

MINUTES

Key Largo Wastewater Treatment District (KLWTD) Meeting



March 16, 2010
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a regular Meeting at 4:00 PM. Present were Chairman Norman Higgins, Commissioners, Robert Majeska, Charles Brooks, and Susie Hammaker. Also present the General Manager Charles F. Fishburn, District Counsel Thomas Dillon, District Clerk Carol Walker, and other appropriate District Staff.

Commissioner Higgins led the Pledge of Allegiance.

APPROVAL OF AGENDA

CFO Martin Waits pulled Pending Payments from Bulk Items. Commissioners Hammaker, and Brooks will discuss complaints under Commissioner's Roundtable.

Motion: **Commissioner Majeska made a motion to approve the agenda as amended. Commissioner Brooks seconded the motion.**

Vote on Motion

Member	Yes	No	Other
Chairwoman Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin			Absent
Commissioner Brooks	X		
Commissioner Majeska	X		

Motion passed 4 to 0

PUBLIC COMMENT

The following persons addressed the Commission: Dr. Wells, CR 905. John Hammerstrom, Coral Coast, Jose Jurado, Coral Coast, George Nyman, Coral Coast, and Chris Gardner, Tavernier. They all spoke about Grinder Pumps and the assessments for them.

GENERAL MANAGER'S REPORT

Coral Cost, Ocean Cay, CR 905

General Manager Charles Fishburn reviewed staff's recommendation on what systems should be used in Ocean Cay, Coral Coast, and CR 905.

Motion: Commissioner Brooks made a motion to establish the policy for properties to be served by low pressure systems as follows: assess the properties for a share of the central wastewater treatment plant, transmission main, and collection system as currently for other properties, making service available at the property line. It will be the property owner's responsibility to provide everything that is necessary to connect from the structure on the property to the District's low pressure collection system at the property line per the District's specification. Commissioner Majeska seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairwoman Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin			Absent
Commissioner Brooks	X		
Commissioner Majeska	X		

Motion passed 4 to 0

Ocean Cay

Motion: Commissioner Brooks made a motion for the District to assess, the Ocean Cay Properties, according to their policy, for the installation of low pressure collection systems making service available at the property line. It will be the property owner's responsibility to provide everything that is necessary to connect from the structure on the property to the District's low pressure collection system at the property line per the District's specification. Commissioner Majeska seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairwoman Hammaker	X		
Commissioner Higgins			Abstained
Commissioner Tobin			Absent
Commissioner Brooks	X		
Commissioner Majeska	X		

Motion passed 3 to 0

FKAA 36" WM Abandonment

Motion: Commissioner Brooks made a motion to do nothing with the FKAA concerning the abandoned pipeline. Commissioner Hammaker seconded the motion.

Item was tabled.

COMMISSIONER'S ITEMS

Spring Break

Chairman Higgins requested that the Contractors not work on Good Friday. The General Manager will ask, but not direct, the underground contractors not to work on Good Friday.

Lift Station Financing

Chairman Higgins asked to set a policy to help small businesses that cannot afford lift stations. Mr. Waits will check with the Rural Water Association for loans.

BULK ITEMS

Minutes of March 2, 2010

Operator Pay Progression

Sal Gutierrez's Not Tier Properties Waiver

George Pyrpiris' No Tier Properties Waiver

Motion: Commissioner Brooks made a motion to approve the Bulk Items. Commissioner Hammaker seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairwoman Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin			Absent
Commissioner Brooks	X		
Commissioner Majeska	X		

Motion passed 4 to 0

March 16, 2010 Pending Payments

Chairman Higgins would like to pull the Wharton Smith invoice until the next meeting.

Motion: Commissioner Brooks made a motion to approve the entire Pending Payments contingent upon the availability of funds. Commissioner Hammaker seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairwoman Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin			Absent
Commissioner Brooks	X		
Commissioner Majeska	X		

Motion passed 4 to 0

OPERATORS MANAGER

IT Update

Pat Mitchell gave a verbal report. He requested an increase authorization of \$2,000 on the limit of IT Budget.

Motion: Commissioner Brooks made a motion to increase the IT Budgeted by another \$2,000. Commissioner Majeska seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairwoman Hammaker			Abstained
Commissioner Higgins	X		
Commissioner Tobin			Absent
Commissioner Brooks	X		
Commissioner Majeska	X		

Motion passed 3 to 0

ENGINEER'S REPORT

Status Report

Ed Castle, Weiler Engineering gave a verbal report.

FINANCIAL REPORT

2009 Comprehensive Financial Report (CAFR)

Martin Waits presented the 2009 Comprehensive Financial Report.

LEGAL COUNSEL REPORT

N/A

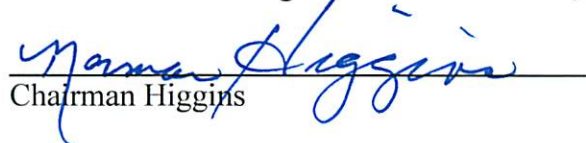
COMMISSIONER'S ROUNDTABLE

The Board discussed customer complaints and how they were handled.

ADJOURNMENT

The KLWTD Board adjourned the Board Meeting at 6:33 PM.

The KLWTD meeting minutes of March 16, 2010 were approved on April 6, 2010.


Chairman Higgins


Carol Walker, CMC
District Clerk