

# MINUTES

## Key Largo Wastewater Treatment District Commission (KLWTD) Meeting



Nov. 19, 2013  
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a Commission Meeting at 3:00 PM. Present were Chairman Steve Gibbs, Commissioners, Andy Tobin, Norman Higgins, David Asdourian, and Robbie Majeska. Also present were Chief Information Officer, Paul Christian, General Counsel, Ray Giglio, District Clerk Carol Walker, and other appropriate District Staff.

BOCC Carruthers led the Pledge of Allegiance.

### APPROVAL OF AGENDA

Commissioner Asdourian changed the Grievance Policy to discussion from action. Commissioner Majeska changed the purchase of three vehicles from action to discussion, possible action and moved the Fourth Quarter Budget Report to right after Public Comment.

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

### Vote on Motion

Member	Yes	No	Other
Commissioner Higgins			Absent
Commissioner Majeska	X		
Commissioner Tobin	X		
Commissioner Asdourian	X		
Chairman Gibbs	X		

**Motion passed 4 to 0**

### Monroe County Commissioner Carruthers and County Administrator Roman Gastesi

The Board discussed parity in the wastewater assessment charges in the Keys. There was a discussion of the District putting in a 7 1/2 million dollars request from the sales tax fund from the County.

The Board directed staff to have an agreement ready by April 2014 for the County that has a soft target number for achieving parity; one with getting the Mayfield Grant and one without the Mayfield Grant.

**PUBLIC COMMENT**

**Name & Address**

**Subject**

N/A

**FINANCE**

*Fourth Quarter Budget Report*

Peter Rosasco reviewed the report.

*RESOLUTION NO. 37-11-13*

*A RESOLUTION OF THE BOARD OF COMMISSIONERS FOR THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING THE DISTRICT BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 2013; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.*

**Motion:** Commissioner Majeska made a motion to approve Resolution No. 37-11-13. 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>Commissioner Majeska</b>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		
<b>Commissioner Asdourian</b>	<b>X</b>		
<b>Chairman Gibbs</b>			<b>Absent</b>

**Motion passed 4 to 0**

**ENGINEER'S REPORT**

Dan Saus reported the shallow wells are finished and the District will be doing the piping.

**BULK ITEMS**

*Minutes of Nov. 21, 2013.*

**Motion:** Commissioner Asdourian made a motion to approve Minutes of November 21, 2013. 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>Commissioner Majeska</b>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		
<b>Commissioner Asdourian</b>	<b>X</b>		
<b>Chairman Gibbs</b>			<b>Absent</b>

**Motion passed 4 to 0**

*RESOLUTION NO. 34-11-13*

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

**Motion:** Commissioner Higgins made a motion to approve Resolution No. 34-11-13. Commissioner Asdourian seconded the motion.

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>	X		
<b>Commissioner Majeska</b>	X		
<b>Commissioner Tobin</b>	X		
<b>Commissioner Asdourian</b>	X		
<b>Chairman Gibbs</b>			<b>Absent</b>

**Motion passed 4 to 0**

*RESOLUTION NO. 35-11-13*

*A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT APPROVING THE REMOVAL OF ONE TAX PARCEL FROM THE 2009 NON-AD VALOREM ASSESSMENT WHERE THE ASSESSED VALUE IS BELOW THE THRESHOLD FOR WHICH A TAX BILL IS GENERATED BY THE MONROE COUNTY TAX COLLECTOR; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.*

**Motion:** Commissioner Higgins made a motion to approve Resolution No. 35-11-13. Commissioner Majeska seconded the motion.

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>	X		
<b>Commissioner Majeska</b>	X		
<b>Commissioner Tobin</b>		X	
<b>Commissioner Asdourian</b>	X		
<b>Chairman Gibbs</b>			<b>Absent</b>

**Motion passed 3 to 1**

**FINANCIAL**

*Pending Payments of Nov. 19, 2013*

**Motion:** Commissioner Majeska made a motion to accept the pending payments of Nov. 19, 2013 contingent upon the availability of funds. Commissioner Higgins seconded the motion.

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>	X		

<b>Chairman Gibbs</b>			<b>Absent</b>
<b>Commissioner Majeska</b>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		
<b>Commissioner Asdourian</b>	<b>X</b>		

**Motion passed 4 to 0**

*RESOLUTION NO. 36-11-13*

*A RESOLUTION OF THE BOARD OF COMMISSIONERS FOR THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING RESOLUTION NO. 36-11-12; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE*

**Motion: Commissioner Asdourian made a motion approve Resolution No. 36-11-13. 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 Gibbs</b>			<b>Absent</b>
<b>Commissioner Majeska</b>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		
<b>Commissioner Asdourian</b>	<b>X</b>		

**Motion passed 4 to 0**

**COMMISSIONER'S ITEMS**

*Notice to Low Flow Commercial Property Owners*

Commissioner Tobin would like to help commercial property owners who have 1 EDU and no grease pump. He suggested either purchasing the required pump and/or financing the purchase of it. The Board would like the General Manager to email a list of commercial properties with their EDU counts and if they are connected or not.

**OPERATION'S REPORT**

*Purchase one 2014 Ford Super duty F-550 Regular Cab, \$45,837.00*

**Motion: Commissioner Higgins made a motion to approve the purchase of a 2014 Ford Super duty F-550 Regular Cab at \$45,837.00. Commissioner Majeska 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 Gibbs</b>			<b>Absent</b>
<b>Commissioner Majeska</b>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		
<b>Commissioner Asdourian</b>	<b>X</b>		

**Motion passed 4 to 0**

**TIME EXTENSION**

**Motion:** Commissioner Asdourian made a motion to extend the meeting for 30 minutes. Commissioner Higgins seconded the motion.

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>	X		
<b>Chairman Gibbs</b>			<b>Absent</b>
<b>Commissioner Majeska</b>	X		
<b>Commissioner Tobin</b>	X		
<b>Commissioner Asdourian</b>	X		

**Motion passed 4 to 0**

**GENERAL MANAGER'S REPORT**

*2<sup>nd</sup> TIME EXTENSION*

**Motion:** Commissioner Asdourian made a motion to extend the meeting for 30 minutes. Commissioner Higgins seconded the motion.

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>	X		
<b>Chairman Gibbs</b>			<b>Absent</b>
<b>Commissioner Majeska</b>	X		
<b>Commissioner Tobin</b>	X		
<b>Commissioner Asdourian</b>	X		

**Motion passed 4 to 0**

*Legal Service Agreement with Feldman Morgado PA*

**Motion:** Commissioner Majeska made a motion to approve the Legal Service Agreement with Feldman Morgado PA. Commissioner Asdourian seconded the motion.

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>	X		
<b>Chairman Gibbs</b>			<b>Absent</b>
<b>Commissioner Majeska</b>	X		
<b>Commissioner Tobin</b>	X		
<b>Commissioner Asdourian</b>	X		

**Motion passed 4 to 0**

**LEGAL COUNSEL REPORT**

*Grievance Policy*

Commissioner Asdourian reviewed his requested changes.

3<sup>RD</sup> TIME EXTENSION

**Motion:** Commissioner Majeska made a motion to extend the meeting for 30 minutes.  
Commissioner Higgins seconded the motion.

**Vote on Motion**

Member	Yes	No	Other
Commissioner Higgins	X		
Chairman Gibbs			Absent
Commissioner Majeska	X		
Commissioner Tobin	X		
Commissioner Asdourian	X		

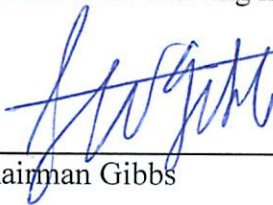
**Motion passed 4 to 0**

This item was continued to the December 3<sup>rd</sup> meeting.

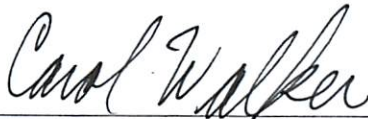
**ADJOURNMENT**

The KLWTD Board adjourned the Board Meeting at 7:13 PM.

The KLWTD meeting minutes of Nov. 19, 2013 were approved on Dec. 3, 2013.



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Chairman Gibbs



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Carol Walker, CMC District Clerk