

# MINUTES

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



Feb. 4, 2014  
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a Commission Meeting at 4:00 PM. Present were, Chairman Steve Gibbs, Commissioners, Andy Tobin, Norman Higgins, David Asdourian, and Robby Majeska. Also present were General Manager Margaret Blank, Chief Information Officer, Paul Christian, General Counsel, Ray Giglio, Acting Clerk Melissa Cornelison, and other appropriate District Staff.

Larry Christian led the Pledge of Allegiance.

### APPROVAL OF AGENDA

Commissioner Higgins requested an item on security camera at the plant. Commissioner Majeska requested a discussion on the next week agenda. General Counsel Ray Giglio would like to speak on the recommendation resolution.

**Motion:** Commissioner Asdourian made a motion to approve the agenda as amended. Commissioner Higgins 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
Daniel Higgins, D.N. Higgins Inc.	Award for the District's Bio Digester

### BULK ITEMS

*Jan. 21, 2014 Minutes*

**Motion:** Commissioner Asdourian made a motion to approve the Minutes of Jan. 21, 2014. 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**

*ESRI LICENSE RENEWAL PAYMENT*

**Motion:** Commissioner Higgins made a motion to approve the payment for ESRI. 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>	X		

**Motion passed 5 to 0**

**COMMISSIONER ITEMS**

*Cameras at Treatment Plant*

Commissioner Higgins discussed security cameras and staff was directed to bring back a report on upgrading the camera security system at the plant with two options.

**ENGINEERING REPORT**

*Tobin Valve*

Ed Castle reported that the District has to follow the building code. The rule is no spillage on the ground. He suggested that there be a revision of the building code which could take two and a half years. Mr. Castle also explained that the District could try to get a legislative exemption at this time. The Board asked that Mr. Castle work with the other entities in the County to see if there is support for the valve.

**OPERATION'S REPORT**

*Alarm System*

The pit monitoring trial will be installed on a commercial pit and a residential pit. There will also be a trial with another company.

*Vacuum Main Break*

Dan Saus gave an update of the break that happened a few weeks ago.

The Board directed Dan Saus to try and work with the County on road repair by the Key Largo Fisheries.

**LEGAL COUNSEL REPORT**

*D.N. Higgins Inc. Protest*

Ray Giglio discussed the charges that Mr. Higgins made against the District.

**RESOLUTION NO. 04-02-14**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, ACCEPTING STAFF'S RECOMMENDATION OF AWARD AND ACCEPTING THE RECOMMENDED DECISION OF THE HEARING OFFICER THAT THE CONTRACT FOR THE DISTRICT'S BIOSOLIDS DIGESTER PROJECT BE AWARDED TO WHARTON-SMITH, INC, AS THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER**

**Motion: Commissioner Higgins made a motion to approve Resolution No. 04-02-14. Commissioner Tobin 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**

*Change is Legislation*

Mr. Giglio reported that the Legislative change to the District's Legislation is on track and the Public Hearing has been scheduled and advertised.

**Motion: Commissioner Tobin made a motion to give the District Counsel the discretion to spend up to \$5,000 on outside counsel if and when needed; advising the General Manager. 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**

**LEGAL REPORT**

A new financial report had been sent to the Board for the first time.

## GENERAL MANAGER'S REPORT

### *Tallahassee Trip*

Ms. Blank reported that the trip to Washington D.C. went very well.

The Board directed the General Manager to make the County Manager aware that they are not a sponsor for the Army Corp funding and it needs to be taken care of in a formal letter.

### *Reclaimed Water*

Ms. Blank explained her proposed plan for a new project to put in a reclaimed water system and generate income.

The Board discussed getting the wording at the State level to say the funding may be used for refinancing. Ms. Blank was directed to let our lobbyist know she may hire a Tallahassee lawyer to help with the wording at the District's expense.

## ADJOURNMENT

The KLWTD Board adjourned the Board Meeting at 6:21 PM.

The KLWTD meeting minutes of Feb. 4, 2014 were approved on March 18, 2014.



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Chairman Gibbs



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Carol Walker, CMC District Clerk