Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, June 4, 2019

MINUTES

CALL TO ORDER (A)
Chairman Asdourian called the meeting to order at 4:00 PM.

PLEDGE OF ALLEGIANCE (B)
Ms. Dottie Moses led the Pledge of Allegiance.

ROLL CALL (C)
Present were Chairman David Asdourian, and Commissioners Robert Majeska, Andrew Tobin and Susan Heim. Also present were General Manager, Peter Rosasco; General Counsel, Nicholas Mulick; District Clerk, Diane Bockelman; and District Managers.

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)
Approval of Agenda (D-1)

- Commissioner Majeska requested the addition of a discussion on the Statement of Financial Interests form as Item N-1.
- Commissioner Tobin requested the addition of two discussion items under Commissioner's Items: 1) Vac Station A as Item N-2, and 2) M-Files Records System as Item N-3.

Motion: **Commissioner Tobin made a motion to approve the agenda as amended, and Commissioner Heim seconded the motion. The motion passed without objection.**

PUBLIC COMMENT (E)

Name and Address	Subject
Mike Jenkins, Key Largo, Florida	Interested in being considered for the vacant Board seat.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS (F)
Minutes of May 21, 2019 (F-1)

Motion: **Commissioner Heim made a motion to approve the minutes of May 21, 2019, and Commissioner Majeska seconded the motion. The motion passed without objection.**

GENERAL MANAGER'S REPORT (G)

April 2019 Monthly Report (G-1)

Jered Primicerio, Plant Operations Manager, presented the wastewater treatment plant section. Mike Dempsey, Field Operations Manager, presented the field operations section. Ryan Dempsey, Maintenance Manager, presented the maintenance section. Ed Castle, District Engineer, presented the construction section. Kevin Becerra, Senior Support Analyst, presented the IT section. Diane Bockelman, Customer Service Manager, presented the administration and customer service section. Connie Fazio, Senior Finance Manager, presented the finance section.

Islamorada Force Main Update (G-2)

Mr. Rosasco, Mr. Mike Dempsey, and Mr. Primicerio provided updates on the May 23, 2019 break of Islamorada's force main line that transmits wastewater from Islamorada's wastewater system to the District's wastewater treatment plant.

BUDGET AND FINANCE REPORT (H)

Additional Debt Reduction (H-1)

Mr. Rosasco recommended that the Board approve a debt reduction payment in the amount of $998,000.00 to be made with the next scheduled loan payment on July 15, 2019 and reported that the District's outstanding debt is expected to be $27,600,000 at the end of the fiscal year.

Motion: **Commissioner Heim made a motion to approve a debt reduction payment to be made on July 15, 2019 in the amount of $998,000.00, and Commissioner Majeska seconded the motion.**

Vote on Motion:

Commissioner Heim - Aye
Commissioner Majeska - Aye
Commissioner Tobin - Aye
Chairman Asdourian - Aye
Motion Passed: 4 to 0

ADMIN AND CUSTOMER SERVICE REPORT (I)

Playa Largo Ocean Residence EDU Adjustment – 21 First Avenue (I-1)

Ms. Bockelman reported that Staff conducted a review of the EDU assignments for AK No. 1103799. Staff recommended adoption of Resolution 06-06-19 increasing the EDU assignment from 1.0 EDU to 24.0 EDUs.

Motion: **Commissioner Tobin made a motion to approve Resolution 06-06-19, and Commissioner Heim seconded the motion.**

Vote on Motion:

Commissioner Tobin - Aye
Commissioner Heim - Aye
Commissioner Majeska - Aye
Chairman Asdourian - Aye
Motion Passed: 4 to 0

OPERATIONS REPORT (J)

Purchase of Jetter Trailer (J-1)

Mr. Mike Dempsey presented two bids for the purchase of a high-pressure jetting machine. Staff recommends approval of the Jetter Depot bid in the amount of $43,000.00.

Motion: **Commissioner Heim made a motion to approve Staff's recommendation, and Commissioner Majeska seconded the motion.**

Vote on Motion:

Commissioner Heim - Aye
Commissioner Majeska - Aye
Commissioner Tobin - Aye
Chairman Asdourian - Aye
Motion Passed: 4 to 0

CONSTRUCTION REPORT (K)

No report.

ENGINEER'S REPORT (L)

Field Operations Storage Building (L-1)

Mr. Castle presented a revised proposal from Reynolds Construction for a steel storage building in the amount of $213,998.00. Staff recommends approval of the revised proposal.

Motion: **Commissioner Tobin made a motion to approve Staff's recommendation, and Commissioner Heim seconded the motion.**

Vote on Motion:

Commissioner Tobin - Aye
Commissioner Heim - Aye
Commissioner Majeska - Nay
Chairman Asdourian - Aye
Motion Passed: 3 to 1

Dump Station Screening Unit (L-2)
Mr. Castle presented the sole bid by Screenco Systems LLC for a dump station screening unit. The Village of Islamorada agreed to pay half of the purchase price. Staff recommends approval of the bid in the amount of $24,379.00.

Motion: **Commissioner Majeska made a motion to approve Staff's recommendation, and Commissioner Heim seconded the motion.**

Vote on Motion:
Commissioner Majeska - Aye
Commissioner Heim - Aye
Commissioner Tobin - Aye
Chairman Asdourian - Aye
Motion Passed: 4 to 0

LEGAL REPORT (M)
Commissioner Appointment (M-1)
Mr. Mulick informed the Board of the procedure for filling a vacancy on the Board of Commissioners. The Chairman instructed the General Manager to advertise the vacancy to solicit resumes from interested parties. The matter will be discussed at the next Board meeting.

Settlement of Insurance Claim (M-2)
Mr. Mulick recommended the Board authorize Mr. Rosasco to settle an insurance claim to which the District will contribute its $10,000.00 deductible.

Motion: **Commissioner Heim made a motion to approve Staff's recommendation, and Commissioner Tobin seconded the motion for discussion. Commissioner Tobin withdrew his second, and Commissioner Majeska seconded the motion.**

Vote on Motion:
Commissioner Heim - Aye
Commissioner Majeska - Aye
Commissioner Tobin - Aye
Chairman Asdourian - Aye
Motion Passed: 4 to 0

COMMISSIONER'S ITEMS (N)

Statement of Financial Interests form (N-1)

Commissioner Majeska reminded the commissioners that the Statement of Financial Interests form is due to the Monroe County Supervisor of Elections by July 1, 2019.

Vac Station A (N-2)

Commissioner Tobin discussed the possible health effects of sewage odors.

Public Document Storage and Retrieval (N-3)

Commissioner Tobin requested an update on the District's document storage and retrieval system. Ms. Bockelman reported that documents in M-Files can be searched but the program is not currently used for record retention purposes.

ROUNDTABLE DISCUSSION (O)

Unfinished Business (O-1)

ADJOURNMENT (P)

The Meeting was adjourned at 5:46 PM.

David Asdourian, Chairman

Diane Bockelman, Clerk

Seal

Handout Item J-1
June 4, 2019 Agenda

EAGLE 300 and 600

Single or Tandem axle Trailer Mounted Jetters

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300 Gallon 5200GVW or 600 Gallon 10K Tandem axle

Eagle 300 *and* **600 Features:**

- *Dual Kawasaki Liquid-Cooled, Fuel Injected V-Twin Gas Engines, and Electric Start*
- *Both Engines run from a Single Throttle Control*
- *Heavy-Duty Trailer Construction with Lifetime Framework Warranty, Electric Brakes, L.E.D. lighting and adjustable height 2-5/16" ball-hitch*
- *Low-Profile design with protective Front-End Enclosure*
- *300 or 600 Gallon Capacity Water Tank*
- *Long Lasting UDOR Super Duty Plunger Pumps*
- *500-feet of 1/2-inch Low Friction Kevlar Jetting Hose*
- *12-Volt Power-Reel with Wind-Speed Control*
- *Adjustable Hose Pulsation, Panel-Mounted*
- *Water-Supply Reel w/100' hose and 2" Air-Gap Fill Pipe*
- *Large Storage Box, lockable, heavy gauge steel*
- *12 Gallon Gas Tank*
- *4 Jetting Nozzles, Tip Cleaner and Extension*

Heavy-Duty Trailer

Eagle 600 Tandem-Axel Trailer

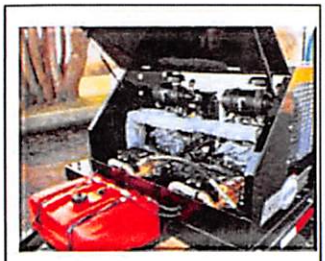
The newly re-designed Eagle 300 Trailer Jetter now offers upgrades like Liquid-cooled gas engines (combined 62 HP), remotely mounted mufflers, a protective and aerodynamic front end enclosure, and attractive low profile appearance, offering our customers the look, feel, performance and operation of trailer jetters requiring double the investment.

Add all that to our **5" tubular frame with lifetime warranty**, Best-in-class features, **18 GPM/4000 PSI** performance, all rear mounted controls, fully adjustable flow and pressure, And large diameter 600ft. capacity reel with 500ft. Jetting hose and you will own the most powerful, reliable jetter you can buy for under 30k.

MODEL / TANK	GPM	PSI	HOSE SIZE
JNW-6218KU-300TR	18 GPM	4000 PSI	1/2 x 500ft.
JNW-6218KU-600TR	18 GPM	4000 PSI	1/2 x 500ft.

Superior Construction and Design, makes our Jetters the most powerful and reliable jetters you can buy…

NO SHORTCUTS!



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All Operational controls are mounted near the Jetting Reel for easy operation

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- **18-GPM / 4000-PSI** Pump-Performance (optional model 23gpm/3000psi)
- 300-Gallon Water Tank Capacity (optional 600-gallon upgrade available)
- Dual Fuel-Injected Engines: Twin Liquid-Cooled *Kawasaki* 824cc engines
- Dual *Udor Super Duty* Pumps with Gearbox-Drive – no belts to adjust or replace
- 4 Nozzles Included (*Penetrator, Flusher, Pusher/Piercer,* and *Rotator*)
- 500-feet of Jetting Hose, 1/2"I.D., *Kevlar®* reinforced
- *Ultra-Torque* Reel-Drive Motor with Variable Speed Control
- 100-foot Water-Supply Hose; 3/4"I.D. commercial-duty hose on 2nd Reel
- 2-inch Fast-Fill Pipe with Air Gap (over Water-Tank)
- Large Lockable Storage Compartment; 36-Inch x 18-inch x 18-inch
- Convenient Controls all located together at rear of trailer for safety

Heavy Duty Trailer

- 5" X 2" Tubular Steel Frame with ***LIFETIME FRAMEWORK WARRANTY***
- A-Frame Tongue with Heavy-Duty "Drop Leg" Jack, and 2-5/16" Ball Coupler (Pintle optional)
- Flat-Top Fenders for additional mounting, Step-Style Fender-Support gussets
- Integral Water-Tank Mounting-Saddle with Vertical Retaining Posts (integral to trailer-frame)
- Towable when Full of Water (5,200 GVW rating)
- Electric Braking System, including safety break-away actuator
- Recessed LED Lighting and Reflective Red/White labeling
- Durable Epoxy Paint Coating (Black standard, other colors optional)

Jetting Nozzles

- 4 Nozzles included (Stainless Steel Nozzle-Construction)
  Penetrator: 1 Front-Jet / 4 Rear-Jets (20deg)
  Flusher: 6 Rear (35deg.), no front
  Pusher/De-Icer: 3 Front (10deg.) / 6 Rear (35deg)
  Rotator: 2 Rear-Jets on Rotating Element
- Anti-Turnaround Nozzle-Extension included for larger pipes
- Nozzle Storage Box and Orifice Cleaner also included

Optional Upgrades: *Wireless Remote-Control, Anti-Freeze System, Beacon Light, Pressure-Wash Hose/Reel*
Optional Tools: *Warthog and other Specialty Nozzles, Remote/Indoor Hoses/Reels, Chain-Cutters, Foot-Control*

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Fuel Injected Kawasaki Engine

- Multi-Port Digital Fuel Injection
- Choke-Free Starting
- Liquid Cooled
- Overhead Valve (OHV) V-Twin
- Pressurized Lubrication With Spin On Oil Filter
- Cast Iron Cylinder Liners
- 824 Cc's per engine
- 31 Hp per engine at 3600 RPM (SAE 1995 Rated)
- 47.1 Ft/Lbs Torque at 3200 RPM
- 3-Year Warranty Through Kawasaki Engines
- Rear-Mounted Operator Controls

Jetting Controls (all grouped near the Hose-Reel for safe, efficient operation):

- Engine Start and Stop
- Engine Throttle
- Hose Reel Wind/Unwind
- Water Pressure Adjustment
- Jetting Flow-Control: On (pressure to nozzle) / Off (zero-pressure bypass-return)
- Variable Pulsation Control

Jetting Hose

- Low-Friction "Tough Skin" Cover
- High Visibility Green Color
- Bonded Construction Provides Maximum Kink Resistance
- Excellent Cut, Gouge, And Abrasion Resistance
- 4000 PSI Working Pressure (16K Burst)
- Aramid Braid Re-Enforcement
- 10' Safety Leader-Hose (orange-color)

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Udor Super Duty Pumps

- Triplex Ceramic-Plunger Pumps
- Low RPM pump-drive via speed-reducing Gearbox (belt-free design)
- Tapered Roller Bearings for long life
- Long Lasting U-Seal design
- Pulsation-Port for Remotely Controlled Pulsation (non-disabling; water-bypass design)
- Bronze Connecting Rods
- 5 Year Limited Warranty through *UDOR USA*

Jetting Reel

- *Ultra-Torque* Reel-Drive Motor with Variable Speed Control
- Power Wind *and* Unwind Standard
- Variable Wind-Speed Controller
- Bearing-Supported Heavy Duty Reel
- Beefy Welded Framework, inherent to the Trailer-frame
- 1-piece Flow-Through Axle Design
- Elevated Mounting for Operator Comfort
- Dirty-Tools basket/space below reel

Storage Compartment / Tool Bin

- Heavy Gauge Steel Construction; quality *Pro-Tech* brand
- Convenient Location at tail of trailer
- Secure Lockable Handle
- 36-inches wide x 18-inches x 18-inches

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Available Options

- Wireless Remote-Control (jetting start/stop, engines on/off)
- Rotating Amber Beacon Light, and/or LED Workspace Light
- Antifreeze Winterization Package
- *Warthog*, Chain-Cutter, Chisel & other specialty Jet-Nozzles
- Portable Reel-Carts for Remote & Indoor Jetting
- Foot Pedal Controls
- Mini "Trap-Cleaning" Hoses/Nozzles
- *Subaru* or *Honda* Engine Options
- Manhole-Cleaning Tools
- Wet-Well & Pump-Station Cleaning Tools
- Pressure Washing Tools
- Customization available

SEWER & DRAIN JETTING EQUIPMENT

WARRANTY POLICY
for *JETTERS NorthWest* Equipment

WHAT IS COVERED: *Jetters NorthWest* ("JNW"), a division of *Seattle Pump & Equipment Co.*, warranties new items of our manufacture from defects in materials or workmanship for a period of one year from date of delivery to the 1st customer. This policy is limited to products manufactured by JNW. ***Products that we purchase from other manufacturers, such as the engine and the pump, are covered by their own warranties which typically go beyond our one year.*** Refer to the original manufacturer's policy for warranty details on these types of products:

- ***SUBARU* Engines:** **5-YEAR Limited Warranty**
- ***HONDA* Engines:** **3-YEAR Limited Warranty**
- ***KAWASAKI* Engines:** **3-YEAR Limited Warranty**
- ***UDOR* Pumps:** **5-YEAR Limited Warranty**
- **Trailer Axles (Suspension):** **2-YEAR Limited Warranty**
- **Trailer Framework:** **LIFETIME Limited Warranty**

WHAT IS NOT COVERED: The warranty shall not apply to product malfunctions or failures as a result of misuse, abuse, neglect, loss, damage caused by disasters such as fire, flood, lightning, or earthquake, interaction with products not approved by JNW/SP, or improper repairs to any part of the equipment. Improper repairs shall include repairs made by other than JNW authorized agents, or repairs utilizing parts or materials not equal to those furnished by JNW. ***JNW will NOT pay for unauthorized repairs.*** The warranty shall not cover failure due to normal wear. Jetting hoses and fittings are not covered as they are subject to pipe conditions.

WHAT JNW WILL DO: Should a JNW manufactured product prove defective during the warranty period, the customer is required to notify the selling dealer or JNW. The defective components or parts shall be securely packaged, including a packing list identifying the components or parts, and description of the defect and shipped to the JNW/SP Service Department within ten working days. **Shipping costs are the responsibility of the customer.**

After determination of warranty eligibility, JNW will, at its option, repair or replace the defective components or parts and return them to the customer. We shall also pay – *if pre-authorized by JNW* – reasonable labor to fix any items found to be defective, and/or refer the customer to the nearest warranty center (especially for engine warranties and the like).

JNW SHALL NOT BE LIABLE FOR ANY LOSS, INCONVENIENCE, INJURY, OR DAMAGE, INCLUDING DIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, RESULTING FROM THE USE OF OR INABILITY TO USE ANY JNW PRODUCT, OR ANY BREACH OF WARRANTY, EXPRESSED OR IMPLIED.

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