

MINUTES

Key Largo Wastewater Treatment District (KLWTD) Meeting



November 7, 2012
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a Commission Meeting at 4:02 PM. Present were Chairman Majeska, Commissioners, Norman Higgins, and Charles Brooks. Also present were the General Manager Margaret Blank, General Counsel, Ray Giglio, District Clerk Carol Walker, and other appropriate District Staff.

Commissioner Brooks led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Brooks moved the RFP for Accounting & Payroll Software to action. General Manager General Margaret Blank added an item on Island Dolphin Care and an item on the Tallahassee trip. The item on Gift Policy was moved to the next meeting.

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

Vote on Motion

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

Motion passed 3 to 0

PRESENTATION

Randy Brumm

Mr. Brumm was presented with a Proclamation congratulating him on obtaining his Class B license.

PUBLIC COMMENT

Name & Address

Randy Bell, Water Resource Technologies
Susie Hammaker, Key Largo

Subject

Grinder Pumps
Job well done at Stillwright Point with flooding

BULK ITEMS

Minutes of Oct, 16 2012

RESOLUTION NO. 67-11-12

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

RESOLUTION NO. 68-11-12

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

RESOLUTION NO. 69-11-12

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REMOVAL OF ONE TAX PARCEL FROM THE 2012 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

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

Vote on Motion

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

Motion passed 3 to 0

FINANCIAL REPORT

Report of Cash, Revenues, and Expenditures

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

Vote on Motion

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

Motion passed 3 to 0

457(b) Retirement Plan

The Finance Department explained the plan.

Motion: Commissioner Brooks made a motion to move the 457(b) Retirement Plan to action and approve it. Commissioner Higgins seconded the motion.

Vote on Motion

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

Motion passed 3 to 0

RFP for Accounting & Payroll Software

Motion: Commissioner Brooks made a motion to proceed with the RFP for Accounting & Payroll Software. Commissioner Higgins seconded the motion.

Vote on Motion

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

Motion passed 3 to 0

ENGINEER REPORT

Ed Castle reported CR905 has started.

LEGAL COUNSEL REPORT

Appointment of David Asdourian to KLWTD Board

Ray Giglio explained the order from the Governor's office that the District has to hold a Special Election to replace Commissioner Hammaker.

GENERAL MANAGER REPORT

Flood Proofing Vacuum Station's I & JK

Motion: Commissioner Brooks made a motion to Award Bid for Flood Proofing Vacuum Stations I & JK to Cottrell Welding. Commissioner Higgins seconded the motion.

Vote on Motion

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

Motion passed 3 to 0

Collection System Report High Tides

Operations Manager Daniel Saus gave a report on a job well done by staff during the latest flooding of some neighborhoods.

Island Dolphin Care

Margaret Blank told the Board that the Island Dolphin Care accepted the agreement with the KLWTD District.

Tallahassee Trip

Margaret Blank reported that the meeting in Tallahassee went well and was very well accepted.

ADJOURNMENT

The KLWTD Board adjourned the Board Meeting 6:45 PM.

The KLWTD meeting minutes of Nov. 7, 2012 were approved on Nov. 13, 2012.



Chairman



Carol Walker, CMC District Clerk