



Key Largo Wastewater Treatment District
103355 Overseas Hwy, Key Largo, FL
Tuesday, April 3, 2018

MINUTES

CALL TO ORDER (A)

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

PLEDGE OF ALLEGIANCE (B)

Ed Castle led the Pledge of Allegiance.

ROLL CALL (C)

Present were Chairman Asdourian and Commissioners Susan Heim, Robert Majeska, Stephen Gibbs, and Andrew Tobin. Commissioner Tobin arrived at 4:15 PM. Also present were General Manager Peter Rosasco, District Clerk Diane Bockelman and other appropriate District Staff.

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)

Mr. Rosasco requested the following additions to the agenda:

1. Monroe County ILA funding as Item G-2;
2. Vac I house as Item G-3; and
3. Silver Shores update as Item M-1.

Approval of Agenda (D-1)

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

PUBLIC COMMENT (E)

No speakers.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS (F)

Minutes of March 20, 2018 (F-1)

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

GENERAL MANAGER'S REPORT (G)

February 2018 Monthly Report (G-1)

Jered Primicerio, Plant Operations Manager, presented the wastewater treatment plant section. Mike Dempsey, Field Operations Manager, presented the field operations section. Ed Castle, District Engineer, presented the construction section. Ryan Dempsey, Maintenance Manager, presented the maintenance section. Diane Bockelman, Customer Service Manager, presented the administration and customer service section. Connie Fazio, Senior Finance Manager, presented the finance section.

Monroe County ILA Funding (G-2)

Mr. Rosasco announced that the third \$1M bond payment from Monroe County has been received. The remaining balance is \$15,250,000.00.

Vac I House (G-3)

Mr. Rosasco announced that after considering input from the Board and Staff, he has determined that the best use of the house adjoining Vac I is to furnish it to accommodate up to 4 people. Per Commissioner Heim's request, a report of anticipated monthly expenses will be submitted to the Board.

BUDGET AND FINANCE REPORT (H)

No report.

ADMIN AND CUSTOMER SERVICE REPORT (I)

Ms. Bockelman presented the March 2018 list of parcels to be submitted to the Monroe County Code Compliance Department. Per Commissioner Tobin's request, all tie-in extensions must be approved by the Utility Manager.

OPERATIONS REPORT (J)

No report.

CONSTRUCTION REPORT (K)

No report.

ENGINEER'S REPORT (L)

No report.

LEGAL REPORT (M)

Silver Shores Update (M-1)

Mr. Rosasco announced that negotiations with Silver Shores are almost finalized and he expects to present a recommendation to the Board at the next meeting.

COMMISSIONER'S ITEMS (N)

Hiring Grant Writer (Commissioner Gibbs) (N-1)

Commissioner Gibbs opened the topic for discussion. Mr. Rosasco informed the Board that many organizations similar in size to the District outsource grant writers. Mr. Rosasco will solicit recommendations from our lobbyists in Tallahassee and D.C. for companies specializing in writing grants for Special Districts.

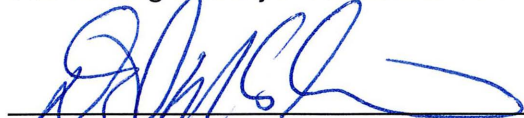
ROUNDTABLE DISCUSSION (O)

Unfinished Business (O-1)

Commissioner Tobin asked for a Cross Key update. Mr. Rosasco notified the Board that during his last conversation with Kirk Zuelch, Executive Director of FKAA, he was informed that FKAA is moving forward with the EPA grant for the demonstration project. Mr. Rosasco will provide the Board with quarterly updates.

ADJOURNMENT (P)

The Meeting was adjourned at 5:22 PM.



David Asdourian, Chairman



Diane Bockelman, Clerk

Seal

