

MINUTES

Key Largo Wastewater Treatment District (KLWTD) Meeting



Aug. 21, 2012
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a Commission Meeting at 4:04 PM. Present were Chairman Robert Majeska, Commissioners Andrew Tobin, Norman Higgins, and Charles Brooks. Also present were the General Manager Margaret Blank, General Counsel, Ray Giglio, District Clerk Carol Walker, and other appropriate District Staff.

Ted Blackburn led the Pledge of Allegiance was said.

APPROVAL OF AGENDA

Commissioner Higgins placed an item on the agenda to fill the Commissioner vacancy. Commissioner Brooks objected to Commissioner Higgins adding the item considering what happened at the last meeting. Commissioner Tobin added three items, addressing the Legislation to fill vacancies, a Policy Handbook, and the Attorney Client Relationship. He also asked the Attorney to give a report on Piggybacking onto other government contracts and he removed the resolutions from Bulk. Margaret Blank added an update to tax rolls, website, and rate study.

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

Vote on Motion

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

Motion passed 4 to 0

PUBLIC HEARING

RESOLUTION NUMBER NO. 63-08-12

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING AND RESTATING PRELIMINARY ASSESSMENT RESOLUTION (RESOLUTION NO. 37-05-12) RELATING TO THE CONSTRUCTION AND FUNDING OF WASTEWATER COLLECTION, TRANSMISSION, AND TREATMENT FACILITIES WITHIN THE DISTRICT; ESTABLISHING A PUBLIC HEARING TO CONSIDER IMPOSITION OF THE PROPOSED SPECIAL ASSESSMENTS AND THE METHOD OF THEIR COLLECTION; ESTABLISHING PROCEDURES FOR NOTICE AND ADOPTION

OF ASSESSMENT ROLLS AND FOR CORRECTION OF ERRORS AND OMISSIONS; DIRECTING THE PROVISION OF NOTICE IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE.

“PUBLIC HEARING ALSO COVERS THE INCREASED ASSESSMENTS FOR SCONSET INN, INC., BLUE WATER MARINA, INC., AND THE SANCTUARY AT KEY LARGO CONDO ASSOCIATION.” THE BOARD APPROVED THE ASSESSMENT PREVIOUSLY IN 2012.”

Paul Christian explained the assessment resolution and the three properties that had an increase in their assessment.

Public Hearing Opened
 No Speakers
 Public Hearing Closed

Motion: Commissioner Brooks made a motion to approve Resolution No. 63-08-12. Commissioner Higgins seconded the motion.

Vote on Motion

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

Motion passed 4 to 0

PUBLIC COMMENT

Name & Address

Ted Blackburn, Islamorada

Subject

He gave an update of what Islamorada is doing concerning wastewater.

BULK ITEMS

RESOLUTION NO. 61-08-12

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REMOVAL OF FOUR TAX PARCELS FROM THE 2009 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE

RESOLUTION NO. 62-08-12

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REMOVAL OF ONE TAX PARCEL FROM THE 2007 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

Motion: Commissioner Tobin made a motion to approve Resolution No. 61-08-12 and Resolution No. 62-08-12. Commissioner Brooks seconded the motion.

Vote on Motion

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

Motion passed 4 to 0

FINANCIAL REPORT

Report of Cash, Revenues, and Expenditures

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

Vote on Motion

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

Motion passed 4 to 0

*FY 2012-2013 Budget
Budget*

RESOLUTION NO. 64-08-12

A RESOLUTION OF THE BOARD OF COMMISSIONERS FOR THE KEY LARGO WASTEWATER TREATMENT DISTRICT ADOPTING THE BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 2013 FOR THE DISTRICT LOCATED IN MONROE COUNTY, FLORIDA; PROVIDING FOR THE GENERAL MANAGER TO EXPEND FUNDS ON BEHALF OF THE DISTRICT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

Motion: Commissioner Brooks made a motion to approve the Budget amended with the addition of page 16 and the Resolution No. 64-08-12. Commissioner Higgins seconded the motion.

Vote on Motion

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

Motion passed 4 to 0

PRMG Rate Study

Paul Christian explained that the rate study is not ready yet.

Commissioner Brooks would like the District to use an alternate source. Chairman Majeska agreed.

Commissioner Brooks would like the District to terminate PRMG, and hire Raffelis Financial Consultants, Inc. and then negotiate the final settlement with PRMG.

General Manager Margaret Blank recommended that the District have staff investigate the possibility of having Tony Hairston at Raffelis Financial Consultants, Inc. do the rate study, how long it will take and what the cost would be. If the District can get a good rate then PRMG can be terminated and get a refund. Commissioner Brooks agrees with this recommendation.

Motion: Commissioner Tobin made a motion to negotiate an amicable termination of the PRMG contract. Commissioner Brooks seconded the motion.

Vote on Motion

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

Motion passed 4 to 0

Staff will come back with a report on the discussion with PRMG.

COMMISSIONER'S ITEMS

Resignation

Commissioner Higgins would like the Board to appoint someone to fill Commissioner Hammaker's seat on the Board within the 45 day requirement.

Motion: Commissioner Higgins made a motion to appoint David Asdorium to the vacant seat on the Board.

Commissioner Brooks pointed out that if you fail to get a motion you are not allowed to bring it up again according to parliamentary procedure. Commissioner Brooks stated that he does not think that Commissioner Higgins motion is appropriate.

Commissioner Tobin stated since the vote was a tie that Commissioner Brooks objection is not valid. He explained that he would be willing to appoint someone and that a timeline should be established and then a procedure should be added to the District's Legislation.

Chairman Majeska stated that Commissioner Brooks and Commissioner Tobin should work with the General Counsel and bring back wording to change the District's Legislation to a meeting.

Policy Manual

Commissioner Tobin would like the Commissioners to review the suggested policy manual.

General Counsel's Compensation

Commissioner Tobin pointed out that the Counsel's compensation should be discussed with the Board.

LEGAL COUNSEL REPORT

Contract Piggy Backing


Margaret Blank explained the need to piggy back on a Marathon Contract to install the vacuum main line on CR 905.

District Counsel Ray Giglio explained that if the contract had been obtained through the public procurement bidding process then it is legal to piggy back on the contract.

ADJOURNMENT

The KLWTD Board adjourned the Board Meeting 6:13 PM.

The KLWTD meeting minutes of Aug. 21, 2012 were approved on Sept. 4, 2012



Chairman Majeska



Carol Walker, CMC District Clerk