



MINUTES

The Key Largo Wastewater Treatment District Board of Commissioners met for their regular scheduled meeting at 4:00 PM on January 12, 2016. Present were Chairman David Asdourian and Commissioners Andrew Tobin, Norman Higgins and Stephen Gibbs. Also present were 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. Commissioner Robert Majeska and General Manager Paul Christian were in Washington, D.C. on District business.

Ms. Sue Heim led the Pledge of Allegiance.

AGENDA ADDITIONS, CORRECTIONS OR DELETIONS

- Commissioner Gibbs added two items: 1) an update on Islamorada under Engineer's Report and 2) a discussion of a Monroe Park Resolution under Roundtable Discussion.
- Mr. Rob Bulkiewicz added two items under Admin/Customer Service Report: 1) a discussion of Administration Building Construction Update and 2) Vogt-Spear Change Order No. 1.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

Minutes of January 5, 2016

Motion: Commissioner Gibbs made a motion to approve the Minutes of January 5, 2016 and Commissioner Higgins seconded the motion.

Vote on Motion

Commissioner Gibbs –	Aye
Commissioner Higgins –	Aye
Commissioner Tobin –	Aye
Chairman Asdourian –	Aye
Commissioner Majeska –	Absent

Motion Passed: 4 to 0

OPERATIONS REPORT

Phased Plan for Activation of Sequential Batch Reactor (SBR) #3

Mr. Chuck Adams presented to the Board the phased plan to activate SBR #3. Mr. Adams informed the Board that staff was currently working in Phase II of the plan. Mr. Ed Castle stated that SBR #3 was recently run, so all components should be in working order.

Staff answered questions from the Board.

ENGINEER'S REPORT

Treatment Flow Concerns

Mr. Ed Castle informed the Board that staff has been working closely with the various entities that operate the Islamorada sewer system to monitor and address any unforeseen challenges that may arise. Mr. Castle stated that Islamorada staff is being diligent in further improving their salinity and flows.

Staff answered questions from the Board.

ADMIN / CUSTOMER SERVICE REPORT

Administration Building Construction Update

Mr. Rob Bulkiewicz gave a PowerPoint presentation on the status of construction at the administration building, and answered questions from the Board.

Vogt-Spear Change Order No. 1

Mr. Rob Bulkiewicz presented the Vogt-Spear Change Order No. 1 to the Board and explained what it entailed. Mr. Bulkiewicz gave the Board a rough breakdown of the price upon request from Commissioner Tobin, and answered additional questions from the Board.

Motion: Commissioner Higgins made a motion to approve Vogt-Spear Change Order No. 1 and Commissioner Gibbs seconded the motion.

Vote on Motion:

Commissioner Higgins –	Aye
Commissioner Gibbs –	Aye
Commissioner Tobin –	Nay
Chairman Asdourian –	Aye
Commissioner Majeska –	Absent

Motion Passed: 3 to 1

ROUNDTABLE DISCUSSION

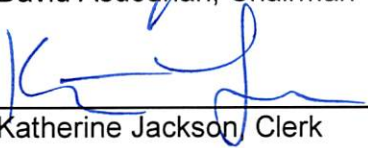
Commissioner Gibbs requested that Mr. Ray Giglio speak on the appropriateness of developing a resolution regarding the sewerage of the Monroe Park and Manatee Bay area. Mr. Giglio informed the Board that an updated Monroe Park and Manatee Bay sewer service study will be presented to the Board at a future meeting.

ADJOURNMENT

The Meeting was adjourned at 4:41 PM.



David Asdourian, Chairman



Katherine Jackson, Clerk