

MINUTES

Key Largo Wastewater Treatment District (KLWTD) Meeting



April 11, 2011
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a Transition Meeting at 4:01 PM. Present were Chairman Robert Majeska, Commissioners Norman Higgins, Charles Brooks, Andrew Tobin (called in at 5:24 PM), and Susie Hammaker. Also present were General Manager Charles Fishburn, the District Counsel Thomas Dillon, District Clerk Carol Walker, and other appropriate District Staff.

Martin Waits led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Higgins added a Roundtable Item on “Connections to Force Main.” Chairman Majeska added the Organizational Chart to “Transition Governance.” Operations Manager Margaret Blank added an update on “Odor Control and Backup Problem.”

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

Vote on Motion

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

Motion passed 4 to 0

CONFLICT OF INTEREST POLICIES RELATED TO COMMISSIONERS, STAFF AND VENDORS

District Counsel Thomas Dillon explained the District’s Conflict of Interest Policies. The Board discussed various scenarios.

GENERAL MANAGER, CHARLES FISHBURN CONTRACT AND TRANSITION GOVERNANCE

Chairman Majeska would like one person in charge and reporting to the Board.

Commissioner Hammaker would like to see Mr. Fishburn as a consultant until the construction is finished, not as the General Manager.

Commissioner Higgins feels that Mr. Fishburn is not needed anymore.

Commissioner Tobin would like Mr. Fishburn to review his current contract and report what he would like his duties reduced to.

This item will be for discussion on April 19, 2011.

ODOR CONTROL

Ms. Blank explained what the District is doing to eliminate odor. The grit system has been taken down and she has ordered an odor neutralizer that should be in place by the end of the week.

BACK UP

Ms. Blank explained what the District is doing to fix the problem with the valve in the pits so that there will be no problem with the valves coming loose. A temporary crew will be hired to update the connections to valves already installed.

FORCE MAIN CONNECTIONS

Ms. Blank reported that staff is contacting the Engineers and pump representatives. She said that a letter would be sent to the affected property owners.

ADJOURNMENT

The KLWTD Board adjourned the Board Meeting at 6:23PM.

The KLWTD meeting minutes of April 11, 2011 were approved on April 19, 2011.



Chairman Majeska



Carol Walker, CMC
District Clerk