



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, August 6, 2019

MINUTES

CALL TO ORDER (A)

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

PLEDGE OF ALLEGIANCE (B)

Mr. Ryan Dempsey led the Pledge of Allegiance.

ROLL CALL (C)

Present were Chairman David Asdourian, and Commissioners Nicolas Rodriguez, Robert Majeska, Andrew Tobin and Susan Heim. Also present were General Manager, Peter Rosasco; General Counsel, Nicholas Mulick; District Clerk, Diane Bockelman; District Managers; Laura Weinstock, Project Administration and HR Coordinator; and Kevin Becerra, Senior Support Analyst.

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Approval of Agenda (D-1)

Motion: Commissioner Rodriguez made a motion to approve the agenda as proposed, and Commissioner Majeska seconded the motion. The motion passed without objection.

PUBLIC COMMENT (E)

No speakers.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS (F)

Minutes of July 16, 2019 (F-1)

Motion: Commissioner Heim made a motion to approve the minutes of July 16, 2019, and Commissioner Rodriguez seconded the motion. Commissioner Majeska abstained. The motion passed without objection.

GENERAL MANAGER'S REPORT (G)

June 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. Steve Suggs, representative from Weiler Engineering, presented the construction section. Mr. Rosasco informed the Board that he was in the process of identifying independent engineers who specialize in fire prevention and suppression systems to review and evaluate the Fire Safety Request for Proposal ("RFP") and response. 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.

BS&A Database Solutions (G-2)

Mr. Rosasco introduced the item for Board discussion.

Motion: Commissioner Rodriguez made a motion to approve the Proposal for Software and Service from BS&A Software in the amount of \$155,910.00, and Commissioner Heim seconded the motion.

Vote on Motion:

Commissioner Rodriguez - Aye

Commissioner Heim - Aye

Commissioner Majeska - Aye

Commissioner Tobin - Aye

Chairman Asdourian - Aye

Motion Passed: 5 to 0

BUDGET AND FINANCE REPORT (H)

Fiscal Year 2020 Preliminary Budget, Staffing Plan and Organizational Chart (H-1)

Ms. Fazio presented the preliminary fiscal year 2020 organizational chart, staffing plan and budget.

ADMIN AND CUSTOMER SERVICE REPORT (I)

No report.

OPERATIONS REPORT (J)

No report.

CONSTRUCTION REPORT (K)

No report.

ENGINEER'S REPORT (L)

No report.

LEGAL REPORT (M)

No report.

COMMISSIONERS' ITEMS (N)

No report.

ROUNDTABLE DISCUSSION (O)

Unfinished Business (O-1)

ADJOURNMENT (P)

The Meeting was adjourned at 5:33 PM.



David Asdourian, Chairman



Diane Bockelman, Clerk

Seal

