



MINUTES

The Key Largo Wastewater Treatment District Board of Commissioners met for their regular scheduled meeting at 4:00 PM on October 20, 2015. Present were Chairman David Asdourian, Commissioner Andrew Tobin, Commissioner Robert Majeska, Commissioner Stephen Gibbs, and Commissioner Norman Higgins. Also present were General Manager Paul Christian, Chief Information Officer Rob Bulkiewicz, General Counsel Ray Giglio, Finance Manager Connie Fazio, Operations Manager Chuck Adams, Ed Castle with Weiler Engineering, District Clerk Katherine Jackson, and other appropriate District Staff.

Mr. Chuck Adams led the Pledge of Allegiance.

AGENDA ADDITIONS, CORRECTIONS OR DELETIONS

- Commissioner Majeska added two items: 1) discussion the dewatering process under Operations Report, 2) discussion of code enforcement under Commissioner's Roundtable.
- Chairman Asdourian requested that the Morgado, PA Invoice be changed from Action to Discussion.

APPROVAL OF AGENDA

Motion: Commissioner Gibbs made a motion to approve the agenda as amended, and Commissioner Higgins 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

PUBLIC COMMENT

Name and Address

Subject

Sue Heim
Key Largo

General Comments on KLWTD

Ms. Sue Heim stated her opinion of the code enforcement process and the length of time it would take for all cases to be processed.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Minutes of October 13, 2015

Commissioner Tobin requested Ms. Sue Heim's public comment referring to the item *Whether to Allow Severn Trent Services to Make a Presentation* be changed to "Ms. Sue Heim asked the Board to defer the item to give interested persons the opportunity to appear before the Board."

Commissioner Gibbs and Commissioner Tobin asked for clarification regarding the vote on *Authorization of the General Manager to Negotiate and Execute a Contract with Vogt-Spear Corporation, Not to Exceed \$337,500.*

The Board directed the Clerk to make the changes and bring the minutes back to the November 3, 2015 meeting for approval.

OPERATIONS REPORT

Dewatering

Commissioner Majeska requested that staff educate the Board on the process and cost of dewatering.

Staff explained the dewatering process and associated costs, and answered questions from the Board.

ENGINEER'S REPORT

Update on Status of Negotiations with Wharton-Smith for Blower Upgrade

Mr. Ed Castle reported that he has been working with Mr. Greg Williams of Wharton-Smith and the various suppliers for the Blower Upgrade Project to identify areas that could result in overall savings. Mr. Castle stated that he is still trying to find reliable references for the blower alternative.

Mr. Castle and staff answered questions from the Board.

ADMIN/CUSTOMER SERVICE REPORT

Administration Building Progression Timeline

Mr. Rob Bulkiewicz reported that phase II is complete pending the project engineer's receipt and verification of the concrete mix report. Mr. Bulkiewicz informed the Board that he is working closely with other staff and Mr. Chris Vogt from Vogt-Spear Corporation to find cost savings and negotiate a final price for the remodel of the administration building.

Staff answered questions from the Board.

COMMISSIONER'S ITEMS

Morgado, PA Invoice (Chairman Asdourian)

Chairman Asdourian led a discussion regarding the Morgado, PA invoice, which contained charges stemming from Commissioner Tobin's request for a memorandum concerning ministerial and discretionary duties of the Board. Chairman Asdourian suggested that, since the charges were incurred prior to the Board's vote approving outside legal counsel, Commissioner Tobin should be held responsible for those charges.

Commissioner Tobin stated that the Board has a long-standing policy that commissioners were able to consult with legal counsel to get a second legal opinion as long as the attorney was on retainer with the District. Commissioner Tobin also stated the importance of the Board having access to a second attorney without the need for a vote.

Commissioner Gibbs stated that he was not provided with the memorandum from Morgado, PA, and he requested that the Board be furnished with the documents prepared by Mr. Morgado. Commissioner Tobin agreed to provide those documents.

Commissioner Majeska objected to the use of the phrase "hand in the cookie jar" by Chairman Asdourian, as that phrase implies that Commissioner Tobin was stealing something from the District.

Commissioner Tobin left the meeting at 5:05 PM.

LEGAL REPORT

Vogt-Spear Intent to Award Legality

Commissioner Majeska asked Mr. Ray Giglio to address whether there are any legal issues associated with issuing an Intent to Award to Vogt-Spear in light of the e-mail message that was sent to the District by Mr. Christian Brisson of Pedro Falcon

Contractors, Inc., another company that had submitted a proposal for the Headquarters Building Remodel Project.

Mr. Giglio informed the Board that the RFP documents clearly stated that the District is the sole judge of which Proposal and resulting agreement is most advantageous to, and is in its best interest of the District. Mr. Giglio also informed the Board that this e-mail was sent from a contractor who turned in one of the highest bids for the Headquarters Building Remodel Project.

Staff answered questions from the Board.

ROUNDTABLE DISCUSSION


Code Enforcement

Commissioner Majeska led a discussion regarding the length of time it would take to send all unconnected parcels to Monroe County Code Compliance, stating that he thought all parcels that had received a certified final notice should be sent to code right away.


Mr. Paul Christian explained that the District's notification process has been recently modified, and that certified letters are now sent to parcel owners and door hangers are now left at properties that will be sent to code compliance. Mr. Christian suggested that staff prepare a presentation and give it at a future date.

ADJOURNMENT

The Meeting was adjourned at 5:29 PM.



David Asdourian, Chairman



Katherine Jackson, Clerk