

MINUTES

Key Largo Wastewater Treatment District (KLWTD) Meeting



Feb. 7 2012
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 Robert Majeska, Commissioners Andrew Tobin, Susie Hammaker, Norman Higgins (arrived at 4:08), and Charles Brooks. Also present were the General Manager Margaret Blank, District Counsel Thomas Dillon, District Clerk Carol Walker, and other appropriate District Staff.

Sabrina Johnston led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Brooks pulled the January 10, 2012 off of the Bulk Items and requested that Commissioner Tobin's item be discussion only. Commissioner Tobin would like to talk about financing the cost of moving clean outs. Commissioner Hammaker added a discussion on the Mr. Miller letter. Commissioner Higgins added an item on having the Tax Collector talk to the Board and an item on Burtis Construction. The General Manager Margaret Blank added the introduction of Sabrina Johnston and Ashley Wandler, a trip to Washington D.C., the Turblex Issue update, odor update and an item on the cost of the treatment for the water.

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 Higgins | X | | |
| Chairman Majeska | X | | |
| Commissioner Brooks | X | | |
| Commissioner Hammaker | X | | |
| Commissioner Tobin | X | | |

Motion passed 5 to 0

BULK ITEMS

Minutes of Jan. 17, 2012

RESOLUTION NO. 10-02-12

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REMOVAL OF ONE TAX PARCEL FROM THE 2009 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

RESOLUTION NO. 11-02-12

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REMOVAL OF ONE TAX PARCEL FROM THE 2010 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

RESOLUTION NO. 12-02-12

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REMOVAL OF ONE TAX PARCEL FROM THE 2011 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

RESOLUTION NO. 13-02-12

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REMOVAL OF ONE TAX PARCEL FROM THE 2007 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE

RESOLUTION NO. 14-02-12

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REMOVAL OF ONE TAX PARCEL FROM THE 2008 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE

RESOLUTION NO. 15-02-12

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REMOVAL OF ONE TAX PARCEL FROM THE 2009 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

RESOLUTION NO. 16-02-12

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REMOVAL OF ONE TAX PARCEL FROM THE 2010 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE

Appeal of Assessment and Wastewater Charges: GC Keys Property, Inc. reduction of EDUs for assessment and wastewater base facility charge.

Appeal of Assessment and Wastewater Charges: Boden LLC, reduction of EDUs for assessment and wastewater base facility charges.

Motion: Commissioner Brooks made a motion to approve the Bulk Items. Commissioner Higgins seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

Minutes of Jan. 10, 2012

Motion: Commissioner Brooks made a motion to approve the Jan. 10, 2012 Minutes as they were first presented on Jan. 17, 2012. Commissioner Hammaker seconded the motion.

Vote on Motion

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

Motion passed 3 to 2

PUBLIC COMMENT

Name:

Subject:

N/A

FINANCIAL REPORT

Report of Cash, Revenues, and Expenditures

The report was presented and a discussion was held.

Motion: Commissioner Brooks made a motion to approve the Report of Cash, Revenues, and Expenditures of Feb. 7, 2012 contingent upon availability of funds. Commissioner Tobin seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

Budget to Actual FY 2011

The Budget to Actual was presented to the Board.

Ms. Blank explained that the budgeting from now on will be based on the chart of accounts.

Balance Sheet FY 2011

The Balance Sheet was presented to the Board.

COMMISSIONER'S ITEMS

Banking

Commissioner Higgins would like to keep monies in all local banks.

The Board directed staff to contact First State Bank in writing and find out if they plan to uphold the interest rate they offered in the RFP or not and report back to the Board on Feb. 21, 2012.

Authorize Weiler Engineering to complete force main costs comparison

Commissioner Tobin explained he would like a final report on the costs comparisons to connect to the force main.

Staff will report back to the Board on the status of the unique business properties.

ENGINEER'S REPORT

Ed Castle reported on selling the District's sludge.

LEGAL CONSEL REPORT

N/A

GENERAL MANAGER

LaRocco Change Order #17

Motion: Commissioner Brooks made a motion to approve LaRocco Change Order #17. Commissioner Tobin seconded the motion

Vote on Motion

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

Motion passed 5 to 0

Metro STM Change Oder #6 & #18

Motion: Commissioner Hammaker made a motion to approve the Metro STM Change Order #6 & Change Order #18. Commission Brooks seconded the motion

Vote on Motion

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

Motion passed 5 to 0

Redland Change Order #15

Motion: Commissioner Brooks made a motion to approve the Redland Change Order #15. Commission Higgins seconded the motion

Vote on Motion

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

Motion passed 5 to 0

Temporary Relief of Wastewater Base Charges

Motion: Commissioner Brooks made a motion to grant the General Manager the authority to provide temporary relief to that customer by way of notification of the FKAA reflecting the recommendations of the Assessment Coordinator in cases where the customer’s wastewater base charge is lowered by a proper assessment review until which time as the actual review is acted upon by the Board of Commissioners. Commission Hammaker seconded the motion

Vote on Motion

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

Motion passed 5 to 0

Update on CR 905

Motion: Commissioner Brooks made a motion to accept Staff’s recommendation that he District furnish and install grinder pumps within casements as planned. Commission Hammaker seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

Special District Legislation

Ms. Blank presented the report. Currently there is no concern for the District as things are written.

Trip to Washington DC

Motion: Commissioner Brooks made a motion to approve a trip to Washington DC for Margaret Blank and Commissioner Hammaker. Commission Higgins seconded the motion.

Vote on Motion

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

Motion passed 4 to 0

Update on Turblex

Ms. Blank and Jim Brush explained that the District does not have to pay Turblex.

Odor Control

Jim Brush gave a report on odor control.

Cost of Water Treatment

Ms. Blank reported \$3.60 a gallon at the plant to treat the water without sludge hauling.

COMMISSIONER'S ROUND TABLE

Dr. Miller's Letter

The paragraph on the Reef will be removed from the Magnet Letter.

Tax Collector

The Tax Collector would like to talk to the Board. Commissioner Higgins will arrange it.

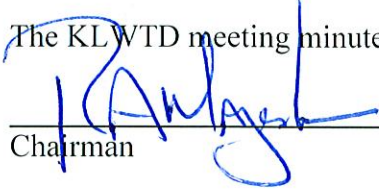
Liens on Homes to Move Connection Boxes

Commissioner Tobin would like the Board to look into moving a connection box and financing the move.

ADJOURNMENT

The KLWTD Board adjourned the Board Meeting 6:48 PM.

The KLWTD meeting minutes of Feb. 7, 2012 were approved on Feb. 14, 2012



Chairman



Carol Walker, CMC District Clerk