

MINUTES

KEY COLONY BEACH
CITY COMMISSION REGULAR MEETING
Tuesday, November 24, 2020 9:40 a.m.
Marble Hall & Virtually via Zoom Conferencing

1. **Call to Order, Pledge of Allegiance, Prayer, and Roll Call:** The regular meeting of the Key Colony Beach City Commission was called to order by Vice Mayor Sutton at 9:41 a.m. followed by the Pledge of Allegiance and Prayer.

Present: Vice Mayor Ron Sutton, Secretary/Treasurer Patti Trefry, Commissioner Kimmeron Lisle, and Commissioner Kathryn McCullough.

Also Present: City Clerk Rebecca Todd, Executive Assistant Saara Staten, Attorney Richard Malafy (Virtually), Police Chief DiGiovanni, Building Official Gerard Roussin (Virtually), and Building Inspector Greg Lawton.

Excused: Mayor John DeNeale and Fire Chief Johnson.

Public – 26 (Virtual) 6 (Marble Hall)

2. **Approval of Minutes:** The minutes of the November 12, 2020 City Commission Regular Meeting and November 12, 2020 City Commission Emergency Meeting were approved by acclamation.

3. **Agenda Additions, Changes, Deletions:** Vice Mayor Sutton added “New City Website Presentation” under Special Requests.

4. **Special Requests:**

A. Fee Waiver Request – Inch Beach: Inch Beach Representative Laurie Swanson reported their annual event scheduled for February 2nd at 5 p.m. and requested a waiver of Marble Hall’s rental fee. The Commission agreed to waive Marble Hall’s rental fee, however, the \$20 cleaning fee is still to be paid by Inch Beach. City Clerk Todd will email the COVID-19 waiver to Laurie Swanson prior to the event.

MOTION: Motion made by Vice Mayor Sutton, seconded by Commissioner Trefry to approve the waiver of Marble Hall rental fees for Inch Beach’s event on February 2nd leaving Inch Beach responsible for the \$20 COVID-19 cleaning fee.

ON THE MOTION: Roll Call Vote. Unanimous approval.

B. New City Website Presentation: Executive Assistant Saara Staten presented the City of Key Colony Beach’s new website. There are 11 new pages to highlight Staff, Commissioners, volunteers, parks, and properties. Many new online forms and visuals have been added to the website. After reviewing the new website with the Commission, Staff, and residents, Executive Assistant Saara Staten thanked Commissioner Lisle and KCS Technical for their hard work and assistance on this important project. The Commission agreed to agenda approval to go live for the next commission meeting.

5. **Committee and Staff Reports:**

A. Marathon Fire/EMS: No Report.

B. Recreation Committee: No Report.

C. Beautification Committee: Chairperson Greg Burke presented two items to the Commission. Mr. Burke reported being approached by a citizen to finish the perimeter of the new Key Colony Beach entrance sign. Resident James Byland, 72 7th Street, drafted a conceptual drawing for a resolution. Mr. Byland estimated a cost of approximately \$1,500 to complete. Mr. Burke suggested the drawing go before Public Works for review. Mr. Burke also reported various hedges around the City that need maintenance. Gonzalez

landscaping provided an estimate to replace the hedging around the Sewer plant for \$7,200. Mr. Burke also reported several other hedges around the City that need addressing. Vice Mayor Sutton recommended to agenda this topic for the next Commission meeting allowing the Commission to review.

D. Disaster Preparedness Committee: Building Inspector Greg Lawton reported no changes. Key Colony Beach continues to be prepared.

E. Planning & Zoning Board:

1. Recommendation for Appointment: Chairperson Joey Raspe recommended to fill the vacancy in the Planning & Zoning board with Cheryl Boehm. Ms. Boehm serves on the Code Enforcement Board and expressed interest in filling the Planning & Zoning Board vacancy.

MOTION: Motion made by Vice Mayor Sutton, seconded by Kathryn McCullough to approve Cheryl Boehm as a member of the Planning & Zoning Board.

ON THE MOTION: Roll Call Vote. Unanimous approval.

F. Code Enforcement Board:

1. Recommendation for Appointment: Chairperson Joey Raspe recommended to fill the vacancy in the Code Enforcement board with Trudy Troiano. Ms. Troiano serves on the Planning & Zoning Board and expressed interest in filling the Code Enforcement Board vacancy.

MOTION: Motion made by Commissioner Trefry, seconded by Commissioner Lisle to approve Trudy Troiano as a member of the Code Enforcement Board.

ON THE MOTION: Roll Call Vote. Unanimous approval.

G. Utility Board: No Report.

H. Police Department: Chief DiGiovanni reported since the last meeting there were 3 reports: 1 information report, 1 fraud report, and 1 disturbance report. They responded to 2 medical and alarm calls, provided backup to MCSO and FWC 7 times, and received 9 miscellaneous calls along with traffic citations, code warnings and citations, road patrol, boat patrol and vacation watch program. 1 phone call and 1 text message received on the Tip line. Officer Veatch resigned on November 20, 2020. Chief DiGiovanni requested approval to advertise to fill the position as soon as possible. Chief DiGiovanni warned for Amazon fraud this time of year and wished everyone a happy and safe Thanksgiving.

MOTION: Motion made by Vice Mayor Sutton, seconded by Commissioner McCullough to approve the advertisement of the Police Officer position for \$52,500 - \$55,000 depending on experience.

ON THE MOTION: Roll Call Vote. Unanimous approval.

I. Building Department/Public Works: Building Inspector Lawton reported being slightly shorthanded at the Building Department and returning to work this morning. Building Official Roussin will be out for a couple of weeks, so all calls and inquiries should be directed to Building Inspector Lawton. All Christmas light decorations have been hung throughout the City.

1. Oceanfront Condominium – City Attorney Malafy recommended to agenda this topic after proper notification is given to Oceanfront Condominiums attorney. Resident Lin Walsh, 755 W Ocean Drive #5, expressed concern for Oceanfront Condominiums current condition and urged the Commission to expedite the process as much as possible. City Attorney Malafy and Building Official Roussin will work hand in hand to have everything prepared to agenda for the next meeting.

J. City Secretary/Treasurer: No Report.

K. City Clerk: City Clerk Todd reported advertising for a City & Code Board Attorney on the Weekly Newspaper throughout the Florida Keys and have not received any concrete inquiries. The Utility Board will have an opening due to Tom Harding being elected as Commissioner. Utility Clerk Hyland email

blasted residents and has had 5 interested residents' contact her. Former Administrative Assistant Holly Rosado has been promoted to Assistant City Clerk. City Clerk Todd thanked Commissioner McCullough for volunteering to help with the front desk until the position is filled. Christine Burri has been selected to fill the position of Administrative Assistant and will begin on Monday, November 30th. City Clerk Todd reported Auditor Julio Buzzio will begin the audit on December 1st or 2nd.

L. City Administrator: No Report.

6. Items for Discussion /Approval:

A. COVID-19 Update/Declaration – Local State of Emergency Continuation: Mayor DeNeale provided an update for COVID-19. Mayor DeNeale presented the City of Key Colony Beach 38th Declaration of Local State of Emergency for COVID-19.

MOTION: Motion made by Commissioner Trefry, seconded by Commissioner McCullough to approve the City of Key Colony Beach 38th Declaration of Local State of Emergency (10:45 a.m.).

ON THE MOTION: Roll Call Vote. Unanimous approval.

B. Discussion of Commissioner/Police Officer Relationship: Vice Mayor Sutton reported newly appointed Commissioner McCullough being related to Reserve Officer Ross Bethard. A vote by the Commission is required to waive the non-nepotism policy.

MOTION: Motion made by Vice Mayor Sutton, seconded by Commissioner Trefry to waive the non-nepotism policy between Commissioner McCullough and Reserve Officer Ross Bethard.

ON THE MOTION: Roll Call Vote. Unanimous approval.

7. Approval of Warrant: None.

8. Ordinances and Resolutions: None.

9. Commissioner Reports: Commissioner Trefry and Commissioner Lisle wished everyone a happy and safe Thanksgiving. Commissioner McCullough expressed concern for Key Colony Beach Club's construction site condition. Building Inspector Lawton will visit the property and contact the contractor if there is an issue. Commissioner McCullough also thanked Commissioner Lisle and the Public Works Department for all their hard work in decorating the City with Christmas decorations. Mayor DeNeale thanked Commissioner Lisle for serving the City of Key Colony Beach as a Commissioner.

10. City Attorney Report: No Report.

11. Citizen Comments and Correspondence: City Clerk Todd read correspondence from Lin Walsh, 755 W Ocean Drive #5 and Arthur Efros, 755 West Ocean Drive #1, regarding the condition of Oceanfront Condominiums. Barbara Heitman requested for the Commission to address the possibility of all political signs and flags being taken down now or after the inauguration. City Clerk Todd reported receiving notification from the Health Department regarding Curative, which is a painless, self-collected COVID-19 test. No appointment needed. For more information, visit www.curative.com. Sally Cherry, 601 West Ocean Drive #413D, reported an unsafe, non-fenced, accessible area to Ocean Front Condominium's unstable dock. Police Chief DiGiovanni encouraged Ms. Cherry to report it to the Key Colony Beach tip line and the Building Department will visit the property to secure it.

The meeting adjourned at 10:54 a.m.

Respectfully Submitted,

Saara V. Staten

Saara V. Staten (on behalf of City Clerk Rebecca Todd)

Executive Assistant