

# MINUTES

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



Dec. 17, 2013  
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a Commission Meeting at 4:03 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.

Peter Rosasco led the Pledge of Allegiance.

### APPROVAL OF AGENDA

Commissioner Majeska added an item to the Roundtable about the Inter-Local with Monroe County. He also removed the Minutes from the agenda. Commissioner Asdourian placed an item under Commissioner Items about a numbering change on the Grinder Pump Resolution. Paul Christian asked for a recess after the first three items are completed. General Manager Margaret Blank requested that item 9 be moved up to after item 3.

**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	X		
Commissioner Majeska	X		
Commissioner Tobin	X		
Commissioner Asdourian	X		
Chairman Gibbs	X		

**Motion passed 5 to 0**

### PUBLIC COMMENT

Name & Address	Subject
N/A	

**PRESENTATION**

*Key Largo Wastewater Treatment District Utility Revenue Refunding Bond, Series 2013 and Series 2014*

Paul Christian introduced the three people who worked to get the new bonds. He stated it was a true pleasure to work with each of them:

Christopher M. Traber, Esq., Nabors Giblin & Nickerson, Laurie A. Zapletal, Business Deposits Officer, BB&T, and Julie Santamaria, Director RBC Capital Markets, explained the process in going out to bid for the new bond.

*RESOLUTION NO. 41-12-13*

*A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT SUPPLEMENTING A RESOLUTION ADOPTED ON JANUARY 29, 2010 ENTITLED: "A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT PROVIDING FOR THE ISSUANCE OF WASTEWATER REVENUE BONDS, FROM TIME TO TIME, FOR THE PRINCIPAL PURPOSE OF FINANCING AND REFINANCING THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF VARIOUS CAPITAL IMPROVEMENTS TO THE DISTRICT'S WASTEWATER SYSTEM; PROVIDING FOR THE RIGHTS OF THE HOLDERS OF SUCH BONDS; PROVIDING FOR THE PAYMENT THEREOF FROM, AND A PLEDGE OF, NET REVENUES OF THE WASTEWATER SYSTEM AND CERTAIN OTHER MONEYS; MAKING CERTAIN OTHER COVENANTS AND AGREEMENTS IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE;" AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$10,000,000 PRINCIPAL AMOUNT OF A KEY LARGO WASTEWATER TREATMENT DISTRICT UTILITY REVENUE REFUNDING BOND, SERIES 2013, IN ORDER TO REFINANCE A PORTION OF THE PRIOR DEBT ISSUED TO ACQUIRE AND CONSTRUCT A PORTION OF THE ISSUER'S WASTEWATER MANAGEMENT SYSTEM; AUTHORIZING A NEGOTIATED SALE OF SAID BOND TO BRANCH BANKING AND TRUST COMPANY; DESIGNATING THE SERIES 2013 BOND AS A QUALIFIED TAX-EXEMPT OBLIGATION; MAKING CERTAIN OTHER COVENANTS AND AGREEMENTS IN CONNECTION THEREWITH; DELEGATING CERTAIN AUTHORITY TO THE CHAIRMAN, CLERK AND OTHER OFFICERS OF THE ISSUER; AUTHORIZING THE EXECUTION AND DELIVERY OF OTHER DOCUMENTS IN CONNECTION WITH ISSUANCE OF THE BOND; AND PROVIDING AN EFFECTIVE DATE*

**Motion:** Commissioner Majeska made a motion to approve Resolution No.41-12-13. Commissioner Higgins seconded the motion.

**Vote on Motion**

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

**Motion passed 5 to 0**

**Motion:** Commissioner Tobin made a motion to authorize the General Manager to sign the DEP Agreement No. LP44060 for the \$1 Million Grant. Commissioner Higgins seconded the motion.

**GENERAL MANAGER'S REPORT**  
 DEP Agreement No. LP44060 \$1 Million Grant

Motion passed 5 to 0

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

Vote on Motion

**Motion:** Commissioner Asdourian made a motion to approve Resolution No. 42-12-13. Commissioner Higgins seconded the motion.

RESOLUTION NO. 42-12-13  
 A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT SUPPLEMENTING A RESOLUTION ADOPTED ON JANUARY 29, 2010 ENTITLED: "A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT PROVIDING FOR THE ISSUANCE OF WASTEWATER REVENUE BONDS, FROM TIME TO TIME, FOR THE PRINCIPAL PURPOSE OF FINANCING AND REFINANCING THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF VARIOUS CAPITAL IMPROVEMENTS TO THE DISTRICT'S WASTEWATER SYSTEM; PROVIDING FOR THE RIGHTS OF THE HOLDERS OF SUCH BONDS; PROVIDING FOR THE PAYMENT THEREOF FROM, AND A PLEDGE OF, NET REVENUES OF THE WASTEWATER SYSTEM AND CERTAIN OTHER MONIES; MAKING CERTAIN OTHER COVENANTS AND AGREEMENTS IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE;" AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$10,000,000 PRINCIPAL AMOUNT OF A KEY LARGO WASTEWATER TREATMENT DISTRICT UTILITY REVENUE REFUNDING BOND, SERIES 2014, IN ORDER TO REFINANCE A PORTION OF THE PRIOR DEBT ISSUED TO ACQUIRE AND CONSTRUCT A PORTION OF THE ISSUERS' WASTEWATER MANAGEMENT SYSTEM; AUTHORIZING A NEGOTIATED SALE OF SAID BOND TO BRANCH BANKING AND TRUST COMPANY; DESIGNATING THE SERIES 2014 BOND AS A QUALIFIED TAX-EXEMPT OBLIGATION; MAKING CERTAIN OTHER COVENANTS AND AGREEMENTS IN CONNECTION THEREWITH; DELEGATING CERTAIN AUTHORITY TO THE CHAIRMAN, CLERK AND OTHER OFFICERS OF THE ISSUER; AUTHORIZING THE EXECUTION AND DELIVERY OF OTHER DOCUMENTS IN CONNECTION WITH ISSUANCE OF THE BOND; AND PROVIDING AN EFFECTIVE DATE.

**Vote on Motion**

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

**Motion passed 5 to 0 .**

**COMMISSIONER'S ITEMS**

*County Inter-Local Agreement*

Margaret Blank reported on a conference call about the Governor's Budget. She will be requesting clarification of some of the facts.

The Board directed the General Manager to proceed as needed to obtain the State Funding.

The Board directed the General Manager to contact the County Manager to put the Inter-Local Agreement on the next BOCC meeting.

*Grinder Pump Resolution*

**Motion:** Commissioner Tobin made a motion to authorize the numbering order of Section 4.01 in the Grinder Pump Resolution, rearrange as per Commissioner Asdourian's suggestion (Exhibit "A"). 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>	X		
<b>Commissioner Majeska</b>	X		
<b>Commissioner Tobin</b>	X		
<b>Commissioner Asdourian</b>	X		

**Motion passed 5 to 0**

**OPERATION'S REPORT**

*Sludge Hauling Bid*

**Motion:** Commissioner Tobin made a motion to award the Sludge Hauling Bid to Synagro at the unit cost of \$975 per dry ton and to authorize the General Manager to sign the contract with the General Counsel's review and approval. 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>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		
<b>Commissioner Asdourian</b>	<b>X</b>		
<b>Chairman Gibbs</b>	<b>X</b>		

**Motion passed 5 to 0**

*Purchase of a 2014 Dodge Durango SUV*

**Motion:** Commissioner Asdourian made a motion to approve the Purchase of a 2014 Dodge Durango SUV. 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>X</b>		

**Motion passed 5 to 0**

*Purchase of a 2014 Ford F-350 Utility Body Truck*

**Motion:** Commissioner Tobin made a motion to approve the purchase of a 2014 Ford F-350 Utility Body Truck. Commissioner Asdourian 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>X</b>		

**Motion passed 5 to 0**

**FINANCE**

*Pending Payments*

**Motion:** Commissioner Tobin made a motion to approve the Pending Payments of Dec. 17, 2013 contingent upon the availability of funds. Commissioner Asdourian 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>X</b>		

**Motion passed 5 to 0**

**COMMISSIONER'S ROUNDTABLE**

The General Manager Margaret Blank suggested that the District give full time employees (excluding Senior Staff) a \$500 Bonus.

**Motion: Commissioner Tobin, Higgins, Asdourian, Majeska and Chairman Gibbs made a motion to give full time employees (excluding Senior Staff) a \$500 Bonus. Commissioner Tobin, Higgins, Asdourian, Majeska and Chairman Gibbs seconded the motion.**

**Vote on Motion**

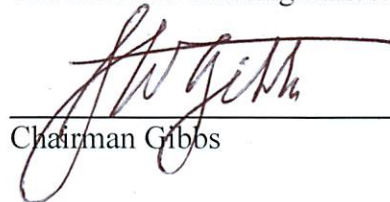
<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>	<b>X</b>		
<b>Commissioner Majeska</b>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		
<b>Commissioner Asdourian</b>	<b>X</b>		
<b>Chairman Gibbs</b>	<b>X</b>		

**Motion passed 5 to 0**

**ADJOURNMENT**

The KLWTD Board adjourned the Board Meeting at 5:52 PM.

The KLWTD meeting minutes of Dec. 17, 2013 were approved on January 7, 2014.

  
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 Chairman Gibbs

  
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 Carol Walker, CMC District Clerk