



MINUTES

The Key Largo Wastewater Treatment District Board of Commissioners met for their regular scheduled meeting at 4:00 PM on November 10, 2015. Present were Chairman David Asdourian, Commissioner Robert Majeska, Commissioner Stephen Gibbs, and Commissioner Norman Higgins. Commissioner Andrew Tobin was absent. Also present were General Manager Paul Christian, Chief Information Officer Rob Bulkiewicz, General Counsel Ray Giglio, Operations Manager Chuck Adams, Ed Castle with Weiler Engineering, District Clerk Katherine Jackson, and other appropriate District Staff.

Mr. Jered Primicerio led the Pledge of Allegiance.

AGENDA ADDITIONS, CORRECTIONS OR DELETIONS

- Commissioner Robert Majeska added a discussion of plant security under Commissioner's Items.
- Mr. Rob Bulkiewicz added an update of the administration building remodel project under Admin/Customer Service Report.
- Mr. Paul Christian added three discussion items to General Manager's Report: 1) trip to Tallahassee, 2) Monroe Park, and 3) District Charter Change; and requested that the Sludge Handling Presentation and the Code Enforcement Presentation be moved to before Roundtable Discussion.

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

Name and Address

Subject

Sue Heim
Key Largo

Minutes of November 3, 2015

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Minutes of November 3, 2015

Public Comment: Ms. Sue Heim stated her opinion regarding her opposition to the wording of the Minutes.

Motion: Commissioner Gibbs made a motion to approve the minutes of November 3, 2015, and Commissioner Majeska 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 passed 4 to 0

CONSTRUCTION REPORT

Waiver of Liquidated Damages for Overholt Construction

Mr. Paul Christian presented a letter from Mr. Craig Overholt of Overholt Construction Corporation, requesting that the liquidated damages associated with the Vacuum Station Ventilation Project be waived. Mr. Christian explained that the liquidated damages were the result of Overholt Construction Corporation not reaching substantial completion on schedule. Mr. Ed Castle informed the Board that final completion was achieved on time.

Commissioner Gibbs stated that the liquidated damages represent a substantial amount of money; and he and Commissioner Majeska indicated that they were unwilling to grant the waiver without further clarification from Overholt Construction Corporation regarding the reasons for not attaining substantial completion on time.

Mr. Christian withdrew this item pending receipt of further clarification. Mr. Castle explained that the delay did not harm the District and recommended that staff bring this item back as a change order to grant an extension on the substantial completion time.

Staff answered questions from the Board.

ENGINEER'S REPORT

Update on Status of Negotiations with Wharton-Smith for Blower Upgrade

Mr. Ed Castle reported that he had a meeting with Wharton-Smith and Aerzen to discuss final negotiations for the blower upgrade project. Mr. Castle informed the Board that there will be approximately \$200,000 in savings resulting from negotiations and value engineering.

Mr. Castle and staff answered questions from the Board.

ADMIN/CUSTOMER SERVICE REPORT

Administration Building Remodel Project Update

Mr. Rob Bulkiewicz reported to the Board that staff met with Chris Vogt from Vogt-Spear Construction to negotiate pricing for the new administration building. Mr. Bulkiewicz informed the Board that negotiations are continuing and that final contract numbers will be presented to the Board for approval upon completion of negotiations.

Staff answered questions from the Board.

COMMISSIONER'S ITEMS

Plant Security (Commissioner Majeska)

Commissioner Majeska expressed a concern over the monthly expenditure for the security guard at the treatment plant site. Mr. Paul Christian informed the Board that the District contracted with Pro-Secur, Inc. for the duration of construction at the treatment plant, and that an on-site guard was the most cost-effective way to receive deliveries and check-in construction employees. Mr. Christian answered questions from the Board.

GENERAL MANAGER'S REPORT

Trip to Tallahassee

Mr. Paul Christian informed the Board that he and Commissioner Majeska will be attending group meetings with the Florida Senate and House of Representatives, and individual meetings with key personnel for the Florida Keys Stewardship Bill during the week of November 16, 2015, and answered questions from the Board.

Monroe Park

Mr. Paul Christian informed the Board that the District is receiving feedback from governmental agencies concerning the "Cold Spots" in our service area including

Monroe Park. Mr. Christian referenced Resolution Draft No. 19-07-15, regarding the need for the Board to address this issue, to clarify the District's intentions.

Staff answered questions from the Board.

Change of Charter

Mr. Paul Christian suggested to the Board that it may wish to consider changing the District's Charter to eliminate the "Cold Spot" areas the District does not intend to serve. Commissioner Higgins expressed his concerns that such action is not required.

Mr. Ray Giglio informed the Board that the District is only obligated to connect "Hot Spots," whereas the areas that would be removed from the Charter are "Cold Spots." Commissioner Gibbs expressed his concern about changing the District's Charter right before the state's deadline to connect to a compliant sewer system.

Mr. Christian suggested that the District advertise for a public hearing for such a possible charter change, as not doing so would prevent the Board from considering it this year. The consensus of the Board was that staff should proceed with a notice to the public regarding a possible charter change.

BUDGET AND FINANCE REPORT

Weiler Engineering Work Authorization Renewal Realignments for FY16

Mr. Paul Christian presented 5 new work authorizations that would replace the 3 current work authorizations for Weiler Engineering. Mr. Christian explained that these are the same work authorizations from last week.

Staff answered questions from the Board.

Motion: Commissioner Majeska made a motion to approve the Weiler Engineering Work Authorization Renewal Realignments for FY16, 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 passed 4 to 0

OPERATIONS REPORT

Sludge Handling Presentation

Mr. Jered Primicerio gave a presentation on sludge handling, and answered questions from the Board.

Commissioner Higgins left at 5:05 PM.

ADMIN/CUSTOMER SERVICE REPORT

Public Hearing Stating District’s Intent to use Uniform Method of Collecting Non-Ad Valorem Assessments – 5:00 PM

Public Meeting Closed: 5:15 PM

Chairman Asdourian closed the regular meeting and opened the Public Hearing Stating the District’s Intent to use Uniform Method of Collecting Non-Ad Valorem Assessments. There were no public comments made. Chairman Asdourian closed the Public Hearing and reopened the regular meeting.

Public Meeting Reconvened: 5:16 PM

Uniform Method of Collecting Non-Ad Valorem Assessments Resolution

Motion: Commissioner Gibbs made a motion to approve the Uniform Method of Collecting Non-Ad Valorem Assessments Resolution, and Commissioner Majeska seconded the motion.

Vote on Motion

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

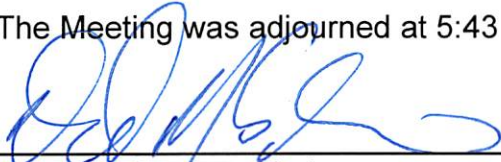
Motion passed 3 to 0

Code Enforcement Presentation

Mr. Rob Bulkiewicz gave a presentation on code enforcement. Mr. Paul Christian gave a presentation on the Code Enforcement portal of SewerCare. Staff answered questions from the Board.

ADJOURNMENT

The Meeting was adjourned at 5:43 PM.



David Asdourian, Chairman



Katherine Jackson, Clerk