

MINUTES

Key Largo Wastewater Treatment District Commission (KLWTD) Meeting



March 4, 2014
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a Commission Meeting at 4:00 PM. Present were, Chairman Steve Gibbs, Commissioners, Andy Tobin, Norman Higgins, David Asdourian, and Robby Majeska (arrived at 3:47PM). Also present were General Manager Margaret Blank, Chief Information Officer, Paul Christian, General Counsel, Ray Giglio, District Clerk Carol Walker, and other appropriate District Staff.

Margaret Blank led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Higgins added an item on customers in the rears on monthly payments. Dan Saus added an item on Plant of the Year Award. Paul Christian removed the Assessments & Refund presentation and the Tax Certificate Sales & Assessments Item.

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

Vote on Motion

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

Motion passed 4 to 0

CLOSED SESSION

Chairman Gibbs announced that the Board will now go into closed session to discuss D.N. Higgins, Inc. at 3:36 PM: and the following persons will be in attendance and no one else: General Manager Margaret Blank, General Counsel Ray Giglio, Chairman Steve Gibbs, Commissioners, Robert Majeska, Andrew Tobin, Norman Higgins, and David Asdourian, and Court Reporter Tina Roeberg.

March 4, 2014 Meeting called back in session at 4:14 PM.

PUBLIC COMMENT

Name & Address

Subject

N/A

PRESENTATION

Plant of the Year Type 1 Wastewater Facility South DEP District 2013 Award

Jered Primicerio presented the award for the 2013 Plant Operations Excellence Award in Recognition of Outstanding Operation through Dedicated Professionalism for Type I Wastewater Facility South DEP District. Also present were Stan Shawler, Lead Operator, Joe Williams and Daniel Watson, Wastewater Treatment Plant Trainees who received gift certificates from the District presented by Dan Saus, Operations Manager.

BULK ITEMS

Feb 18, 2014 Minutes

Motion: Commissioner Asdourian made a motion to approve the Minutes of Feb. 18, 2014. Commissioner Higgins seconded the motion.

Vote on Motion

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

Motion passed 5 to 0 .

COMMISSIONER ITEMS

Monthly Meetings

Chairman Gibbs would like the District to reduce the meetings down to two a month.

CUSTOMER'S IN REARS

Commissioner Higgins would like the District to do something to help the customers who owe a large amount on unpaid water bills.

Chairman Gibbs recommended that the customers contact staff first.

ENGINEERING REPORT

Ed Castle reported that Operations (Dan Saus) tested a system that will help with the low vacuum problem in Basin F.

OPERATIONS REPORT

Plant Pump Station Backup Pump

Dan Saus reported on the need for the pump.

Motion: Commissioner Asdourian made a motion to approve the Plant Pump Station Back Up Pump in the amount of \$12,429.00. Commissioner Higgins seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

GENERAL MANAGER'S REPORT

FL Keys Days Sponsorship

Motion: Commissioner Asdourian made a motion to approve a \$500 contribution to Leadership Monroe County for Florida Keys Days. Commissioner Higgins seconded the motion.

Vote on Motion

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

Motion passed 5 to 0

Florida Keys Days Representative

The Board agreed that Commissioner Majeska will represent the District at the Florida Keys Days event along with the General Manager Margaret Blank.

Reclaimed Water System

The Board discussed the possibility of putting in a reclaimed water system and directed the Manager to bring back more information on the subject.

ADJOURNMENT

The KLWTD Board adjourned the Board Meeting at 5:47 PM.

The KLWTD meeting minutes of March 4, 2014 were approved on March 18, 2014.



 Chairman Gibbs



 Carol Walker, CMC District Clerk