

MINUTES

Key Largo Wastewater Treatment District (KLWTD) Meeting



March 13, 2012
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a Transition Meeting at 4:06 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 Clerk Carol Walker, and other appropriate District Staff.

Steve Gibbs led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Hammaker added an item about CR905 Grinder Pumps for discussion. Chairman Majeska added a report about the Odor Control at the Plant.

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

PUBLIC COMMENT

Name:	Subject:
Ted Blackburn	Islamorada
David Asdourian	Service from Collection System Techs

BULK ITEMS

Minutes of March 6, 2012

RESOLUTION NO. 19-03-12

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REQUEST OF JAMES GRIFFIN FOR REMOVAL OF FIVE TAX PARCELS FROM THE 2008 NON-AD

VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

RESOLUTION NO. 20-03-12

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING DESIGNATION OF TWO TAX PARCELS AS PARCEL EXCLUDED FROM THE 2009 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

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

Assessment Procedure

Motion: Commissioner Brooks made a motion to amend the assessment appeal process to allow for the Commissioners to be notified by Email with a Delivery Receipt while the property owner will still be notified by mail. Commissioner Tobin 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

Wording in Assessment Appeal Letter

Motion: Commissioner Brooks made a motion to change the wording in the assessment appeal letter so that the District is not making the decision on where or not a lot is buildable. 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

GENERAL MANAGER

Breather Relocation Update on 347 Oleander Dr.

Staff explained that the homeowner now wants the air vent moved another four feet from where she originally requested and where the District moved it to.

Motion: Commissioner Brooks made a motion to have staff send the homeowner a letter informing her that the District has moved the air vent as she requested in her letter. It is no longer blocking the area as she asked, and to move it any further it may require additional engineering studies, it may require additional expenses on her part. Commission 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

District Counsel

The three District Counsel applicants, Gail Ash Dotson, Esquire, Raymond W. Giglio Jr., and Ralph Ventura, Esquire made presentations to the Board.

Insurance Review

Operation’s Manager Jim Brush presented the update on the insurance review. The final report will be brought back to the April 3, 2012 meeting.

WWTP SCADA System Hardware

Paul Christian, Chief Information Officer explained the need for the upgrade.

Motion: Commissioner Higgins made a motion to move the SCADA Hardware Upgrade item to action and then approve the request in the amount of \$8,284.58. Commission Tobin 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

Islamorada Capacity and Upgrades

Margaret Blank, gave a report on the talks with Islamorada.

Commissioner Brooks would like an estimate of the cost the District has incurred in putting things into the treatment plant by over building the capacity for Key Largo.

Odor Control

Jim Brush reported on what has been happening with controlling the odor at the plant.

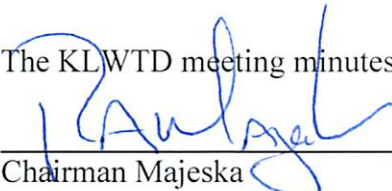
COMMISSIONER'S ITEMS

The Board would like the Grinder Pump's on CR 905 on the March 20, 2012 meeting with presentations.

ADJOURNMENT

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

The KLWTD meeting minutes of March 13, 2012 were approved on March 20, 2012



 Chairman Majeska



 Carol Walker, CMC District Clerk