



MINUTES

CALL TO ORDER (A)

Chairman Asdourian called the meeting to order at 4:00 PM.

PLEDGE OF ALLEGIANCE (B)

Commissioner Robert Majeska led the Pledge of Allegiance.

ROLL CALL (C)

Present were Chairman Asdourian and Commissioners Andrew Tobin, Susan Heim, Robert Majeska and Stephen Gibbs. Also present were General Manager Peter Rosasco, General Counsel Nicholas Mulick, District Clerk Diane Bockelman and other appropriate District Staff.

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Approval of Agenda (D-1)

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

PUBLIC COMMENT (E)

No speakers.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS (F)

Minutes of January 20, 2018 (F-1)

Motion: Commissioner Heim made a motion to approve the minutes of January 20, 2018 and Commissioner Majeska seconded the motion. The motion passed without objection.

GENERAL MANAGER'S REPORT (G)

Florida Keys Day 2018 Update (G-1)

Mr. Peter Rosasco reported on the District's trip to Tallahassee for the 2018 Florida Keys Day event at which Mr. Rosasco and Commissioner Majeska were in attendance. Mr. Rosasco also stated that he had an informative meeting with Mr. Tim Banks, FDEP Program Administrator.

Annual FKWQIP 2018 Update (G-2)

Mr. Peter Rosasco reported on the District's 2018 FKWQIP trip to Washington, D.C. at which Mr. Rosasco and Commissioner Majeska were in attendance.

Rules & Regulations Revision – Official Holiday (G-3)

Mr. Rosasco presented a proposed amendment to the District's Official holiday schedule. Following Board discussion, Chairman Asdourian directed staff to bring the matter back before the Board for formal action at the March 6, 2018 meeting. A poll of the Board was taken and the results are as follows:

Motion: **Commissioner Heim made a motion to approve the proposed District's Official holiday schedule, and Commissioner Gibbs seconded the motion.**

Vote on Motion

Commissioner Heim -	Aye
Commissioner Gibbs -	Aye
Commissioner Majeska -	Nay
Commissioner Tobin -	Nay
Chairman Asdourian -	Aye

Rules & Regulations Revision – Plan Review Fee (G-4)

Mr. Rosasco presented the item to the Board for their direction. Following Board discussion, Chairman Asdourian directed staff to bring the matter back before the Board for formal action at the March 6, 2018 meeting.

BUDGET AND FINANCE REPORT (H)

1st Qtr FY18 Financial Reports (H-1)

Ms. Fazio presented the fiscal year 2018 financial reports. Staff answered questions from the Board.

ADMIN AND CUSTOMER SERVICE REPORT (I)

Code Compliance (I-1)

Ms. Bockelman presented the February 2018 list of parcels to be submitted to the Monroe County Code Compliance Department.

OPERATIONS REPORT (J)

No report

CONSTRUCTION REPORT (K)

No report

ENGINEER'S REPORT (L)

Update on H₂S Monitoring at Vacuum Stations (L-1)

Mr. Castle informed the Board that a new process for monitoring H₂S levels has been implemented. According to Mr. Castle, the new method is safe, cost-effective and will be implemented in-house. Mr. Castle answered questions from the Board.

Emergency Standby Generator for Administration (L-2)

Mr. Castle presented a proposal to the Board to purchase an emergency generator for the administrative office. Following Board discussion, Chairman Asdourian directed staff to put the proposed job out to bid, and to research the cost to rent a generator seasonally. Bid and findings will be brought back to the Board for further discussion.

EXTENSION 6:01

Motion: Commissioner Gibbs made a motion to extend the meeting 30 minutes. The motion passed without objection.

Booster Pump Modification Project (L-3)

Mr. Castle presented the Board with proposed modifications to the booster pump project and answered questions.

Motion: Commissioner Majeska made a motion to approve the proposed additions to the booster pump project's scope of work, and Commissioner Heim seconded the motion. The proposed additions are:

- 1) Replacement of two 30 HP pumps with two 14 HP pumps;
- 2) Replacement of a defective 18" plug valve; and
- 3) Replacement of a defective buried 6" gate valve.

Vote on Motion

Commissioner Majeska - Aye
Commissioner Helm - Aye
Commissioner Gibbs - Aye
Commissioner Tobin - Aye
Chairman Asdourian - Aye
Motion Passed: 5 to 0

LEGAL REPORT (M)

No report

COMMISSIONER'S ITEMS (N)

None

ROUNDTABLE DISCUSSION (O)

None

ADJOURNMENT (P)

The Meeting was adjourned at 6:29 PM.



David Asdourian, Chairman



Diane Bockelman, Clerk

