



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, March 6, 2018

MINUTES

CALL TO ORDER (A)

Chairman Asdourian called the meeting to order at 4:00 PM.

PLEDGE OF ALLEGIANCE (B)

Chairman David Asdourian led the Pledge of Allegiance.

ROLL CALL (C)

Present were Chairman Asdourian and Commissioners Andrew Tobin, Susan Heim, Robert Majeska and Stephen Gibbs. Also present were General Manager Peter Rosasco, General Counsel Nicholas Mulick, District Clerk Diane Bockelman and other appropriate District Staff.

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

- Mr. Rosasco requested the addition of an update on the Stewardship Grant under General Manager's Report as G-3 and District Clerk Applicants moved from G-3 to G-4.

Approval of Agenda (D-1)

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

PUBLIC COMMENT (E)

No speakers.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS (F)

Minutes of February 20, 2018 (F-1)

Motion: Commissioner Majeska made a motion to approve the minutes of February 20, 2018 and Commissioner Heim seconded the motion. The motion passed without objection.

GENERAL MANAGER'S REPORT (G)

January 2018 Monthly Report (G-1)

Mr. Jered Primicerio, Plant Operations Manager, presented the wastewater treatment plant section, Mr. Mike Dempsey, Field Operations Manager, presented the field operations section. Mr. Ed Castle, District Engineer, presented the construction section, Mr. Ryan Dempsey,

Maintenance Manager, presented the maintenance section, Ms. Diane Bockelman, Customer Service Manager, presented the administration and customer service section, and Ms. Connie Fazio, Senior Finance Manager presented the finance section.

BB&T Debt Service Adjustment (G-2)

Mr. Rosasco informed the Board that the interest rates on the two bonds held by BB&T will increase due a change in federal corporate tax rates which affects BB&T's yield on debt. The interest rate adjustments will increase the interest due by \$47,615.04 annually.

Stewardship Grant Update (G-3)

Mr. Rosasco informed the Board that while he and Commissioner Majeska were in Tallahassee, they met with FEDP and negotiated uses for the Stewardship Grant including use of a portion to pay down the District's SRF debt. The balance will be used for the Solar Shade Cover project. Discussion to continue following Public Hearing.

LEGAL REPORT (M)

KLWTD Rules & Regulations Revisions - Official Holidays and Plan Review Fee (M-1) - Time Certain 5:00 PM

Public Hearing Opened 5:00 PM

Chairman Asdourian closed the regular meeting and opened the Public Hearing for comment on the District's intent to amend the KLWTD Rules and Regulations, revising Section 9.01, Plan Review Fee and Official Holidays definition set forth in Article XIII. There were no public comments. Chairman Asdourian closed the Public Hearing and reopened the regular meeting.

Regular Meeting Reconvened: 5:02 PM

Motion: Commissioner Heim made a motion to approve Resolution 02-03-18, Amending the KLWTD Rules & Regulations, revising the Plan Review Fee and definition of Official Holidays, and Commissioner Gibbs seconded the motion.

Vote on Motion:

Commissioner Gibbs withdrew his second, motion failed.

Motion: Commissioner Heim made a motion to vote on each item separately, and Commissioner Gibbs seconded the motion. The motion passed without objection.

Motion: Commissioner Tobin made a motion to approve Resolution 02-03-18, Revising the KLWTD Rules & Regulations, Plan Review Fee, and Commissioner Gibbs seconded the motion.

Vote on Motion

Commissioner Tobin - Aye
Commissioner Gibbs - Aye
Commissioner Majeska - Aye
Commissioner Heim - Aye
Chairman Asdourian - Aye
Motion Passed: 5 to 0

Motion: Commissioner Heim made a motion to approve Resolution 03-03-18, Amending the KLWTD Rules & Regulations, definition of Official Holidays, and Commissioner Gibbs seconded the motion.

Vote on Motion

Commissioner Heim - Aye
Commissioner Gibbs - Aye
Commissioner Majeska - Nay
Commissioner Tobin - Nay
Chairman Asdourian - Aye
Motion Passed: 3 to 2

Stewardship Grant Update Cont. (G-3)

The Board discussed reducing monthly rates. Commissioner Gibbs requested a rates discussion be added to the next agenda.

District Clerk Applicants (G-4)

Mr. Rosasco informed the Board that the submittal process for applicants has closed and he will proceed with selecting a Clerk.

BUDGET AND FINANCE REPORT (H)

No report.

ADMIN AND CUSTOMER SERVICE REPORT (I)

No report.

OPERATIONS REPORT (J)

Vehicle Purchase (J-1)

Mr. Dempsey presented a proposal to purchase three budgeted 2018 Chevy Silverado 1500HD Double Cabs to replace trucks currently in service.

Motion: Commissioner Heim made a motion to approve the proposal, and Commissioner Gibbs seconded the motion.

Vote on Motion

Commissioner Heim - Aye
Commissioner Gibbs - Aye
Commissioner Majeska - Aye
Commissioner Tobin - Aye
Chairman Asdourian - Aye
Motion Passed: 5 to 0

CONSTRUCTION REPORT (K)

No report

ENGINEER'S REPORT (L)

No report

LEGAL REPORT (M)

Revising KLWTD Rules & Regulations Revisions - Official Holidays and Plan Review Fee (M-1)

Due to the item being time certain, it was discussed during the General Manager's report.

COMMISSIONER'S ITEMS (N)

None

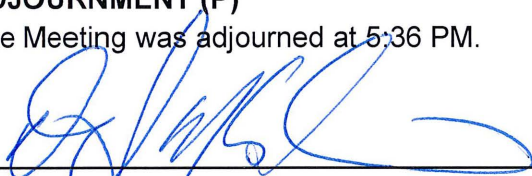
ROUNDTABLE DISCUSSION (O)

Unfinished Business (O-1)

Commissioner Majeska stated his intention to run for re-election for the KLWTD Board of Commissioners.

ADJOURNMENT (P)

The Meeting was adjourned at 5:36 PM.



David Asdourian, Chairman



Diane Bockelman, Clerk

