

MINUTES

Key Largo Wastewater Treatment District (KLWTD) Board of Commissioners Meeting



February 5, 2008
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a regular meeting on February 5, 2008 at 4:00 PM. Present were Commissioners Andrew Tobin (Acting Chairman), Susan Hammaker, Norman Higgins, and Claude Bullock. Also present were the General Manager Charles F. Fishburn, District Counsel Thomas M. Dillon, District Clerk Carol Walker, and all other appropriate District Staff.

The Pledge of Allegiance was led by Acting Chairman Tobin.

APPROVAL OF AGENDA

Charles F. Fishburn, General Manager, added an item about the upcoming Town Hall Meeting and one about Consultant Contracts.

Motion: Commissioner Higgins made a motion to approve the Agenda as amended. Commissioner Hammaker seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairman Bauman			Absent
Commissioner Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Commissioner Bullock	X		

Motion passed 4 to 0

PUBLIC COMMENTS: The following persons addressed the Commission: Burke Cannon, Tavernier, FL, and D.A. Aldridge, Tavernier, FL. Both persons spoke in favor of the Legislative change. Charles Brooks, Key Largo, FL 33037, complimented the Board on the new meeting set up. He also commented on the treatment plant test results and on the public hearing for permitting requirement legislation. Mr. Brooks also spoke on the Weiler Work Authorization Amendments and the Vacuum Station for Basin A and Basin D.

COMMISSIONER'S ITEMS

Fire Department Meeting Room

Commissioner Hammaker reported that the Fire Dept. will be meeting at a different location starting in April.

Basin A-3 Construction Update

Charles F. Fishburn, General Manager, informed the Board that when a call comes in that is a complaint the inspector on the job is called immediately and told of the problem and he starts the process to correct the situation. The District has hired a second inspector on February 1st which will give the District better coverage.

Mr. Fishburn reminded the Board that the area is videoed before construction starts to ensure that the area is put back into the same condition it was in before construction started.

All complaint calls will be logged in and reported to the Board quarterly.

Jorge Fonte, Vice President, from Globetech assured the Board that they do their best to make the residence as comfortable as possible during construction.

BULK ITEMS

Commission Meeting Minutes of January 22, 2008

Commissioner Hammaker pointed out that the word “bean” on page two of the minutes should be “beam”.

Motion: Commissioner Higgins made a motion to approve the minutes of January 22, 2008 as corrected. Commissioner Hammaker seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairman Bauman			Absent
Commissioner Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Commissioner Bullock	X		

Motion passed 4 to 0

Pending Payments of February 5, 2008

Synthia Trakul told the Board that there has been two draws received from Monroe County.

Motion: Commissioner Higgins made a motion to approve the Pending Payments of February 5, 2008 contingent upon the availability of funds... Commissioner Bullock seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairman Bauman			Absent
Commissioner Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Commissioner Bullock	X		

Motion passed 4 to 0

RESOLUTION NO. 02-02-08

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REQUEST OF SUNSET ACRES HOMEOWNER'S ASSOCIATION FOR REMOVAL OF ONE TAX PARCEL FROM THE 2007 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

Motion: Commissioner Bullock made a motion to approve Resolution 02-02-08. Commissioner Higgins seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairman Bauman			Absent
Commissioner Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Commissioner Bullock	X		

Motion passed 4 to 0

ENGINEER'S REPORT

Monthly Report

Mr. Castle reported that he has a very positive compliance report on the plant. The plant has been in compliance on every single parameter since an incidence in July and August. Mr. Castle stated that the plant is doing very well. The two operators are doing a very good job and are very conscientious and have brought the plant closer into compliance.

FINANCIAL REPORT

N/A

LEGAL REPORT

KLWTD Legislation to Change Permitting Requirements

Thomas Dillon, District Counsel, explained to the Board that the he and the County Attorney have reached a compromise on the wording for the amendment. There was a very brief public hearing in Marathon and the District will hold another public hearing in Key Largo on February 21 at the Lions Club at 5:00 PM. The hearing will be recorded and sent to Representative Saunders.

Appointment to Project Coordination Team

Mr. Dillon explained to the Board that the District is required under the Army funding agreement to appoint one or more senior representative to the Project coordination Team to be established, by February 7, 2008.

Motion: Commissioner Higgins made a motion to appoint Charles Fishburn as the KLWTD District's representative to the Project Coordination Team. Commissioner Tobin seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairman Bauman			Absent
Commissioner Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Commissioner Bullock	X		

Motion passed 4 to 0

GENERAL MANAGER’S REPORT

Weiler Work Authorizations 002 and 003.

Mr. Fishburn introduced the two amendments to the Weiler contract that add three new classifications.

Motion: Commissioner Higgins made a motion to approve Amendment No. 2 to Work Authorization No. 06-02. Commissioner Bullock seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairman Bauman			X
Commissioner Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Commissioner Bullock	X		

Motion 4 to 0

Motion: Commissioner Higgins made a motion to approve Amendment No. 2 to Work Authorization No. 06-03. Commissioner Bullock seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairman Bauman			X
Commissioner Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Commissioner Bullock	X		

Motion 4 to 0

Deep Injection Well Bid

Mr. Fishburn told the Board that there is still more work to be done on the background of the bidder All Webbs by Arcadis. District Counsel Thomas Dillon pointed out that the District will not make their recommendation until all due diligence is done.

Bid Wastewater Treatment Plant Process Tanks

This item was tabled.

Bid Basin B-1

Motion: Commissioner Hammaker made a motion to authorize Staff to go out to bid on Basin B – 1. Commissioner Higgins seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairman Bauman			X
Commissioner Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Commissioner Bullock	X		

Motion 4 to 0

Basin C – D Vacuum Station

The vacuum station for Basins C and D is located at Pennekamp and is ready to go out to bid reported Mr. Fishburn. The station will be built by a general contractor who will install the District purchased equipment.

Motion: Commissioner Higgins made a motion to authorize Staff to go out to bid for the Vacuum Station for Basins C and D contingent upon the receipt of the budget level estimate. Commissioner Bullock seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairman Bauman			X
Commissioner Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Commissioner Bullock	X		

Motion 4 to 0

AirVac Station Equipment Purchase Order

Staff recommended the direct purchase of the AirVac equipment for the two vacuum stations for Basins A and B and Basins C and D. Mr. Fishburn explained that staff will pursue the expedited purchasing process that will reduce delivery time from 32 weeks to 26 weeks.

Motion: Commissioner Bullock made a motion to authorize Staff to purchase the equipment for two vacuum stations using the expedited process and contingent upon the agreement of all staff members. Commissioner Hammaker seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairman Bauman			X
Commissioner Hammaker	X		
Commissioner Higgins	X		
Commissioner Tobin	X		
Commissioner Bullock	X		

Motion 4 to 0

Consultant Contracts

Mr. Fishburn told the Board that he is planning on hiring consultants in the planning and other areas to expedite matters with the County. The Board, by consensus, approved Mr. Fishburn's hiring plan.

Town Hall Meeting

Mr. Fishburn announced that the District will be having a Town Hall Meeting for Basins B and C and the Package Plants on the South Transmission Line on March 15, 2008 at the District office from 7 am to 6 pm.

The regular session of the KLWTD Commission meeting was recessed at 6:00 PM

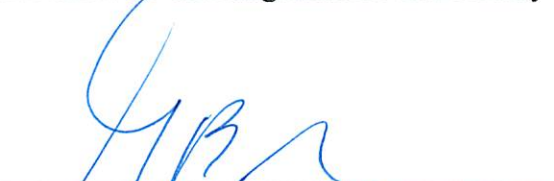
The Key Largo Wastewater Treatment District Board went into Attorney/Client Session to discuss the Calusa Campground issue. The following persons were in attendance: Commissioners Claude Bullock, Norman Higgins, Andrew Tobin, and Susan Ford Hammaker. Also in attendance were General Manager Charles Fishburn, and District Counsel Thomas Dillon, and the court reporter. A transcript of the session will be made and sealed until the Calusa litigation is concluded.

The Commission returned from the Attorney/Client Session at 6:19 pm and reconvened the public meeting.

Adjournment

The KLWTD Board adjourned the Board Meeting at 6:20 PM.

The KLWTD meeting minutes of February 5, 2008 were approved on February 19, 2008.



Chairman Gary Bauman



Carol Walker, CMC
District Clerk