The Key Largo Wastewater Treatment District Board of Commissioners met for a Commission Meeting at 4:10 PM. Present were Acting Chairman Andy Tobin, Commissioners, Norman Higgins, and Steve Gibbs. Also present were the General Manager Margaret Blank, General Counsel, Ray Giglio, District Clerk Carol Walker, and other appropriate District Staff.

Acting Chairman Tobin led the Pledge of Allegiance.

APPROVAL OF AGENDA
Commissioner Gibbs added and item under Round Table concerning adding something to the Policy Handbook and Commissioner Higgins added an item on contacting the State Representative about the Special election. Margaret Blank, General Manager added an update on Health Insurance.

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

Vote on Motion

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Motion passed 3 to 0

PUBLIC COMMENT
Name & Address
David Asdourian, Key Largo

Subject
Time frame for Pipeline Construction

BULK ITEMS
Minutes of Nov. 13, 2012
Gordon & Welllamo Appeal
Acosta Family Enterprises & Pap John’s Appeal
RESOLUTION NO. 73-11-12
A RESOLUTION OF THE BOARD OF COMMISSIONERS FOR DISCRETIONARY MATCHING CONTRIBUTION AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE

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

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Motion passed 3 to 0

FINANCIAL REPORT
Report of Cash, Revenues, and Expenditures

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

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Motion passed 3 to 0

COMMISSIONER'S ITEMS
Commissioner's Skills
Commissioner Gibbs volunteered to write press releases for the District and would like the other Commissioners to volunteer to something in the same line under their skills.

ENGINEER REPORT
The Plant Permit Revision is underway.

GENERAL MANAGER REPORT
Health Insurance
Paul Christian reported that the health insurance rates are reported going up by 50%. We are shopping for a more economical rate.
COMMISSIONER'S ROUNDTABLE
Policy Handbook
Commissioner Gibbs would like to add something involving disclosure of Commissioner Relationships.

State Representative
Commission Higgins talked to the State Representative about having a Special Election. Acting Chairman Tobin would like to have Commissioner Higgins and District Counsel Ray Giglio fly up to Tallahassee and talk to the people in person.

ADJOURNMENT
The KLWTD Board adjourned the Board Meeting 6:37 PM.

The KLWTD meeting minutes of Nov. 20, 2012 were approved on Dec. 4, 2012.

[Signature]
Chairman Majeska

[Signature]
Carol Walker, CMC District Clerk