

**MINUTES**  
KEY COLONY BEACH  
CITY COMMISSION REGULAR MEETING  
Thursday January 26, 2017 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 Jerry Ellis at 9:30 A.M. followed by the Pledge of Allegiance and Prayer.

*Present:* Mayor Jerry Ellis, Secretary/Treasurer Jim Pettorini, Commissioner John DeNeale and Commissioner April Tracy. *Excused:* Vice Mayor Ron Sutton. *Also Present:* City Clerk Kathryn McCullough, Building Official Ed Borysiewicz. Police Chief Kris DiGiovanni and Fire Chief John Johnson. *Excused:* City Attorney Tom Wright. Public -7

2. **Approval of Minutes:** N/A

3. **Agenda Additions, Changes, Deletions:** N/A

4. **Special Requests:**

A. Florida Department of Health Public Survey. Alison Morales Kerr introduced herself as a four year employee with the Department of Health. She is requesting approval from the Commission to conduct a community health survey. The first Public Health survey was conducted in Bahama Village with great success. That survey showed a lack of activities for children, street lighting at night and a park that needed improvements. The Department of Health partnered with the City of Key West to add street lighting in some areas and to make improvements to the park. The Department would like to conduct the same type of survey in Key Colony Beach. Mayor Ellis suggested setting up in front of the post office. A box to receive completed surveys can be placed in City Hall. Ms. Morales Kerr asked if the Commissioners had any questions or suggestions concerning the survey. Chief DiGiovanni reported the Health Department has supplied bike helmets for the Police Department's Bike Safety events. Commissioner Pettorini requested a question concerning a resident's option to use Trauma Star be added to the survey. Ms. Morales Kerr would like to start the second week of February.

**MOTION:** Motion made by Commissioner Tracy, seconded by Commissioner DeNeale, to approve a public health survey by the Department of Health beginning on February 6, 2017.

**ON THE MOTION:** Unanimous approval.

5. **Committee and Staff Reports:**

**A. Marathon Fire/EMS** –Fire Chief John Johnson reported 5 responses to Key Colony Beach since the last Commission meeting; 2 public assists and 3 medical calls. Chief Johnson reminded everyone to extra cautious on the roadways. Chief Johnson reported his assistant, Claire Warner, is retiring after 15 years with the City of Marathon. She will be missed.

**B. Recreation Committee** – Recreation Committee Chairperson Blanch Hines requested approval to add Ted Fisher to the committee to replace Ron Foster who has resigned.

**MOTION:** Motion made by Commissioner Pettorini, seconded by Commissioner DeNeale, to appoint Ted Fisher to the recreation committee.

**ON THE MOTION:** Unanimous approval.

**C. Beautification Committee** – No report.

**D. Disaster Preparedness Committee** –No report.

**E. Planning & Zoning Committee** –No report.

**F. Utility Board** – No report.

**G. Police Department** – Chief DiGiovanni said there has been 1 report, 2 medical/alarm calls, 7 Sheriff Department assist calls and 16 miscellaneous calls since the last meeting. The Police Department also issued 26 code enforcement warnings and 9 traffic warnings in this time period. Chief DiGiovanni reported contact with Capt. Thompson, MCSO, concerning the issue with cars travelling south bound on US 1 running the red light. Capt. Thompson reported the same issue with the light at Coco Plum. Capt. Thompson expects FDOT to be here in March or April to look at the situation. The Chief received 2 very nice thank you letters from citizens. The first one was from a business owner complimenting Sgt. Birkland for investigating suspicious activity at his location. The second thanked Officer Griffith for going out of his way to return very expensive camera equipment left at Sunset Park. Chief DiGiovanni also recognized Sgt. Birkland for assisting the Sheriff's Office with capturing a burglary suspect, where he was first on the scene and had the individual in handcuffs to turn over to the SO.

**H. Building and Public Works** – Building Official Borysiewicz reported Public Works personnel Alan Morgan and Joey Boucher repaired a lateral on 11<sup>th</sup> Street. Alan is working out of the sewer plant as his primary job function. He cleans the cassettes, at least once a week and is also responsible for the de-watering box. He handles plant maintenance and storm water drain maintenance. Public works cleaned up the City right of ways after the Sunday storm. They are currently trimming the coconut trees at Sunset Park. The Building Department is currently reviewing plans for 2 new duplexes and 1 new single family home.

**I. City Secretary/Treasurer** – Commissioner Pettorini reported completion of the first quarter of the fiscal year in great shape. Income is right where it should be and expenses are in line, actually a little below the projections. Commissioner Pettorini asked the City Clerk to report on information received concerning reinvesting the CD's. Ms. McCullough reported receiving interest rate proposals from all the banks in town. Additionally she confirmed the City is able to invest with a brokerage firm as long as the dollars are insured. Commissioner Pettorini said with consideration of State requirements, the best option for the City is probably a certificate with a local bank. Mayor Ellis met with Chris Moonis after his selection as City Administrator. Mr. Moonis shared some of his ideas concerning investment opportunities for the City. Mayor Ellis recommended waiting, to make any decisions on the CD's, until Mr. Moonis is on board.

**J. City Clerk** - Ms. McCullough announced that WIFI is now available for all residents and visitors in the City Hall building and in City Hall park. Ms. McCullough will be on vacation next week. She is going on a cruise with her children and her grandchildren. Becky Todd, Assistant City Clerk, will be in charge during her absence.

6. **Unfinished Business:** N/A

7. **Commissioners Open Discussion:** N/A

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

A. **Graphics for Commission Meetings, Commissioner DeNeale** Commissioner DeNeale explained he has created a Power Point shell for commission meetings. In Power

Point, when you touch on a dialogue box, you can update bullets very easily. Some of the feedback he has received over the years for persons not attending commission meetings include; some have difficulty hearing, others cannot follow the agenda, some would like to have more information in front of them. A Power Point slide presentation, or a download on an ipad, could address most, if not all, of these issues. It is easy to implement, simply put a TV monitor pointing toward the audience and a TV monitor pointing toward the Commissioners. It is an easy set up and TV's and mounts are reasonably priced. This could be implemented for a couple thousand dollars. This would work very well with pictures from Ed, when he wants a dock approved. It could also be used for Variance meetings, Utility Board meetings and other City functions. Commissioner DeNeale has wanted to implement this for a long time, however, he did not feel the time was right. Now, with WIFI and Mr. Moonis coming on board, he feels the time is right. Mayor Ellis reports there is money in the budget to do this. Mayor Ellis thanked Commissioner DeNeale for the presentation and requested he take charge of the implementation. Commissioner DeNeale agreed to do so.

9. **City Administrator Items for Discussion/Approval:**

A. Discussion and Approval of Independent Contractor Agreement with Christopher Moonis. Mayor Ellis reported the Contractor Agreement, as prepared by Attorney Wright, has been review by Mr. Moonis who has requested a few minor adjustments. The highlighted document in front of the Commissioners are the specific changes requested, ie; the agreement identifies the position as part-time; termination by the City or the Contractor is increased from 20 working days to 40 working days; and compensation will be on a bi-monthly basis rather than monthly. Attorney Wright has reviewed and approved of the changes.

**MOTION:** Motion made by Mayor Ellis, seconded by Commissioner Pettorini, authorizing Mayor Ellis to sign the independent contractor agreement with Christopher Moonis with the expectation of approximately 20 hours per week.

**ON THE MOTION:** Roll call vote. Unanimous approval.  
Mayor Ellis added, for the record, Welcome Aboard Chris!!

10. **Ordinances and Resolutions:** N/A

11. **Warrant Approval:**

**MOTION:** Motion made by Commissioner Pettorini, seconded by Commissioner Tracy, to approve Warrant No. 122016 in the amount of \$600,967.28

**ON THE MOTION:** Roll call vote. Unanimous approval.

12: **Commissioner's Reports or Comments:** Commissioner Tracy announced the Key Colony Beach Community Association is sponsoring the first ever Coconut Crawl on January 28, 2017. This event is similar to a poker run, however all stops are located on Key Colony Beach. Participants may walk, bike, drive or crawl to the various stops. Proceeds will benefit the Marathon Hospice Organization. Commissioner Pettorini reminded everyone the Town Hall Meeting will be at 6:00 p.m. on Thursday February 9, 2017.

13: **City Attorney Report:** Mayor Ellis reported Attorney Wright is excused from today's meeting.

14: **Correspondence & Citizen Comments:** City Clerk McCullough received a thank you note from Habitat for Humanity for the use of Marble Hall.

Lyn Patterson, 280 13<sup>th</sup> Street, announced the Relay for Life Golf Ball Drop on February 4, 2017. Tickets are \$20 each or 6 for \$100. Only 350 tickets are sold. Golf balls are dropped from a helicopter by Mayor Ellis. The ball closest to the hole wins \$1,000. There will be free pizza, beer, wine and sodas. Proceeds benefit the American Cancer Society.

The meeting adjourned at 10:15 A.M.



Respectfully submitted,  
Kathryn McCullough, 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.**

---