

MINUTES
KEY COLONY BEACH
CITY COMMISSION REGULAR MEETING
Thursday, August 11, 2016, 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, Vice Mayor Ron Sutton, Secretary Treasurer Jim Pettorini, Commissioner John DeNeale and Commissioner April Tracy. *Also Present:* City Clerk Kathryn McCullough, City Attorney Thomas Wright, Building Official Ed Borysiewicz, Assistant Building Official Steve Britske, Police Chief Kris DiGiovanni and Fire Chief John Johnson. Public - 6

2. **Special Requests:** Mayor Ellis presented Commissioner Tracy with a Certificate for the Completion of 18 Hours of Instruction at the Institute for Elected Municipal Officials on June 10 – 12, 2016.

Jeremy Wilkerson with Wesley House Family Services requested approval to have a lighted bicycle ride in Key Colony Beach on December 4, 2016. The admission fee for the ride is a Christmas gift. A Holiday Store will be opened in Marathon to allow eligible parents to pick free, new toys for their children. Vice Mayor Sutton asked for input from Chief DiGiovanni. The Chief suggested the bike ride start on 15th Circle to West Ocean Drive, then East Ocean Drive to 1st Street. This would provide a nice ride and also provide many viewing areas for the residents. Mr. Wilkerson reported approximately 200 bikes participate in the Key West ride. This will be the first one in the Marathon area so he is not sure how much participation there will be. Mr. Wilkerson stated he has secured participation with the Holiday Inn, therefore would prefer a route going down Sadowski. The bicycles would be 'staged' so as not to cause an issue on the Sadowski Causeway bike path. Chief DiGiovanni supports the ride and offered to work on the details with Mr. Wilkerson.

Motion: Motion made by Vice Mayor Sutton, seconded by Commissioner Tracy Commissioner Tracy, to approve the Wesley House sponsored Lighted Bike Ride on December 4, 2016.

On the Motion: Unanimous approval.

4. **Committee and Staff Reports:**

A. Marathon Fire/EMS – Chief Johnson reported there were 7 medical calls and 2 requests for public assistance since the last meeting. The Chief also reported no incidents during the mini-lobster season. The weather helped with this. He reminded everyone to be prepared for storms.

B. Recreation Committee – No Report

C. Beautification Committee – No report.

D. Disaster Preparedness Committee –Building Official Borysiewicz reported a live generator test will be done on Friday at 3:00 pm. City Hall will be shut down, including all the computers, and brought back up on the generator. After the completion of the test, City Hall will be returned to normal operations.

E. Planning & Zoning Committee –No report.

F. Utility Board –No report.

G. Police Department – Chief DiGiovanni cited 2 reports since the last meeting, a traffic arrest and a medical baker act. The Police Department also responded to 9 medical/alarm calls, assisted the Monroe County Sheriff’s office 7 times, and handled 16 miscellaneous calls. Since the last meeting 93 code enforcement warnings, 12 code violations, 43 traffic warnings, 38 code enforcement warnings with 1 citation issued and 15 traffic warnings with 2 citations issued. The Chief reported the rescue of an injured manatee from the 7th Street canal by the manatee rescue team consisting of Florida Fish and Wildlife (FWC) and the Dolphin Research Center. A large net, set in the canal, was used to direct the manatee to the boat ramp behind City Hall. From there the manatee was lifted onto a truck and transported to Miami Seaquarium for rehabilitation. FDOT announced a closure of 1 north bound lane of US 1 at mile marker 50 from 9:00 A.M to 4:00 P.M beginning August 10 through August 17, 2016.

H. Building and Public Works – Building Official Borysiewicz reported he is reviewing a set of plans for a new single family structure at the end of 13th Street. The new family structure review will be sent to DEO this week. Assistant Building Official Britske reported one of the failed laterals on 10th Street, identified by the recent smoke test, was repaired with the assistance of the new Public Works employee, at no additional cost to the City. Mayor Ellis reported Plant Operator Dave Evans had requested the City do the lateral repairs identified by the smoke test.

I. City Secretary/Treasurer – Commissioner Pettorini reported the first Public Hearing for approval of the budget will be September 7, 2016 at 5:05 P.M. The final Public Hearing to adopt the budget for Fiscal Year 16-17 will be September 14 at 5:05 P.M.

J. City Clerk - City Clerk McCullough reported \$6,200 in temporary boat rental fees have been collected since the first of July. She thanked Cheri Bombard for adjusting her work schedule on Mondays and Tuesdays to handle the increased traffic this caused in the office.

5. Unfinished Business: None

6. Items for Discussion/Approval:

A. Approval to add an additional Public Works employee. – Mayor Ellis reported a general consensus at the budget workshop to add a 3rd employee to the Public Works Department. The primary thrust for the 3rd person is to perform projects at the Wastewater plant. The Mayor reported the City pays hourly fees to US Water to perform tasks City employees are capable of performing. The advantages include reducing the maintenance costs at the plant and the ability to schedule tasks that require repeated processing. One example is filling the de-watering box. This process requires between 20 and 25 hours per week which costs the City \$70 per hour. A city employee perform this task for \$30 per hour. Another advantage of a 3rd person would be maintenance of stormwater drains. For example the storm drain at the boat rental operation on the Causeway has completely disappeared. Every time it rains there is a flood at this location. The Mayor, the Assistant Building Official and Joey Boucher dug around and found it covered in gravel. The Mayor, the Assistant Building Official and Joey Boucher had also previously installed drains on 5th Street. These drains have also disappeared due to garbage trucks, landscaper

vehicles and other area traffic. The third advantage is this employee could be a Public Works floater for those times when Christmas decorations are installed, when trees are cut in preparation for the storm season or at other times when extra help is needed. During June and July the City billed the Utility Board for 76 hours at \$30. Had a 3rd person been available the City could have billed for an additional 81 hours at \$30 per hour. Instead the City paid US Water \$70 per hour. This would have saved the Utility Board \$3,500 which does not sound like much but adds up over the course of a year. The City hires Shenandoah, and their men, once a year to clean out the storm drains and what they remove from the drains is rock. A 3rd person maintaining the storm drains could significantly cut the Shenandoah cost.

Motion: Motion made by Commissioner Pettorini seconded by Commissioner Tracy to approve hiring a 3rd Public Works employee.

Discussion: Commissioner DeNeale said he would agree to hire the 3rd person contingent on Utility Board approval. Mayor Ellis stated that he did not disagree with Commissioner DeNeale. Commissioner Pettorini asked if transportation would be required for the third person. Mayor Ellis answered a vehicle would not be needed for work done at the Wastewater plant. Building Official Borysiewicz said the tractor could be utilized for work on the storm drains.

Amended Motion: The motion is amended to approve hiring a 3rd Public Works employee contingent on Utility Board approval

On the Motion: Roll Call Vote. Unanimous approval.

B. Should the City Commission propose an increase in the remuneration of the Mayor/Commissioner and/or the other Commissioners. Commissioner Pettorini explained the reason for proposing this discussion is because there was no election necessary for the last 3 commissioners as there were no opponents. The last recommendation to increase commissioner compensation was in February 2003 which did not become effective until 2008. An increase in Commissioner compensation can only go into effect after the entire Commission voting for it is off the Board. If an increase in compensation was approved by this Commission it could be at least 3 to 5 years before it could go into effect. Because of the ordinance requiring an annual COLA adjustment, the Commissioner stipend this year will be \$10,621.42 and the Mayor stipend will be \$14,161.82. The Islamorada Commissioners receive a \$12,000 stipend. Commissioner Pettorini does not see a need to make any adjustments provided the COLA adjustment continues. Commissioner Pettorini would like to see a discussion on this subject. Vice Mayor Sutton said during the 12 years he has served on the Commission he has always actively recruited candidates from the community. He can honestly state that compensation has never a consideration on whether someone would run for the commission. Vice Mayor Sutton asked the City Attorney if the ordinance establishing the COLA adjustment could be modified so the Commission could decide whether or not to apply the adjustment to the stipends yearly at a budget workshop. City Attorney Wright said the ordinance could be modified to make it yearly however it could not go into effect until all current commissioner terms have expired. Commissioner DeNeale said he has also been doing a lot of recruiting also. He has done some online research and found of the 860 Key Colony residents only about 100 could be considered as potential candidates for the Commission. That is a pretty small pool to draw from. Commissioner DeNeale agrees that if people are going to volunteer to serve, they are going to volunteer to serve and it has nothing to do with compensation. Commissioner DeNeale recommended it be left the way it is. Commissioner Pettorini indicated he was not recommending a change, only that the Commission anticipate for the future because change is pretty rapid.

C: Should the City hire a City Administrator? Commissioner DeNeale explained the issue of hiring a City Administrator was raised at the Budget Workshop. Based on his research, Commissioner DeNeale recommends hiring a City Administrator and separating that function from the Mayor. The City is facing increasing regulations from many Federal and State agencies, NOA, FEMA, ACOE, DEP, DEO, and SFWMD to name a few. The City Managers of both Marathon and Islamorada stated the recently passed Stewardship Act will raise additional challenges and involve a great deal of time. Commissioner DeNeale recommends putting \$60,000 in the budget to hire a part-time City Administrator. Vice Mayor Sutton asked about the contract for a City Administrator and the length. Commissioner DeNeale thinks the Marathon Manager has a one-year contract.

Motion: Motion made by Commissioner DeNeale, seconded by Commissioner Pettorini to hire a City Administrator.

Discussion: Vice Mayor Sutton recommends a one year contract. Mayor Ellis fully supports hiring an Administrator. He went on to state it is 'on the job' training and having the Mayor serve as the Administrator does not provide any continuity in the office. Commissioner Tracy said hiring an Administrator would allow for discussion concerning City issues. This cannot happen with the Mayor/Administrator due to the Sunshine Law. Commissioner Pettorini agrees 100 percent. Commissioners do not have the expertise required to run a municipality. Commissioner Pettorini would like to see the contract/job description before it is offered to an applicant.

On the Motion: Roll call vote. Unanimous approval.

D. Discussion of an additional pickle ball court. Item tabled until August 25, 2016 Commission Meeting.

7. City Administrator Items for Discussion/Approval. N/A

8. Ordinances and Resolutions: N/A

9. Warrant Approval – Warrant No. 072016 in the amount of \$350,466.36.

Motion: Motion made by Commissioner Pettorini, seconded by Vice Mayor Sutton to approve Warrant No. 072016 in the amount of \$350,466.36

On the Motion: Roll Call Vote: Unanimous Approval

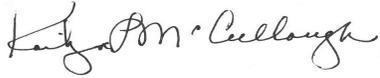
10: Commissioner Reports & Comments: N/A

11: City Attorney Report: The City Attorney reported there is no pending or threatened litigation.

12: Correspondence & Citizen Comments: Kevin Maddox introduced himself to the Commissioners, staff and residents. He is a candidate for Monroe County City Clerk. He is detailed his experience and accomplishments.

Mary Schmidt of 150 13th Street explained she needs a small project done, however, has found it is against City regulations to hire a handyman without a full contractor's license. Mayor Ellis suggested Mary champion a Commissioner to place the issue on the next Commission Meeting agenda. Commissioner DeNeale said he would place the issue on the next Commission agenda for discussion.

Meeting adjourned at 10:25 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.
