



## MINUTES

The Key Largo Wastewater Treatment District Board of Commissioners met for their regular scheduled meeting at 4:01 PM. Present were Chairman David Asdourian, Commissioners Norman Higgins, Stephen Gibbs, Andrew Tobin and Robert Majeska. Also present were General Manager Paul Christian, Chief Information Officer Rob Bulkiewicz, General Counsel Ray Giglio, Finance Manager Connie Fazio, Operations Manager Daniel Saus, Finance Director Peter Rosasco with Bishop, Rosasco and Company, District Clerk Mariela Montedeoca and other appropriate District Staff.

District Counsel, Ray Giglio led the Pledge of Allegiance.

### RECOGNIZE DISTRICT STAFF

Paul Christian recognized Joe Williams as the District's Employee of the Month.

### APPROVAL OF AGENDA

- Commissioner Majeska added an item to update the Board on the status of the Florida Forever Bill.
- Commissioner Majeska also added an item to discuss an update on Florida Keys Day.
- Commissioner Gibbs added an item to discuss naming for the new administrative building and its meeting room.

**Motion:**        **Commissioner Gibbs made a motion to approve the agenda as amended and Commissioner Tobin seconded the motion. The motion passed without objection.**

### BULK ITEMS

*Minutes of February 3, 2015*

*Waiver of Assessment*

- *Resolution No. 03-02-15*
  - A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REQUEST OF MONROE COUNTY LAND AUTHORITY FOR REMOVAL OF ONE TAX PARCEL BEING USED AS CONSERVATION LAND FROM THE 2007 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE

- *Resolution No. 04-02-15*
  - A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REQUEST OF MONROE COUNTY LAND AUTHORITY FOR REMOVAL OF TWO TAX PARCELS BEING USED AS CONSERVATION LAND FROM THE 2009 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE
  
- *Resolution No. 05-02-15*
  - A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REQUEST OF MONROE COUNTY LAND AUTHORITY FOR REMOVAL OF ONE TAX PARCEL BEING USED AS CONSERVATION LAND FROM THE 2012 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE
  
- *Resolution No. 06-02-15*
  - A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REQUEST OF LAKE SURPRISE II CONDOMINIUM ASSOCIATION INC FOR REMOVAL OF ONE TAX PARCEL FROM THE 2006 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE

**Motion:**        **Commissioner Tobin made a motion to approve Bulk Items. Commissioner Gibbs seconded the motion. The motion passed without objection.**

## **GENERAL MANAGER'S REPORT**

### **FINANCIAL REPORT**

#### *Quarterly Financial Report 1<sup>st</sup> Quarter FY2015*

Finance Director Peter Rosasco with Bishop, Rosasco and Company presented the first quarter of 2015 financial reports and answered questions from the Board.

### **LEGAL COUNSEL REPORT**

#### *Summary of Closing 103355 Overseas Highway*

Legal Counsel Ray Giglio presented the summary of closing for the newly purchased building at 103355 Overseas Highway and answered questions from the Board.

#### *Resolution of Low-Flow Non-Residential parcels*

- *Resolution No. 08-02-15*
  - A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, ESTABLISHING A PROGRAM FOR LOW-FLOW NON-RESIDENTIAL PARCELS REQUIRED TO

CONNECT TO A FORCE MAIN; SETTING THE REQUIREMENTS THEREFORE; AND ESTABLISHING AN EFFECTIVE DATE

Legal Counsel Ray Giglio presented a resolution for low-flow non-residential parcels and answered questions from the Board.

**Motion:** Commissioner Tobin made a motion to approve the Resolution establishing a program for low flow nonresidential parcels. Commissioner Gibbs seconded the motion.

**Vote on Motion**

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

**Motion passed 5 to 0**

*Paid Apprenticeship Resolution*

- *Resolution No. 07-02-15*
  - A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, ESTABLISHING A ONE-YEAR PAID APPRENTICESHIP PROGRAM; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

Legal Counsel Ray Giglio presented a Resolution for a paid apprenticeship program and answered questions from the Board. Human Resources Coordinator Kim Carpenter summarized a meeting she had with Chris Paris, Coral Shore's Senior Guidance Counselor and answered questions from the Board.

Commissioner Tobin suggested that Mr. Giglio to take paragraph three out of the resolution.

**Motion:** Commissioner Tobin made a motion to approve a Resolution establishing a one year apprenticeship program as corrected. Commissioner Gibbs seconded the motion and the motion passed without objection.

**5:00PM PUBLIC HEARING**

At 5:00 PM Chairman Asdourian suspended the meeting and opened the meeting with the purpose of hearing public comment regarding Resolution No. 02-02-15.

No Public comments were made

At 5:08PM Chairman Asdourian closed the Public Hearing and reopened the regular meeting.

- *Resolution No. 02-02-15*

- A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, KEY LARGO, FLORIDA ELECTING TO USE THE UNIFORM METHOD OF COLLECTING NON-AD VALOREM SPECIAL ASSESSMENTS LEVIED WITHIN THE UNINCORPORATED AREA OF THE ISLAND OF KEY LARGO; STATING A NEED FOR SUCH LEVY; PROVIDING FOR THE MAILING OF THIS RESOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE

**Motion: Commissioner Higgins made a motion to approve Resolution 02-02-15. Commissioner Gibbs seconded the motion.**

**Vote on Motion**

<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Other</b>
<b>Commissioner Higgins</b>	<b>X</b>		
<b>Commissioner Gibbs</b>	<b>X</b>		
<b>Commissioner Tobin</b>	<b>X</b>		
<b>Commissioner Majeska</b>	<b>X</b>		
<b>Chairman Asdourian</b>	<b>X</b>		

**Motion passed 5 to 0**

**OPERATION'S REPORT**

*Update on Digester Construction Project*

Operation Manager Daniel Saus presented a power point presentation on Wharton Smith's progress on the construction of the new biosolids digester tank at the District's Wastewater Treatment Plant and answered questions from the Board.

**COMMISSIONERS'S ITEM/ ROUNDTABLE**

*Florida Forever Bill*

General Manager Paul Christian reported that Representative Holly Raschein announced her plan to focus on getting the \$50M Mayfield Grant funds this year while work continues on the Florida Keys Environmental Stewardship Bill.

*Florida Keys Day Sponsorship and Donation*

Mr. Paul Christian discussed the 2015 Sponsorship Packages. The Commissioners discussed donation options to support this event.

*Naming of New Administrative Office Building and Meeting Room*

Commissioner Gibbs suggested that the District consider naming the new administrative building the "Ken Sorensen Administrative Building" and naming the meeting room the "Charlie Brooks Meeting Room".

The Board discussed the proposed naming and tasked staff with further investigation.

### **ADJOURNMENT**

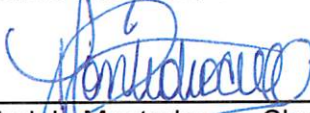
The KLWTD Board adjourned the Board Meeting at 5:46PM.

The KLWTD meeting minutes of February 10, 2015 were approved on February 17, 2015.



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David Asdourian, Chairman



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Mariela Montedeoca, Clerk