



MINUTES

The Key Largo Wastewater Treatment District Board of Commissioners met for their regular scheduled meeting at 4:00 PM on June 16th, 2015. Present were Chairman David Asdourian, Commissioners Stephen Gibbs, Robert Majeska and Norman Higgins. Commissioner Andrew Tobin was absent. Also present were General Manager Paul Christian, Chief Information Officer Rob Bulkiewicz, General Counsel Ray Giglio, Finance Manager Connie Fazio, Operations Manager Daniel Saus, District Clerk Mariela Montedeoca and other appropriate District Staff.

Commissioner Gibbs led the pledge of allegiance.

AGENDA ADDITIONS, CORRECTIONS OR DELETIONS

- Commissioner Majeska added an item to discuss the Apprenticeship Program under Legal Report, and an item to discuss an odor complaint under Operation's Report.
- Commissioner Gibbs added an announcement under Commissioner's Roundtable.
- General Manager Paul Christian added an item to discuss the status of the State Budget.

APPROVAL OF AGENDA

Motion: Commissioner Gibbs made a motion to approve the agenda as amended and Commissioner Higgins seconded the motion. The motion passed without objection.

PUBLIC COMMENT

<i>Name and Address</i>	<i>Subject</i>
Ray Eubanks President, Elks Clubs	EDU Adjustment of Assessment and Billing – Elks Club AK#1101699

Mr. Ray Eubanks asked the Board to consider delaying item H5 to give him more time to review the letter of notification the Elks Club had received while he was in the hospital. He indicated that he would like additional time to review the information before the appeal.

The Board, by general consensus, agreed to review the information from Staff today but to hold action until the July 14th, 2015 Board Meeting.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Minutes of May 19th 2015

Motion: Commissioner Majeska made a motion to approve the Minutes of May 19th, 2015, and Commissioner Higgins seconded the motion. The motion passed without objection.

Minutes of June 2nd, 2015

Motion: Commissioner Majeska made a motion to approve the Minutes of June 2nd, 2015, and Commissioner Higgins seconded the motion. The motion passed without objection.

OPERATIONS REPORT

Keys Contracting Change Order #6

Mr. Daniel Saus asked the Board to approve change order #6 authorizing Keys Contracting Services, Inc. to begin Phase #5 of the grinder pump project. He then informed the Board that phase #4 of the grinder pump project is scheduled to begin in June. Mr. Saus then answered questions from the Board.

Motion: Commissioner Gibbs made a motion to approve Change Order #6 to the KLWTD Grinder Pump Station Project and Commissioner Higgins seconded the motion.

Vote on Motion

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

Motion passes 4 to 0

Purchase of Replacement Filter Media for Plant Disk Filter

Mr. Daniel Saus requested that the Board approve the purchase of new filter media for the Plant disk filter system. He reported that the chlorine resistant fiber cloth "socks" can get fouled from constant filtering and backwash operations. The total cost is \$19,634, which was budgeted. Mr. Saus also answered questions from the Board.

Motion: Commissioner Gibbs made a motion to approve the purchase of the replacement filter media for the plant disk filter and Commissioner Higgins seconded the motion. The motion passed without objection.

Odor Complaint

Commissioner Majeska reported receiving an odor complaint from an unreported source and wanted to discuss the District's method of mitigating odor.

Mr. Daniel Saus reported that most odors are caused by bacteria growth on the carbon, not by the Hydrogen Sulfide that the carbon media neutralizes. He informed the Board that the carbon was recently changed, which may have been the cause of the complaint.

ADMIN / CUSTOMER SERVICE REPORT

Administration Building Progression

Mr. Rob Bulkiewicz updated the Board on the project timeline for the new administration building and answered questions from the Board.

Commissioner Robert Majeska asked that staff consider environmental impact in the building design and also consider using "green" themes.

Code Compliance List – June 2015

Mr. Rob Bulkiewicz presented a list of parcels to be turned over to Code Compliance in June 2015 and answered questions from the Board.

Doug Stitgen Customer Service Appeal – AK#1680761

Mr. Rob Bulkiewicz presented an appeal from Mr. Doug Stitgen, owner of AK# 1680761. Mr. Stitgen requested that the District grant him an exemption from certain portions of the District's Minimum Design and Construction Standards and Specifications.

Mr. Bulkiewicz reported that after reviewing the request and the applicable rules and regulations, the District had informed Mr. Stitgen that the exemption could not be granted by Staff.

Mr. Stitgen presented his case to the Board.

The Board asked several questions of Mr. Stitgen and Staff.

General Manager Paul Christian, suggested that the Board receive additional information on this matter. He recommended that the District ask Ed Castle with Weiler Engineering to review the case and to deliver an opinion before the Board makes their final decision.

The Board continued the appeal until the additional information has been received.

EDU Adjustment of Assessment and Billing – Papa John's AK# 1103497

Mr. Rob Bulkiewicz presented an EDU Adjustment of Assessment and Billing for Papa John's and recommended an EDU reduction from 1.9 to 1.5 EDU.

Motion: Commissioner Majeska made a motion to accept the EDU Adjustment for Papa John's AK# 1103497 and Commissioner Higgins seconded the motion. The motion passed without objection.

Column Removal, 103355 Overseas Highway

Mr. Rob Bulkiewicz reported to the Board that that there were no bids received for the column removal phase of the Administration Building Project. He asked the Board to approve a change order with Marlin Holding, Inc. for the column removal at 103355 Overseas Highway.

Motion: Commissioner Higgins made a motion to award a change order for the 103355 Overseas Highway Demolition Project to Marlin Holding, Inc., and Commissioner Gibbs seconded the motion. The motion passed without objection.

BUDGET AND FINANCE

Financial Report for Month of May 2015

Mrs. Connie Fazio presented the monthly financial report and answered questions from the Board.

Amendment # 1 for LP44060 \$1,000,000 FDEP Grant

Mrs. Connie Fazio presented a request to include the blower upgrade project in the \$1,000,000 FDEP Grant. Mrs. Fazio also answered questions from the Board.

Motion: Commissioner Gibbs made a motion to authorize the request to include the cost of the blower upgrade in FDEP Grant Agreement No. LP44060 and Commissioner Higgins seconded the motion. The motion passed without objection.

LEGAL

Update on Status of Monroe Park Sewer Project

Legal Counsel Ray Giglio gave an oral update on Monroe Park, including a background history, and he reminded the Board that the property needs to be brought up to Code.

Mr. Christian referenced a map of the Monroe Park property layout. He informed the Board of the issues concerning the onsite plant system. Mr. Christian stated FDEP's concern over the non-compliance, and expressed interest in having the District be a part of the project.

Mr. Giglio indicated that the District does not have a legal obligation to service Monroe Park.

The Board will bring this item back for discussion at a future meeting.

Apprenticeship

Commissioner Majeska asked about concerns with having a person under the age of 18 working at the Plant.

Mr. Paul Christian informed the Board that the apprentice turns 18 years old in approximately one month; that he will be on light duty until then; and that he will otherwise comply with all the legal requirements of being a minor working at the Plant until his birthday, at which time he will commence normal duty.

CONSTRUCTION REPORT

Update on KLWTD Construction Project

Mr. Daniel Saus presented a list of current and planned construction projects and answered questions from the Board.

GENERAL MANAGER'S REPORT

2014 Form 1

Mr. Paul Christian reminded the Board that the "Statement of Financial Interests" 2014 Form 1 is due on July 1st, 2015.

State Budget Status

Mr. Christian reported on the status of the State budget at this time. He advised the Board that the Mayfield Grant did not receive appropriation.

He further stated that he is very appreciative of all the work Representative Holly Raschein and her staff have done, and that he is hopeful about next year's budget.

Monthly Report

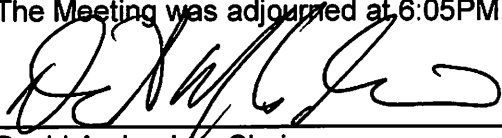
Mr. Christian asked the Board for their opinions on the Monthly Report format and content and reported that the June Monthly report is scheduled to be sent out on July 10th, 2015.

COMMISSIONER'S ROUNDTABLE

Commissioner Gibbs announced that Dr. Jerald Ault, Professor of Fisheries Ecology from the University of Miami, will be speaking at the Keys Restoration Forum at the Murray Nelson Government Center on June 16th at 7 PM.

ADJOURNMENT

The Meeting was adjourned at 6:05PM.



David Asdourian, Chairman

Mariela Montedeoca 
Mariela Montedeoca, Clerk