

MINUTES

Key Largo Wastewater Treatment District Commission (KLWTD) Meeting



April 8, 2014
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a Commission Meeting at 3:30 PM. Present were, Chairman Steve Gibbs, Commissioners, Andy Tobin (arrived 3:44 pm), Norman Higgins, David Asdourian, and Robby Majeska. Also present were General Manager Margaret Blank, Chief Information Officer, Paul Christian, General Counsel, Ray Giglio, District Clerk Carol Walker, and other appropriate District Staff.

Van Cadenhead led the Pledge of Allegiance.

APPROVAL OF AGENDA

District Counsel Ray Giglio added an item on the Higgins law suit and his contract.

Motion: Commissioner Asdourian 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			Absent
Commissioner Asdourian	X		
Chairman Gibbs	X		

Motion passed 4 to 0

CLOSED SESSION

Chairman Gibbs announced that the Board will now go into closed session to discuss D.N. Higgins, Inc. at 3:34 and the following persons will be in attendance and no one else:
General Manager Margaret Blank, General Counsel Ray Giglio, Chairman Steve Gibbs, Commissioners, Robert Majeska, Andrew Tobin, Norman Higgins, and David Asdourian, and Court Reporter Tina Roeberg.

April 8, 2014 Meeting called back in session at 4:13 PM.

PUBLIC COMMENT

Name & Address

Subject

N/A

BULK ITEMS

April 1, 2014 Minutes

Motion: Commissioner Asdourian made a motion to approve the Minutes of April 1, 2014. 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

COMMISSIONER ITEMS

Ocean Bay Drive

Commissioner Higgins reported that Rick Hill is concerned with the condition of the road. The General Manager is going to invite the County for a meeting on improving the road.

CUSTOMER SERVICE

Assessment Modification Procedures

Motion: Commissioner Tobin made a motion to add the wording that a property owner requesting a waiver of adjacent property not be issued a refund after five years of the original assessment. 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

The Board decided to take out the word “actively” in the Staff recommendation for EDU/Assessment changes for commercial property.

The Board also decided to limit the refunds on the removal of an Alternate Key to “no refund after five years of original assessment”.

Motion: Commissioner Asdourian made a motion to approve the Assessment of Modification Procedures as recommended by staff with the approved amendments. 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

LEGAL REPORT

Employment Contract

Ray Giglio asked the Board to extend his current contract until the end of October 2014.

Motion: Commissioner Higgins made a motion to extend Ray Giglio’s contract until the end of October, 2014. Commissioner Asdourian 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

General Counsel Ray Giglio thanked Commissioner Tobin for attending the hearing in Key West concerning D.N. Higgins, Inc. He also thanked the District Clerk, Carol Walker for assisting in the collection of needed documents and his wife Marylyn Giglio for her support and all other staff who had been supportive of the time he has spent on the case.

GENERAL MANAGER’S REPORT

Reclaimed Water System

Ms. Blank presented the chart the Board had requested on the use of reuse water that the District could provide.

The Board asked that Ed Castle redo the chart with actual water meter records.

ADJOURNMENT

The KLWTD Board adjourned the Board Meeting at 5:36 PM.

The KLWTD meeting minutes of April 8, 2014 were approved on April 15, 2014.

A handwritten signature in blue ink, appearing to read "J.W. Gibbs", written over a horizontal line.

Chairman Gibbs

A handwritten signature in blue ink, appearing to read "Carol Walker, CMC", written over a horizontal line.

Carol Walker, CMC District Clerk