

# MINUTES

## Key Largo Wastewater Treatment District (KLWTD) Meeting



September 20, 2011  
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a regular Meeting at 4:03 PM. Present were Chairman Robert Majeska, Commissioners Andrew Tobin, Susie Hammaker, Norman Higgins, and Charles Brooks. Also present were the General Manager Margaret Blank, District Counsel Thomas Dillon, District Clerk Carol Walker, and other appropriate District Staff.

Margaret Blank led the Pledge of Allegiance.

### APPROVAL OF AGENDA

Commissioner Brooks removed the Minutes of Sept. 12, 2011 from the agenda. Chairman Majeska added the Minutes of July 19, 2011 to the Bulk Items.

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

### Vote on Motion

Member	Yes	No	Other
Commissioner Higgins	X		
Chairman Majeska	X		
Commissioner Brooks	x		
Commissioner Hammaker	X		
Commissioner Tobin	X		

**Motion passed 5 TO 0**

### PUBLIC COMMENT

The following persons addressed the Board:

Name:

Martin Waits, Islamorada  
Pauline Klein, Key Largo

Subject:

Insurance  
Insurance

### BULK ITEMS

*Minutes of July 19, 2011*  
*Cemex Assessment Change*

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

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>	<b>X</b>		
<b>Chairman Majeska</b>	<b>X</b>		
<b>Commissioner Brooks</b>	<b>X</b>		
<b>Commissioner Hammaker</b>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		

**Motion passed 5 to 0**

**FINANCIAL REPORT**

*Insurance*

Debbie MacAfee presented the insurance coverage from TR Jones.

The Board discussed different options on the insurance coverage available.

Commissioner Tobin commented that the public slapped the Board on the wrist and recommended buying the insurance. He feels that staff should look at the insurance policy and coverage and make a recommendation before the Board votes on it.

Commissioner Brooks does not view public comment as a slap on the wrist. I view public comment as citizens coming in here and giving their opinions whether it is contrary or positive to the way we are thinking at the time. I do not think it is people giving a slap on the wrist but people expressing themselves.

**Motion: Commissioner Brooks made a motion to approve all lines in the insurance proposal as submitted in the amount of \$311,579. Commissioner Hammaker seconded the motion.**

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>	<b>X</b>		
<b>Chairman Majeska</b>	<b>X</b>		
<b>Commissioner Tobin</b>		<b>X</b>	
<b>Commissioner Brooks</b>	<b>X</b>		
<b>Commissioner Hammaker</b>	<b>X</b>		

**Motion passed 4 to 1**

**Motion: Commissioner Hammaker made a motion to approve insurance for office contents. Commissioner Higgins seconded the motion.**

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>	<b>X</b>		
<b>Chairman Majeska</b>		<b>X</b>	
<b>Commissioner Brooks</b>		<b>X</b>	
<b>Commissioner Hammaker</b>	<b>X</b>		
<b>Commissioner Tobin</b>		<b>X</b>	

**Motion failed 2 to 3**

**Motion: Commissioner Hammaker made a motion to not approve extra liability insurance. Commissioner Brooks seconded the motion.**

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>		<b>X</b>	
<b>Chairman Majeska</b>	<b>X</b>		
<b>Commissioner Brooks</b>	<b>X</b>		
<b>Commissioner Hammaker</b>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		

**Motion passed 4 to 1**

**Motion: Commissioner Tobin made a motion to approve sewer line environmental insurance (\$3,512). Commissioner Higgins seconded the motion.**

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>	<b>X</b>		
<b>Chairman Majeska</b>	<b>X</b>		
<b>Commissioner Brooks</b>	<b>X</b>		
<b>Commissioner Hammaker</b>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		

**Motion passed 5 to**

**Motion: Commissioner Brooks made a motion to approve the excess flood insurance (\$923). Commissioner Hammaker seconded the motion.**

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>	<b>X</b>		
<b>Chairman Majeska</b>	<b>X</b>		
<b>Commissioner Brooks</b>	<b>X</b>		
<b>Commissioner Hammaker</b>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		

**Motion passed 5 to**

**Motion: Commissioner Brooks made a motion to approve flood insurance for Vacuum Station "G" (\$2,937). Commissioner Hammaker seconded the motion.**

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>	<b>X</b>		
<b>Chairman Majeska</b>	<b>X</b>		
<b>Commissioner Brooks</b>	<b>X</b>		
<b>Commissioner Hammaker</b>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		

**Motion passed 5 to**

**Motion:** Commissioner Brooks made a motion to approve Equipment Breakdown/Boiler Machinery coverage insurance (\$6,328). Commissioner Hammaker seconded the motion.

**Vote on Motion**

Member	Yes	No	Other
Commissioner Higgins	X		
Chairman Majeska	X		
Commissioner Brooks	X		
Commissioner Hammaker	X		
Commissioner Tobin	X		

**Motion passed 5 to 0**

*Report of Cash, Revenues and Expenditures*

**Motion:** Commissioner Hammaker made a motion to approve the Report of Cash, Revenues and Expenditures contingent upon the availability of funds.. Commissioner Brooks seconded the motion.

**Vote on Motion**

Member	Yes	No	Other
Commissioner Higgins	X		
Chairman Majeska	X		
Commissioner Tobin	X		
Commissioner Brooks	X		
Commissioner Hammaker	X		

**Motion passed 5 to 0**

*Report on Monroe County Grant*

Sal Zappulla, CFO reviewed the report he submitted on the Monroe County Grant. Commissioner Tobin requested that Mr. Zappulla do a report on what percentage the Key Largo Wastewater Treatment District's grant is of the Monroe County Sales Tax.

**COMMISSIONER'S ITEMS**

*Report from Cynergy*

Cynthia Henderson, Cynergy gave a report by phone. Lumping all districts together is an issue being supported by the Governor and she will be attending a meeting about it this week.

**ENGINEER'S REPORT**

*Islamorada ILA*

Ed Castle, Weiler Engineering answered questions on his report.

**LEGAL COUNSEL REPORT**

N/A

**GENERAL MANAGER'S REPORT**

*Scope on Coral Coast & Change Order Reconciling I 1 and I 5*

**Motion:** Commissioner Brooks made a motion approve the Scope of Work for Coral Coast and Change Order Reconciling I 1 and I 5. Commissioner Hammaker seconded the motion.

**Vote on Motion**

Member	Yes	No	Other
Commissioner Higgins	X		
Chairman Majeska	X		
Commissioner Tobin	X		
Commissioner Brooks	X		
Commissioner Hammaker	X		

Motion passed 5 to 0

*RFP for Mobile Centrifuge Operations (Synagro)*

**Motion:** Commissioner Brooks made a motion to make the Mobile Centrifuge Operations (Synagro) an action item and approve it issuing an open purchase order to Synagro for \$30,000. Commissioner Higgins seconded the motion.

**Vote on Motion**

Member	Yes	No	Other
Commissioner Higgins	X		
Chairman Majeska	X		
Commissioner Tobin	X		
Commissioner Brooks	X		
Commissioner Hammaker	X		

Motion passed 5 to 0

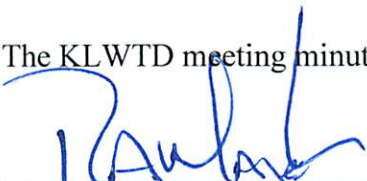
**COMMISSIONER'S ROUND TABLE**

Commissioner Hammaker reported that she is testing three types of glue for the KLWTD Air vent sticker.

**ADJOURNMENT**

The KLWTD Board adjourned the Board Meeting at 7:00 PM.

The KLWTD meeting minutes of Sept. 20, 2011 were approved on October 4, 2011.

  
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 Chairman Majeska

  
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 Carol Walker, CMC

District Clerk