

MINUTES

Key Largo Wastewater Treatment District Commission (KLWTD) Meeting



April 15, 2014
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a Commission Meeting at 3:30 PM. Present were, Chairman Steve Gibbs, Commissioners, Andy Tobin (arrived 4:07 pm), Norman Higgins, David Asdourian, and Robby Majeska. 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.

Ed Castle led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Asdourian added an item on lateral connection contractors. Chairman Gibbs removed his item on the Elks Lodge and requested it for the May 6th meeting. The Manager added an item on updating the Board on the Elk's Lodge connection.

Motion: Commissioner Asdourian a motion to approve the agenda as amended.
Commissioner Majeska seconded the motion.

Vote on Motion

Member	Yes	No	Other
Commissioner Higgins	X		
Commissioner Majeska	X		
Commissioner Tobin			Absent
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 3:34 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.

Closed Session was canceled.

PUBLIC COMMENT

Name & Address

Subject

N/A

BULK ITEMS

April 15, 2014 Minutes

Motion: Commissioner Asdourian made a motion to approve the Minutes of April 8, 2014. Commissioner Majeska seconded the motion.

Vote on Motion

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

Motion passed 4 to 0

COMMISSIONER ITEMS

Lateral Connection Plumbers

Commissioner Asdourian noted that the plumbing contractors who install lateral connections will be moving their operations south, and that soon it will become difficult and more expensive for Key Largo residents to hook up. The Board directed staff to look into hiring a public relations firm or producing a newsletter to inform the public of the need to connect and other KLWTD news.

CUSTOMER SERVICE

EDU Adjustment Key Largo Shopping Center

Motion: Commissioner Asdourian made a motion to approve the EDU adjustment on the Key Largo Shopping Center from 4.5 to 6.4. Commissioner Higgins seconded the motion.

Vote on Motion

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

Motion passed 4 to 0

EDU Adjustment of Best Western

Motion: Commissioner Asdourian made a motion to approve the adjustment from 78.2 EDU's to 72.3 EDU's. Commissioner Majeska seconded the motion.

Vote on Motion

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

Motion passed 4 to 0

Commissioner Tobin arrived at the meeting at 4:07 pm, by which time, it was too late to vote on the motion.

Resolution No. 02-04-14

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REQUEST OF MM102.421, LLC (SHAWN TOLLEY) FOR REMOVAL OF TWO TAX PARCEL FROM THE 2006 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE

Motion: Commissioner Asdourian made a motion to approve Resolution No. 02-04-14. 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

ENGINEERING REPORT

Ed Castle explained the he had been working on a report on using solar energy at the plant and vacuum stations and he should have a report on solar and wind energy at the May 6th meeting.

FINANCIAL REPORT

KLWTD Cash Basis Financial Report March 2014

Connie Fazio presented the report.

The Board requested the running total be added to the report.

Amendment to Existing SRF Loan No. 46409P

Motion: Commissioner Tobin made a motion to approve the amendment to SRF Loan No. 46409P with the stipulation that there will be no draw down without Board approval. Commissioner Asdourian 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 4 to 1

Amendment to Existing SRF Loan No. 464010

Motion: **Commissioner Asdourian made a motion to approve the amendment to SRF Loan No. 464010. 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 4 to 1

LEGAL REPORT

District Counsel Ray Giglio asked the Board for a Closed Session on May 6, 2014 at 3:30 PM. The Board approved the request.

GENERAL MANAGER'S REPORT

Employment Contract

The Board discussed raising the General Manager's salary and/or giving her a bonus.

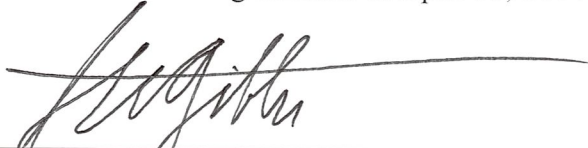
Elk's Lodge

The Manager gave the Board an update on the options that the Elk's Lodge has to connect to the sewer.

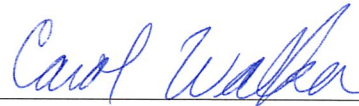
ADJOURNMENT

The KLWTD Board adjourned the Board Meeting at 5:28 PM.

The KLWTD meeting minutes of April 15, 2014 were approved on May 6, 2014.



 Chairman Gibbs



 Carol Walker, CMC District Clerk