

MINUTES

KEY COLONY BEACH CITY COMMISSION REGULAR MEETING

Thursday, May 28, 2015 9:30 a.m.

City Hall Auditorium

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 Mayor Ellis at 9:30 a.m. followed by the Pledge of Allegiance and Prayer.

Present: Mayor Jerry Ellis, Vice-Mayor Ed Wovas, Commissioner Geraldine Zahn, Secretary Treasurer Jim Pettorini. *Also Present:* Attorney Tom Wright, City Clerk Cathy Henninger, Police Chief Kris DiGiovanni and Building Official Ed Borysiewicz *Excused:* Commissioner Ron Sutton and Fire Chief John Johnson *Public:* 7

2. **Approval of Minutes:** Commission Meeting May 14, 2015 Approved as submitted.

3. **Special Request:** Mayor Ellis asked approval to add two items to the agenda: Vote on the new Utility Board appointments and the Interlocal agreement with BOCC for grant funding for boating improvements.

4. **Committee and Staff Reports:**

A. Marathon Fire/EMS – No report.

B. Recreation Committee – No report.

C. Beautification Committee – No report

D. Disaster Preparedness Committee – Ed Borysiewicz stated the generator will be load tested in early June for the City Hall.

E. Planning & Zoning Committee – No report.

F. Utility Board – Chair Teague read the names of his recommendations for the Utility Board. They are: Steve Flood Vice Chair; John DeNeale Treasurer; Eric Larsson and Tom Conley; Mike Alexander will serve as the alternate.

Motion: Made by Vice-Mayor Wovas, seconded by Jim Pettorini to approve the Utility Board members proposed by Chair Teague.

On the Motion: Unanimous consent.

Chair Teague stated he has requested an orientation tour of the wastewater plant by the new Board and the Commission if interested in attending as well. U.S. Water Manager Dave Evans suggested tours work well with a group of 6, so there will be two tours scheduled based upon interest. Chair Teague stated the Board will be working hard to be prepared for the budget workshops. Vice-Mayor Wovas asked for an update on the check valves at the RO plant. Mayor Ellis stated they are working now. Ed Borysiewicz asked of the Commission is authorizing the completion of the RO plant with the final item of the check valve working. The Commission by consensus stated the plant was complete and that release of the retainage/final payment can begin once all lien releases have been received. Mayor Ellis stated that the day to day responsibility of the wastewater plant will be the responsibility of the Utility Board. He added once the Master Plan is in place that oversight will be handed off to the Utility Board from Vice-Mayor Wovas. Vice-Mayor Wovas stated he has conversed with Jim Teague and will get him whatever information

he needs. Chair Teague stated that his request from members of the Board is to learn the science, know the plant and participate on the Board in a knowledgeable way. Commissioner Zahn thanked Jim Teague for taking this leadership role and welcomes the newly appointed Utility Board Members and stated she is confident that they will move forward in a very positive way.

G. Police Department – Chief DiGiovanni reported there were three cases in the past two weeks consisting of a traffic crash; information request for assistance and a lost wallet report. 2 medical/ alarm calls were handled by the City Officers on 3rd Street and the Mobil Gas Station. KCB Officers assisted in 10 instances with the Monroe County Sheriff's Office ranging from suspicious persons, a report of shots fired on 51st Street. 20 miscellaneous calls were handled. They are: courtesy rides; noise complaints; parking issues; vehicle issues; park after hours call; assist at Mobil station crash, drugs found washed ashore on the beach and a vessel struck at a dock case. Chief DiGiovanni asked that anyone who finds items on the beach contact law enforcement right away for proper disposal. Officers continue their vacation watch order program; daily business checks; traffic enforcement, bicycle and vehicle patrol.

The Click It or Ticket campaign continues. Please BUCKLE UP! Officer Petrick is back and is working the night shift. The Police Department received only three inquiries about the open position. Chief DiGiovanni will be covering some of the Sargent Birklund's shifts this week.

H. Building and Public Works – Ed Borysiewicz reported numerous concrete repairs to homes and condos are underway around the City. Sewer tests are being done on some of old cast iron piping as well. Joey Boucher continues on work at the boat trailer parking area. Steve Britske is working on the scanning project as well as turtle nesting activity checks and code enforcement work. Ed stated there is ample work to keep another employee busy in the Public Works Department. He has been unsuccessful in finding a part time worker. He has located a hard worker with carpentry, electrical and plumbing experience that would be interested in a full time position. Felix Portal, who currently works for U.S. Water is interested in a full time position. He has worked under the Florida retirement system in a previous position with the Monroe County Schools. He is very interested in working for the City. Mayor Ellis stated there is funding in the current budget to cover this salary amount with benefits.

Motion: Made by Mayor Ellis seconded by Commissioner Pettorini to hire Felix Portal at a rate of \$16.75 per hour in a full time position.

Discussion: Commissioner Zahn asked if there would be enough work after the trailer parking area is completed to have a second Public Works employee. Mayor Ellis stated that there will be ample work.

On the Motion: By consent the Commission approved the hiring of Mr. Portal. Ed reported that the Local Mitigation Strategy (LMS) hurricane strategy projects have been completed and approved. He stated he will be bringing a document before the Commission within the month for approval.

I. City Secretary/Treasurer – Jim Pettorini stated that the financials of the City are in good shape. He is looking forward to the budget workshops to address the increases in expenses and explore funding options.

J. City Clerk – Cathy Henninger stated the new website is up and active. She explained some functionality is not present yet, such as email blasts (email is sent to a preregistered group of individuals) alerting them to a new item on the site. The webmaster has assured her that functionality should be in place very soon as well as the posting of minutes and

agendas. Commissioner Zahn asked that in the future, she would like to see contracts for ongoing work prior to their being signed.

The updated quarterly snapshot of March 31, 2015 was placed in all the Commissioners trays at the request of Treasurer Pettorini. The Pre-budget workshop is scheduled for Wednesday, June 3rd at 9:30 a.m. The Trauma Star stickers for use in the case of helicopter transport from the Keys to mainland hospitals were mailed by the County to all known addresses. City Hall has a few extras if anyone needs one. You may also contact the County. This sticker allows for the payment of the helicopter fare. Cathy asked Commissioners to let her know if they intend to be present for the Commission meeting dated June 25, 2015. Two Commissioners are planning to be away and just let her know if the meeting needs to be rescheduled. The interlocal agreement with the County for boating grant funding has been received. It requires an authorization vote for the Mayor to sign. This application was completed by Commissioner Zahn to ensure funding for the buoys and signage for the waterways surrounding Key Colony Beach.

Motion: Made by Commissioner Zahn, seconded by Commissioner Pettorini to authorize the Mayor to sign the intermodal agreement for grant funding from the BOCC.

On the Motion: approved unanimously by consent.

5. **Unfinished Business:** None.

6. **Items for Discussion/Approval:**

A. Mittauer- Storm Water update-Commissioner Sutton-tabled until next meeting.

7. **City Administrator Items for Discussion/Approval:** None.

8. **Ordinances and Resolutions- Second Reading –Ordinance 444-2015 Bid Limitation**
Attorney Wright read by title only the Ordinance.

Motion: Made by Commissioner Pettorini, seconded by Vice-Mayor Wovas to approve the Ordinance 441- 2015 Bid Limitation to increase to \$25,000.00 for bids on goods or services and \$2,500.00 the Mayor/City Administrator for purchases without Commission approval.

Discussion: Commissioner Zahn stated that she wanted it on the record the amounts were increasing from \$10,000.00 on bid requirements to \$25,000.00 and purchases without Commission approval from \$1,000.00 to \$2,500.00.

On the Motion: By unanimous consent the Commission approved the Ordinance.

Second Reading 443-2015 Fish Cleaning Disposal - Attorney Wright read the Ordinance by title only. He provided the new language detailing the proper means of fish carcass disposal.

Motion: Made by Commissioner Pettorini, seconded by Vice-Mayor Wovas to adopt the Ordinance 443-2015 Fish Cleaning Disposal.

On the Motion: Unanimous approval by consent.

9. **Commissioner Reports and Comments:** Vice-Mayor Wovas asked if there has been any feedback on the Hurricane MOU and Mayor Ellis stated no, the Consultants have been in contact and have been unable to schedule the meeting since the Secretary of DEO has been traveling all week. Cathy reported there been no response to the invitation to host the Cabinet for a Day in Key Colony Beach.

10. **City Attorney Report:** Attorney Wright stated that Mr. Velger, 520 5th Street is still working on obtaining a clear title to the property. He is anticipated to make an offer to the

City for settlement of the liens and fines once that clear title is obtained. The foreclosure has not been dismissed according to Attorney Wright.

11. **Correspondence and Citizen Comments:** Carol Teague, 11th Street encourages all residents to take advantage of the Trauma Star stickers for evacuation for medical emergencies by helicopter. She explained the cost is quite substantial if paid by the resident. Albert Bensadoun emailed the City and called concerning the Farmers Market. It was determined that his inquiry should be directed to the Coordinator of the Farmers Market. Jim Teague wrote to address the fact the email blasts and minutes were not being timely posted or completed. Cathy explained the transition to the new website service is not fully functional at this time and should be back to normal shortly.

Meeting adjourned at 10:30 p .m.

Respectfully submitted,



Cathy Henninger, City Clerk

Note: These minutes are unofficial and have not been formally approved by the Commission. The approval will be at the next scheduled Commission meeting.
