the Bulk Items with the Pending Payments contingent upon the availability of funds. Motion seconded by Commissioner Higgins.

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Chairman Bauman</b>	X		
<b>Commissioner Hammaker</b>	X		
<b>Commissioner Higgins</b>	X		
<b>Commissioner Tobin</b>	X		
<b>Commissioner Bullock</b>			<b>Absent</b>

**Motion passed 4 to 0**

**ENGINEER'S REPORT**

*Monthly Status Report*

Mr. Castle reported that the District is moving forward with the TSS problem.

*Lateral Connection Status*

The lateral connections were reported to the Board.

*Replacement of 4" influent piping with 6" piping*

Charles F. Fishburn reported that if this change is made, it may be possible to increase wastewater throughput by an additional 60,000 gallons/day. The cost would be \$15,000.

**Motion:** Commissioner Hammaker made a motion to authorize Weiler Engineering to design the project (replacement of 4" influent piping with 6" piping) and also authorize the General Manger to negotiate with one of the District's current contractors the installation of the piping with the limit of up to \$15,000. Motion seconded by Commissioner Tobin.

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Chairman Bauman</b>	X		
<b>Commissioner Hammaker</b>	X		
<b>Commissioner Higgins</b>	X		
<b>Commissioner Tobin</b>	X		
<b>Commissioner Bullock</b>			<b>Absent</b>

**Motion passed 4 to 0**

**FINANCE REPORT**

*Proposed FY 2008 Capital & Operating Budget*

Martin Waits, Chief Financial Officer, presented the draft Capital & Operating Budget.

Mr. Waits will bring the budget to the next meeting for approval.

**LEGAL REPORT**

*Contract Proposal from District Counsel*

Mr. Dillon presented his proposed contract.

**Motion:** Commissioner Tobin made a motion to approve the Contract from District Counsel, Thomas Dillon. Motion seconded by Commissioner Hammaker.

**Vote on Motion**

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

**Motion passed 4 to 0**

**GENERAL MANAGER’S REPORT**

*South Force Main Design Proposal*

Mr. Fishburn reviewed the proposed task order with CPH.

**Motion:** Commissioner Hammaker made a motion to approve the take order with CPH for the engineering, survey, Geotechnical Investigations, permitting and bidding assistance for the South Transmission Line not to exceed \$255,000. Motion seconded by Commissioner Higgins.

**Vote on Motion**

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

**Motion passed 4 to 0**

**COMMISSIONER’S ROUND TABLE**

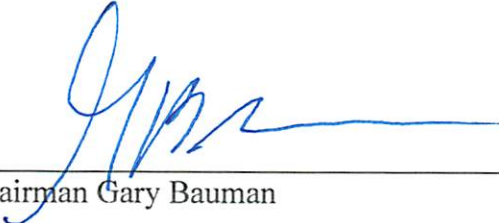
*Key Largo School*

Commissioner Higgins stated that the School Board will discuss the Key Largo School Wastewater Hook up at their next board meeting.

**Adjournment**

The KLWTD Board adjourned the Board Meeting at 7:25 PM.

The KLWTD meeting minutes of August 21, 2007 were approved on September 11, 2007



Chairman Gary Bauman



Carol Walker, CMC  
District Clerk

