

# MINUTES

## Key Largo Wastewater Treatment District Transition (KLWTD) Meeting



July 9, 2013  
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, Andy Tobin, Norman Higgins, David Asdourian, and Steve Gibbs. Also present were the General Manager Margaret Blank, General Counsel, Ray Giglio, District Clerk Carol Walker, and other appropriate District Staff.

Commissioner Tobin led the Pledge of Allegiance.

### APPROVAL OF AGENDA

Commissioner Asdourian added an item on Vacuum Station F. Commissioner Tobin added an item under Commissioner's Round Table concerning meeting times.

**Motion: Commissioner Asdourian made a motion to approve the agenda as amended. Commissioner Gibbs seconded the motion.**

### Vote on Motion

Member	Yes	No	Other
Commissioner Higgins	X		
Chairman Majeska	X		
Commissioner Gibbs	X		
Commissioner Tobin	X		
Commissioner Asdourian	X		

**Motion passed 5 to 0**

### INTRODUCTIONS

Paul Christian introduced the new customer service representative, Mellissa Cornelison.

### PUBLIC COMMENT

#### Name & Address

Sue Heim, Key Largo

John Hammerstrom, Key Largo

#### Subject

Senior Staff Attitude

Grievance Policy

Clarify paper work.

**ACTION ITEMS**

*Minutes of July 2, 2013*

**Motion:** Commissioner Asdourian made a motion to approve the Minutes of July 2, 2013. Commissioner Higgins seconded the motion.

**Vote on Motion**

Member	Yes	No	Other
Commissioner Higgins	X		
Chairman Majeska	X		
Commissioner Gibbs	X		
Commissioner Tobin	X		
Commissioner Asdourian	X		

**Motion passed 5 to 0**

**DISCUSSION ITEMS**

*Hold Harmless Agreement Time Limit*

Commissioner Gibbs asked Dan Saus to review his calendar list for installing Grinder Pumps. Dan Saus explained that there would be extra costs to install grinder pumps once an area has been completed.

The Board discussed sending out certified letters to the people who have not signed up for installation. The Board members want the owners to know what the District’s timetable is and that there will be an extra cost for installation after the District is out of the neighborhood. The Board requested that an a-frame sign be placed in the neighborhoods with the information.

**Motion:** Commissioner Tobin made a motion to have staff send out final notice certified letters to the unique property owners who have not signed up. Commissioner Gibbs seconded the motion.

**Vote on Motion**

Member	Yes	No	Other
Commissioner Higgins	X		
Chairman Majeska	X		
Commissioner Gibbs	X		
Commissioner Tobin	X		
Commissioner Asdourian	X		

**Motion passed 5 to 0**

*Grievance Policy*

Ray Giglio, District Counsel, discussed the changes that the Board wants in the Grievance Policy. This item will be brought back to the Board on July 16, 2013

*Government Assessment Inter-Local*

Paul Christian explained the need for agreements with government entities in order to collect the District’s assessment.

**COMMISSIONER'S ROUNDTABLE**

*Vacuum Station F*

Dan Saus explained that on heavy use days there is not enough vacuum sent out to Vacuum Station F. He explained that there needs to be a repair made, repairing or replacing the lift. The low bid for the work is \$9,950.

**Motion:** Commissioner Tobin made a motion to approve the Page Construction Contract for \$9,950 for repair work at Vacuum Station F. Commissioner Gibbs seconded the motion.

**Vote on Motion**

Member	Yes	No	Other
Commissioner Higgins	X		
Chairman Majeska	X		
Commissioner Gibbs	X		
Commissioner Tobin	X		
Commissioner Asdourian	X		

**Motion passed 5 to 0**

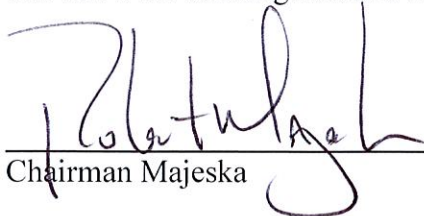
*MEETING TIMES*

Commissioner Tobin would like to start the meetings at 5:00 PM and limit the meeting to two hours.

**ADJOURNMENT**

The KLWTD Board adjourned the Board Meeting at 5:14 PM.

The KLWTD meeting minutes of July 9, 2013 were approved on July 16, 2013.

  
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 Chairman Majeska

  
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 Carol Walker, CMC District Clerk