

MINUTES

Key Largo Wastewater Treatment District Commission (KLWTD) Meeting



September 16, 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 Stephen Gibbs, Commissioners Norman Higgins, Robert Majeska, and David Asdourian. Also present were General Manager Paul Christian, Consultant Margaret Blank, Chief Information Officer Rob Bulkiewicz, General Counsel Ray Giglio, Operations Manager Dan Saus, Deputy Clerk Melissa Cornelison, and other appropriate District Staff. Commissioner Andrew Tobin was absent.

Ms. Margaret Blank led the Pledge of Allegiance.

APPROVAL OF AGENDA

Chairman Gibbs added an update on the RFP for the Vacuum Station Ventilation project at Vacuum Stations A, D, and E, and the Vacuum Monitoring System. Chairman Gibbs also added a report on Islamorada Salinity.

Motion: Commissioner Asdourian made a motion to approve the agenda as amended. Commissioner Majeska seconded the motion and the motion passed 4 to 0.

PUBLIC COMMENT

There was no Public Comment at this meeting.

BULK ITEMS

Minutes of August 19, 2014 and September 2, 2014

Motion: Commissioner Higgins made a motion to approve the Minutes of August 19, 2014 and September 2, 2014. Commissioner Asdourian seconded the motion and the motion passed 4 to 0.

FINANCIAL REPORT

Insurance Renewal Policies and Premiums for FY2014-15

Senior Finance Manager Connie Fazio answered questions from the Board about the increase in coverage for Inland Marine. She stated that the increase was due to the addition of 127 grinder pumps and 2 generators to the policy. Paul Christian also noted the deductible was lowered.

Motion: Commissioner Asdourian made a motion to approve the Insurance Renewal Policies and Premiums for FY2014-15. Commissioner Majeska seconded the motion and the motion passed 4 to 0.

Paul Christian reported to the Board that the Amendment to SRF Loan #46401P removed the additional funding of 1.6M that was previously approved by the Board in Amendment 4.

Motion: Commissioner Asdourian made a motion to approve SRF Loan #46401P Amendment 5. Commissioner Majeska seconded the motion and the motion passed 4 to 0.

OPERATION'S REPORT

Cross Key/Manatee Bay Cost Update

District Engineer Ed Castle delivered an update to the Key Largo Wastewater Treatment District Engineering Report on Cold Spots, dated November 12, 2008. Mr. Castle gave a cost estimate for providing a 2015-compliant wastewater treatment system to the Cross Key/Manatee Bay area and answered questions from the Board. Mr. Castle recommended an on-site 2015 BAT treatment system and a vacuum collection system. Paul Christian recommended that the District get a full engineering report and survey, determine how the properties will be assessed, develop a plan to obtain easements, and decide on a location for a treatment plant. Mr. Christian also stated that Staff was compiling feedback from the community.

RFP for Vacuum Station Ventilation and a Vacuum Monitoring System Update

Dan Saus reported that the RFP for the Vacuum Station Ventilation System is complete and that, after the first of the fiscal year, the District will be moving forward with the project.

Islamorada Salinity Update

Dan Saus reported that Islamorada's salinity went down this week, but that he wanted to see the effect tides could have in the weeks to come. He also stated that Islamorada is replacing two vacuum pits a day in an effort to mitigate salinity.

Commissioner Majeska requested that Staff create a one-page monthly progress report for the Board containing: the current number of people connected, average amounts of flow from Key Largo and Islamorada, and the number of customer service and collection call-outs.

LEGAL COUNSEL REPORT

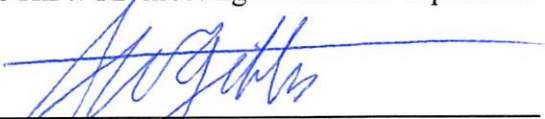
Special Assessment/Assistance for Low Income Customers & Commercial Unique Properties

Ray Giglio presented his findings on the question of providing a special assessment/assistance for low income customers and commercial unique properties.

ADJOURNMENT

The KLWTD Board adjourned the Board Meeting at 5:07 PM.

The KLWTD meeting minutes of September 16, 2014 were approved on October 7, 2014.



Chairman Gibbs



Melissa Cornelison Deputy Clerk