

# MINUTES

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



June 1, 2010  
98880 OVERSEAS HWY, KEY LARGO, FL 33037

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

Chairman Higgins led the Pledge of Allegiance.

### APPROVAL OF AGENDA

Commissioner Tobin pulled the Gift Policy. Commissioner Brooks pulled the Islamorada Draft. Synthia Lankford pulled Pending Payments off of Bulk Items and Commissioner Brooks pulled the minutes of Minutes of May 18, 2010. Charles Fishburn added an item about Rock Reef. Unique Properties were moved to the front of the agenda.

**Motion: Commissioner Tobin made a motion to approve the agenda as amended. Commissioner Brooks seconded the motion.**

### Vote on Motion

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

**Motion passed 5 to 0**

**PUBLIC COMMENT:** The following persons addressed the Board: Mark Carpenter, Key Largo wanted to know if Unique Properties were on the agenda. Robert Hartsing, Key Largo was unhappy about where his connection was placed. Bob Hauber, Tavernier wanted to know what the District considers Sunset Acres.

### GENERAL MANAGER'S REPORT

*Kona Kia*

Russell Yagel, of Hershoff, Lupino, and Yagel spoke to the Board about putting the tank for Kona Kia in front of Rock Reef. He requested that each property have their own tank in front of their own property.

Margaret Blank stated that Kona Kia’s landscaping on the right of way was permitted.

Commissioner Brooks would like to notify the Kona Kia that the Board is considering changing the location of the tank.

**Motion: Commissioner Majeska made a motion to move the Kona Kia’s buffer tank from in front of Rock Reef to any position along their (Kona Kia) property line which the owners choose. Commissioner Hammer seconded the motion.**

**Vote on Motion**

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

**Motion passed 3 to 2**

**DISTRICT COUNSEL REPORT**

*Unique Properties*

Mr. Dillon reviewed the different type of unique properties. He recommended not building on private properties.

This item will be brought back to the June 15, 2010 meeting for discussion with action on the July 6, 2010 meeting.

*CPH Change Order*

Mr. Fishburn explained the change order.

**Motion: Commissioner Brooks made a motion to approve the CPH Change Order in the amount of \$12,805. Commissioner Hammaker seconded the motion.**

**Vote on Motion**

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

**Motion passed 5 to 0**

*WWTP Change Order*

Mr. Fishburn reviewed the WWTP Change Order. Mr. Fishburn explained that the District and Wharton Smith are discussing \$1,900 per day for extended overhead for 120 days.

**Motion:** Commissioner Tobin made a motion to approve the concept of a settlement agreement with Wharton Smith. Commissioner Brooks seconded the motion.

**Vote on Motion**

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

**Motion passed 5 to 0**

*Vacuum Station E Change Order*

Charles Fishburn explained the change order.

**Motion:** Commissioner Hammaker made a motion to approve the Vacuum Station E Change Order. Commissioner Tobin seconded the motion.

**Vote on Motion**

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

**Motion passed 4 to 1**

Commissioner Brooks stated that he is voting for the change order without proper bidding and he is very cautious about it.

Chairman Higgins feels that it is a lot to BS.

*Employee Chart*

Mr. Fishburn introduced the chart.

*Proclamation for Cynthia Henderson*

Commissioner Hammaker will redo the proclamation.

**BULK ITEMS**

*Pending Payments for June 1, 2010*

Synthia Lankford presented an amended payments list.

**Motion:** Commissioner Brooks made a motion to approve the amended pending payment contingent upon the availability of funds. Commissioner Tobin seconded the motion.

**Vote on Motion**

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

**Motion passed 5 to 0**

*Minutes of May, 4, May 10, 2010.*

**Motion:** Commissioner Hammaker made a motion to approve the minutes of May 4 and May 10, 2010. Commissioner Brooks seconded the motion.

**Vote on Motion**

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

**Motion passed 5 to 0**

**STATUS REPORTS**

*Package Plants Status Report*

Greg Mathews presented his report

*Customer Service Status Report*

Synthia Lankford reviewed the status report

*Tie In Status Report*

Carol Walker reviewed the report.

*Operations Status Report*

Margaret Blank reviewed the status report.

**ENGINEER'S REPORT**

*Status Report and Maps*

Ed Castle answered questions about his status report.

**FINANCIAL REPORT**

*Army Corp Amendment #3*

**Motion:** Commissioner Brooks made a motion to approve the Army Corp Amendment #3. Commissioner Tobin seconded the motion.

**Vote on Motion**


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

**Motion passed 5 to 0**

**ADJOURNMENT**

The KLWTD Board adjourned the Board Meeting at 7:28 P.M.

The KLWTD meeting minutes of June 1, 2010 were approved on June 7, 2010.

  
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Chairman Higgins

  
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Carol Walker, CMC  
District Clerk