

MINUTES

KEY COLONY BEACH

CITY COMMISSION REGULAR MEETING

Thursday, August 26, 2021 9:45 a.m. or at the Conclusion of the Public Hearing
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 Mayor Sutton at 9:45 a.m. followed by the Pledge of Allegiance and Prayer. *Present:* Mayor Ron Sutton, Vice Mayor Patti Trefry, Commissioner Kathryn McCullough, Commissioner John DeNeale, and Commissioner Tom Harding. *Also Present:* City Administrator Dave Turner, Executive Assistant Saara Staten, Utility Clerk Pat Hyland, City Attorney Dirk Smits, Fire Chief John Johnson, Building Official Gerard Roussin, Building Inspector Greg Lawton, and Police Chief Kris DiGiovanni.
Public – 11 (Virtual) 4 (Marble Hall)

2. **Citizen Comments and Correspondence:** Susan Melvin, 755 West Ocean Drive, requested a legal update on Castillo del Sol. Joey Raspe, 510 12th Street, stated a property on 9th Street is advertising the rental of their dock and driveway.

3. **Approval of Minutes:** City Commission Public Hearing August 12, 2021

MOTION: Motion made by Commissioner DeNeale, seconded by Vice Mayor Trefry to approve the City Commission Meeting minutes for August 12, 2021.

ON THE MOTION: Roll call vote. Unanimous Approval.

4. **Agenda Additions, Changes, Deletions:**

5. **Special Requests:** None.

6. **Committee and Staff Reports:**

A. **Marathon Fire/EMS:** Fire Chief Johnson reported 7 medical calls, 1 public assist, 1 fire alarm, 1 internal fire alarm. The Chief further advised on hurricane preparedness for properties and emergency plans. Fire Chief Johnson state the importance considering the Covid Variant to wear a mask and follow proper hand washing procedures. City Hall is offering the Pfizer vaccine at City Hall at 8/27 from 10am-7pm. No appointment necessary.

B. **Recreation Committee:** No Report.

C. **Beautification Committee:** No Report.

D. **Disaster Preparedness Committee:** No Report.

E. **Planning & Zoning Board:** No Report.

F. **Code Enforcement Board:**

1. **Recommendation to Appoint Kimmeron Lisle:**

MOTION: Motion made by Commissioner DeNeale, seconded by Vice Mayor Trefry to appoint Kimmeron Lisle to the Code Enforcement Board.

ON THE MOTION: Roll call vote. Unanimous Approval.

2. **Recommendation to Appoint Freddie Foster:**

MOTION: Motion made by Commissioner DeNeale, seconded by Vice Mayor Trefry to appoint Freddie Foster to the Code Enforcement Board.

ON THE MOTION: Roll call vote. Unanimous Approval

G. Utility Board: Utility Board Treasurer Freddie Foster reported updates since the last Utility Board Meeting. The board approved \$16,500 invoice for construction and bidding. A \$400,000 Stewardship Grant was approved. Swat money from state will be requested. 2021/2022 Utility budget has been approved and is now with the city. Grant funds were used for repairs on the bridge. Utility Board Clerk Pat Hyland was thanked for her efforts in securing the funds.

H. Police Department: Chief DiGiovanni reported since the last meeting KCBPD responded to 3 medical calls, provided backup to MCSO 4 times, 1 public assist, received 7 miscellaneous calls, along with road patrol, boat patrol and vacation watch program. The week of 8/20 -9/6 is Traffic Enforcement Week with the motto “Drive sober or get pulled over”.

1. **Chief DiGiovanni asked the Commission for approval on hanging a banner “Drive sober or get pulled over” at top of Causeway.**

Motion: The request was unanimously approved by the Commission.

I. Building Department/Public Works: Building Official Roussin reported.

1. **Request Approval to Dissolve Unity of Title for 701/711 8th Street:** Building Official Roussin reported on the requirements needed to comply for the request. The City might have to add a sewer tap to the property since the existing one cannot be found. Building Official Roussin will request a quote for the service. The Commission further discussed the illegal kitchen as well as laundry room. Commissioner McCullough recommended for the request to be tabled until a later date. The Commission further discussed whether the original request for Unity of Title went in front of the P & Z Board. Building Official Gerard Roussin stated that all requested Building Department items must be in compliance before a request for the approval of the termination of Title can go before the Commission. City Attorney Smits also explained that the platting will have to be addressed before the Commission approval takes place.
2. **Public Works:** Public Works Supervisor Michael Guarino reported. The Public Works Department finished tree trimming, assisted the golf course with landscaping, and continued stripping roads.

J. City Secretary/Treasurer: No Report.

K. City Clerk: No Report.

L. City Administrator: City Administrator Turner reported on attending various meetings and workshops. Grants are being looked at for City Hall funding.

7. Items for Discussion /Approval:

A. Discussion/ Approval to Amend Code of Ordinance Section 1-10 Schedule of Violations and Penalties: Commissioner Harding reported on the schedule of Violations and Penalties and some edits to the fees. Vice-Mayor Trefry requested some edits to the fees as well. Commissioner McCullough requested some ordinance changes for mini lobster season and spear fishing. City Attorney Dirk Smits stated that there are specific statutes that must be followed regarding proposed changes. City Attorney Smits will work on the issues regarding spearfishing, fishing, and commercial diving. The Commission further discussed fee changes for boat length violations. City Administrator Dave Turner asked the Commission for approval to start the process of hiring a code enforcement officer. The Commission approved on the request.

B. Discussion/Approval to Bid Financial Services: City Administrator Dave Turner reported on the request to turn the city finances over to an outside CPA firm.

MOTION: Motion made by Mayor Sutton, seconded by Commissioner Harding to keep money in the budget for a position within the city, and for the City to advertise for a bid for financial services.

Discussion: Commissioner DeNeale voiced his concern about removing the financial responsibility from the City Clerk. City Administrator Dave Turner answered the importance of the City Clerk to be able handle the workload. Commissioner McCullough voiced the importance having a City Clerk. The Commissioners continued to discuss the role of the City Clerk and the proceeded to the vote.

ON THE MOTION: Roll call vote. Unanimous Approval.

C. Discussion/Approval of Mitteaur & Associates Engineering Services Agreement in the amount of \$16,500:

MOTION: Motion made by Mayor Sutton, seconded by Vice-Mayor Trefry to approve the proposal.

ON THE MOTION: Roll call vote. Unanimous Approval.

8. **Approval of Warrant:** None.

9. **Ordinances and Resolutions:** None.

10. **Commissioner Reports:**

Lobbyist Jerry Paul introduced Senator Ben Albritton. Senator Albritton addressed the importance of water quality, quantity, and the corresponding funding, as well as vacation rentals, and the storm water project. Senator Albritton also addressed the importance of local leadership and the political process. Senator Albritton stated that he is always available through Lobbyist Jerry Paul and thanked the Commission and Staff for having him.

11. **City Attorney Report:**

A. Update on City Hall Funding Options: City Attorney Dirk Smits reported on the different options on funding. Proposal on funding options will be given out later. Commissioner DeNeale asked what the step-by-step process is on bidding and approval. City Attorney Dirk Smits said that the next step is to consider the financing step. No commitment has been made.

B. Update on COVID-19 Policy and Procedures: City Attorney Dirk Smits reports that mask mandates are in place. Data on COVID-19 is evolving.

C. Update on SFWM Irrigation and Cost Recovery Ordinance: Process is in place.

The meeting adjourned at 11:22 a.m.

Respectfully Submitted,

Silvia Gransee

Silvia Gransee, City Clerk