

MINUTES
Key Largo Wastewater Treatment District Board (KLWTD)
Meeting



Nov. 5, 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, Norman Higgins, Andy Tobin, and Steve Gibbs. Also present were the General Manager, Margaret Blank, Chief Information Officer, Paul Christian, General Counsel, Ray Giglio, District Clerk Carol Walker, and other appropriate District Staff.

Commissioner Higgins led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Tobin requested that the Elections be put off until the Nov. 12th. Commissioner Gibbs requested that Legal give a report on his Letter to Metro and a discussion on moving the November 19th meeting.

Motion: Commissioner Tobin 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			Absent

Motion passed 4 to 0

PUBLIC COMMENT

Name & Address

D.A. Aldridge, Tavernier, FL

Subject

Grievance Policy

ENGINEER'S REPORT

N/ A

BULK ITEMS

Minutes of Oct. 15, 2013

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

Vote on Motion

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

Motion passed 4 to 0

EDU Adjustment of AK#1590070

Moved to December 10, 2013 meeting.

FINANCIAL REPORT

Pending Payments

Connie Fazio reviewed the Pending Payments and answered Commissioners questions. She explained that the revenue report will be done once a month to better explain what has happened in the month.

Motion: Commissioner Higgins made a motion to approve the pending payments of Nov. 5, 2013 contingent on the availability of funds. 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			Absent

Motion passed 4 to 0

Health Insurance

Motion: Commissioner Tobin made a motion to approve the contract for Health Insurance for 2014 with the Florida League of Cities for a monthly rate of \$758.58 per employee. 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			Absent

Motion passed 4 to 0

COMMISSIONER'S ITEMS

Moving November 19th meeting

Motion: Commissioner Tobin made a motion to start the November 19, 2013 at whatever time County Commissioner Caruthers would be able to attend. 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			Absent

Motion passed 4 to 0

OPERATIONS REPORT

WWTP Headworks Barscreen Rehabilitation

Motion: Commissioner Higgins made a motion to approve the WWTP Headworks Barscreen Rehabilitation in the amount of \$22,514.00. 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			Absent

Motion passed 4 to 0

Collections Vacutron Rehabilitation

Motion: Commissioner Higgins made a motion to approve the Collections Vacutron Rehabilitation in the amount of \$11,723.65. 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			Absent

Motion passed 4 to 0

Time Extension

Motion: Commissioner Higgins made a motion to extend the meeting 30 minutes. Commissioner Tobin seconded the motion.

Vote on Motion

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

Motion passed 3 to 1

LEGAL COUNSEL REPORT

Grievance Policy

The Board reviewed the policy.

Motion: Commissioner Higgins made a motion to extend the meeting 30 minutes. 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			Absent

Motion passed 4 to 0

The Board directed staff to remove the Board from the Grievance Policy.

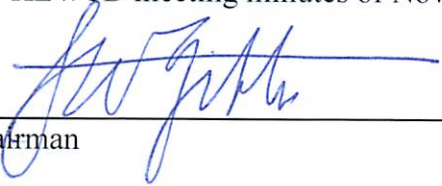
Letter to Metro

Commissioner Gibbs requested an update on the letter when it is sent out.


ADJOURNMENT

The KLWTD Board adjourned the Board Meeting at 6:43 PM.

The KLWTD meeting minutes of Nov. 5, 2013 were approved on Nov. 12, 2013.



Chairman



Carol Walker, CMC District Clerk