

MINUTES  
Key Largo Wastewater Treatment District Commission  
(KLWTD) Meeting



October 7, 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 Stephen Gibbs, Commissioners Norman Higgins, Robert Majeska, and David Asdourian. Also present were General Manager Paul Christian, Chief Information Officer Rob Bulkiewicz, General Counsel Ray Giglio, Deputy Clerk Melissa Cornelison, Ed Castle with Weiler Engineering, Peter Rosasco with Bishop Rosasco & Co., and other appropriate District Staff. Commissioner Tobin arrived at 4:12PM.

Mr. Richard Barreto led the Pledge of Allegiance.

*Recognize District Staff*

Paul Christian recognized Ryan Dempsey as the District's Employee of the Month.

**APPROVAL OF AGENDA**

Chairman Gibbs added a discussion on a change in direction and an update on Cross Key/Manatee Bay. Commissioner Majeska added an update on the meeting he attended in Tallahassee on September 30, 2014, and a discussion of the postcard that Hibiscus Marketing has prepared.

**Motion:** Commissioner Asdourian made a motion to approve the agenda as amended. Commissioner Higgins seconded the motion and the motion passed 5 to 0.

**PUBLIC COMMENT**

**Name & Address**

Richard Barreto, Tavernier  
Burke Cannon, Tavernier

**Subject**

Revenue Disparity  
Revenue Disparity

**BULK ITEMS**

*Minutes of September 9 and September 16, 2014*  
*Weiler Liability Insurance Requirement Update*

**Motion:** Commissioner Tobin made a motion to approve the Minutes of September 9, 2014, September 16, 2014 and to lower Weiler's Liability Insurance requirements to \$1 million per event and \$1 million aggregate. Commissioner Asdourian seconded the motion and the motion passed 5 to 0.

## COMMISSIONER'S ITEMS/ROUNDTABLE

### *Change in Direction*

Chairman Gibbs requested Paul Christian update the Board on his strategy going forward regarding the wastewater funding disparity. Mr. Christian explained that he and Ray Giglio have had several meetings with County Staff and are making progress toward an agreement. Commissioner Tobin requested Peter Rosasco prepare a funding analysis and indicated that he would like to suspend the education campaign for 60-90 days. Mr. Christian suggested suspending the wastewater funding campaign just until November 4, 2014, while an agreement is being negotiated.

Additionally, Chairman Gibbs requested Mr. Christian prepare a list of goals he has for the District as General Manager.

**Motion: Commissioner Higgins made a motion to suspend all public advertising, including additional blogging, regarding wastewater funding disparity until November 4, 2014. Commissioner Tobin 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 3 to 2**

### *Cross Key Update*

Paul Christian reported that Staff is preparing a report with budgetary numbers evaluating assessments and rates for homeowner's in the Cross Key/Manatee Bay area. Mr. Christian further reported that the Department of Health has mailed out letters to eleven property owners who will be required to install an on-site system if they are not able to connect to a central system. Commissioner Tobin requested Ray Giglio research assessing condominiums and boat slips.

### *Update on the Tallahassee Meeting*

Paul Christian reported on the meetings he, Commissioner Majeska, and Margaret Blank attended on September 30, 2014, with the State House Finance and Taxation subcommittee, Governor's Budget Director, Governor's Office of Policy and Budget, and the Florida Department of Environmental Protection.

## **CUSTOMER SERVICE**

### *RESOLUTION NO. 30-10-14*

*A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING REQUEST OF TDGROUP HOLDINGS I LLC FOR THE REINSTATEMENT OF SERVICE AND ASSESSMENT*

*OF ONE TAX PARCEL ON THE 2014 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.*

*RESOLUTION NO. 31-10-14*

*A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING REQUEST OF TDGROUP HOLDINGS I LLC FOR THE REINSTATEMENT OF SERVICE AND ASSESSMENT OF ONE TAX PARCEL ON THE 2014 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.*

**Motion: Commissioner Asdourian made a motion to approve Resolution No. 30-10-14 and Resolution No. 31-10-14. Commissioner Tobin 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**

*Letters to Vacant Unique Parcels*

Paul Christian presented the Official Thirty-Day Notification that has been sent to vacant unique parcels after the central sewer system is available to the property. Commissioner Tobin suggested that staff add language to paragraph 4 indicating that homeowners will be responsible for the cost of installing their own grinder pumps.

**MEETING EXTENSION**

**Motion: Commissioner Asdourian made a motion to extend the meeting until 6:30pm  
Chairman Gibbs seconded the motion.**

*Update on Base Charge Billing Discounts for Low Income Customers*

Diane Bockelman, the District's Assessment Coordinator, reported that the base charge billing discount for low income customers would begin on the October 1, 2014 billing cycle. Mrs. Bockelman presented a copy of Florida Keys Aqueduct Authority (FKAA) Press Release and Senior Citizens/Disabled American Veterans Certificate Affidavit Application that must be completed and submitted annually to FKAA for eligibility. She further noted there are currently 271 eligible customers in the District's service area. The Board directed Staff to send out a press release describing the base charge billing discount that the District has implemented.

**FINANCIAL REPORT**

*Bishop Rosasco & Co – Extension of Consultant*

Peter Rosasco presented the Amendment to Consultant Agreement for FY2014-15 for approval.

**Motion: Commissioner Asdourian made a motion to approve the contract extension as submitted for FY2014-15. 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**

*Monthly Financial Report – August 31, 2014*

Connie Fazio, the District’s Finance Manager, presented the Monthly Financial Report for August 2014 to the Board and answered questions.

**OPERATION’S REPORT**

*Keys Contracting Change Order*

**MEETING EXTENSION**

**Motion:** Commissioner Asdourian made a motion to extend the meeting until 7:00pm  
Chairman Gibbs seconded the motion.

**Motion:** Commissioner Majeska made a motion to approve the Keys Contracting  
Change Order as submitted. 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**

Commissioner Tobin requested Staff prepare a grinder pump maintenance letter or fact sheet with a list of “do’s” and “don’ts” to homeowners.

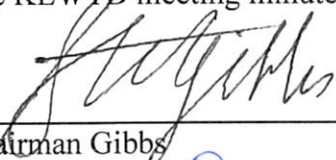
*On-Site Treatment and Disposal Systems for Remote Residential Properties*

Ed Castle reported that 2015-compliant On- Site Treatment and Disposal Systems would cost the District between \$25,000 and \$35,000 per single family home, plus \$4,000 to \$6,000 per home for design, permitting, and abandonment. Mr. Castle further reported a concern that the systems recommended would not meet the current Department of Health regulatory performance requirements. Commissioner Asdourian suggested placing the program on hold until the government requirements are clear. Paul Christian stated he would follow up with the Department of Health.

**ADJOURNMENT**

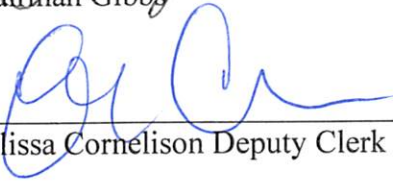
The KLWTD Board adjourned the Board Meeting at 6:51 PM.

The KLWTD meeting minutes of October 7, 2014 were approved on October 14, 2014.



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Chairman Gibbs



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Melissa Cornelison Deputy Clerk