

MINUTES

Key Largo Wastewater Treatment District (KLWTD) Transition Meeting



April 12, 2010
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a Transition Meeting at 4:00 PM. Present were Chairman Norman Higgins, Commissioners Andrew Tobin (arrived at 4:07 PM), Robert Majeska, Charles Brooks, and Susie Hammaker. Also present the General Manager Charles F. Fishburn, District Counsel Thomas Dillon, District Clerk Carol Walker, and other appropriate District Staff.

Commissioner Higgins led the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion: Commissioner Brooks made a motion to approve the agenda. Commissioner Majeska seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairman Higgins	X		
Commissioner Hammaker	X		
Commissioner Tobin			Absent
Commissioner Brooks	X		
Commissioner Majeska	X		

Motion passed 4 to 0

PUBLIC COMMENT

The following persons addressed the Commission: N/A

APPROVAL OF MINUTES

Motion: Commissioner Brooks made a motion to approve the minutes. Commissioner Hammaker seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairman Higgins	X		
Commissioner Hammaker	X		

Commissioner Tobin	X		
Commissioner Brooks	X		
Commissioner Majeska	X		

Motion passed 5 to 0

PENDING PAYMENT

W.F. McCain \$17,138.07

Motion: Commissioner Brooks made a motion to approve the Pending Payments contingent upon the availability of funds. Commissioner Majeska seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairman Higgins	X		
Commissioner Hammaker	X		
Commissioner Tobin	X		
Commissioner Brooks	X		
Commissioner Majeska	X		

Motion passed 5 to 0

I & C JOB

Operations Manager Pat Mitchell explained the position.

Commissioner Tobin would like Paul Christian to train people to do his job and to learn as much as he can.

Motion: Commissioner Brooks made a motion to authorize hiring Paul Christian as I &T. Commissioner Tobin seconded the motion.

Vote on Motion

Member	Yes	No	Other
Chairman Higgins	X		
Commissioner Hammaker		X	
Commissioner Tobin	X		
Commissioner Brooks	X		
Commissioner Majeska		X	

Motion 3 to 2

PAT MITCHELL'S CONTRACT

Mr. Mitchell reviewed the back up that was presented in their agenda packages.

Motion: Commissioner Tobin made a motion to continue Operations Manager, Pat Mitchell's contract to May 4, 2010 with the General Manager Charles Fishburn, doing an evaluation of Mr. Mitchell a week before the May 4, 2010

meeting, and the General Manager and the Operations Manager addressing the transition issues. Commissioner Majeska seconded the motion

Vote on Motion

Member	Yes	No	Other
Chairman Higgins	X		
Commissioner Hammaker	X		
Commissioner Tobin	X		
Commissioner Brooks	X		
Commissioner Majeska	X		

Motion passed 5 to 0

POST CONSTRUCTION ADMINISTRATIVE SERVICES

CFO Martin Waits presented a review of the post construction administrative services. He requested approval to put an ad in the paper for a bookkeeper/accountant. The Board directed that this item be brought to the April 26, 2010 meeting.

ORGANIZATION CHART

Operations Manager Pat Mitchell presented the organizational chart.

MANAGER ON DUTY

Mr. Mitchell explained the duties of the Manager on Duty.

COMMISSIONER'S ROUNDTABLE

The Board discussed unique properties.

Commissioner Tobin stated "that waiting until next year is ok but the people that are, even if they don't have the pressure, apparently the Harborage has the pressure of the DEP and Cutcher has the pressure of the DEP. I am not sure that Cutcher can be resolved. I think the Harborage can but I am willing to let you guys figure it out but at some point in time you may not have a whole year to figure this out. You may have to figure this out in 60 days."

The Board discussed waiting until next year to assess anymore properties or changing any assessments.

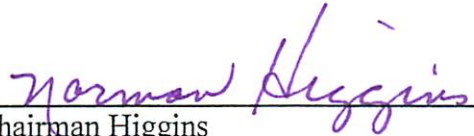
The Board discussed the penny sales tax. Mr. Dillon was directed to call the County Manager and discuss the Board's stand on the issue.

Commissioner Hammaker passed out an email mail to and from CW at Terranova.


ADJOURNMENT

The KLWTD Board adjourned the Board Meeting at 7:53 PM.

The KLWTD meeting minutes of April 12, 2010 were approved on May 10, 2010.



Chairman Higgins



District Clerk

Carol Walker, CMC