

MINUTES
KEY COLONY BEACH
CITY COMMISSION REGULAR MEETING
Thursday, March 10, 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 Tucker DeGraw and Commissioner April Tracy. *Also Present:* City Clerk Kathryn McCullough, City Attorney Thomas Wright, Building Official Ed Borysiewicz, Assistant Building Official Steve Britske, Police Sergeant Lindsay Birkland, and Fire Chief John Johnson. Excused - Chief Kris DiGiovanni. Public - 9

2. **Approval of Minutes:** Regular Meeting February 25, 2016-Approved as submitted.

3. **Special Requests:** – None

4. **Committee and Staff Reports:**

A. Marathon Fire/EMS – Chief Johnson stated their department responded to 3 medical calls, 1 motor vehicle accident and 1 call concerning a propane gas tank leak since the last commission meeting. He reminded everyone that there are a whole lot of people in town, so please be alert and patient.

B. Recreation Committee –No report.

C. Beautification Committee – The Mayor reported there will be a Dedication of Water Front Park on March 19, 2016 from 2:00 p.m. until 5:00 p.m. The ribbon cutting will be at 2:00 p.m., with hot dogs, beverages and entertainment to follow. It is open to the public. The cost of the refreshments and entertainment has been generously contributed by an anonymous donor.

D. Disaster Preparedness Committee – Building Official Ed Borysiewicz reported the monthly generator test was completed successfully.

E. Planning & Zoning Committee –No report.

F. Utility Board –No report.

G. Police Department – Sergeant Birkland reported the Chief is on vacation from March 10 through March 16. There has been 1 report of grand theft of pool equipment, 2 medical calls, 5 assists to MSCO, 12 miscellaneous calls, 3 traffic citations, and 5 code enforcement warnings since the last commission meeting. The Department is currently in the Click it or Ticket wave until March 14th. This year instead of giving traffic warnings or tickets, the officers are passing out educational flyers the Chief made up. Sergeant Birkland also wanted to compliment the Community Association and the volunteers on Key Colony Beach Day. This is his 18th year policing the celebration and there were some very minor issues but overall this one has been the best so far. The Community Association did an excellent job.

H. Building and Public Works –

1. Building Official Ed Borysiewicz reported on a request for a 24,000 lb. boat lift at 141 5th Street. It is before the commission as it is over the 16,000 lb. limit. The arms of the lift meet the 12 foot requirement. There are letters from the neighbors on both sides approving the lift, and he has the permits from the Corps of Engineers and the DEP.

Motion: Motion made by Vice-Mayor Sutton, seconded by Commissioner Pettorini to approve a 24,000 lb. boat lift to at 141 4th Street.

On the Motion: Unanimous approval.

2. Felix Portal, Public Works employee, resigned his position. He had been on the job for 8 months and was still in the probationary period. After review of several applications, the Building Official is recommending hiring Matthew McKeon at \$16.75 an hour to fill the vacancy.

Motion: Motion made by Commissioner Pettorini, seconded by Commissioner DeGraw to hire Matthew McKeon at \$16.75 per hour with a one year probationary period.

On the Motion: Unanimous approval.

3. Building Official Ed Borysiewicz reported that the Assistant Building Official Steven Britske has completed his one year probationary period. He reported that Steve has a Provisional Building Inspector license. Additionally he has already passed 3 of the 5 tests required for the Building Inspector license. He should pass the two remaining sections within the next 6 months at which time he will be issued the Building Inspector license. A 200 hour course is required to obtain a Fire Inspectors certificate. This course is no longer available locally, but can be taken at a private college or on line. Steve will have the Fire Inspectors certificate within one year after obtaining the Building Inspector license. The Building Official recommended a 10% salary increase for Steve Britske.

Motion: Motion made by Vice Mayor Sutton, seconded by Commissioner DeGraw to approve acceptance out of probation and a 10% salary increase for Steven Britske.

On the Motion: Unanimous approval.

I. City Secretary/Treasurer – Commissioner Pettorini reported there is really nothing to report. The financials for February will be ready shortly so he will have more to report at the next meeting.

J. City Clerk - City Clerk McCullough reported the letters for the long term boat parking have been sent out and we are starting to get responses back.

5. **Unfinished Business:** None

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

A. Utility Board Chair – Commissioner DeGraw – The Mayor reported the way the Chairman of the Utility Board is selected was changed last year. The Mayor explained that now the Commission selects the Chair of the Utility Board, whereas in the past the Utility Board selected the Chairperson. Commissioner DeGraw stated he was against the change, and since its implementation the Utility Board has been in chaos. Commissioner DeGraw does not feel the change has worked and he would like to see it changed back to the way it was. Attorney Wright reported an ordinance would have to be drafted and it would have to pass two readings to change it back. The Attorney also explained in the old ordinance the Utility Board selected all its own officers. The current ordinance requires the Commission to select the Utility Chair, then the Chair recommends the other officers of the Utility Board to the Commission.

Motion: Motion made by Commissioner DeGraw, seconded by Commissioner Pettorini to have the City Attorney draft an ordinance regarding the Utility Board.

On the Motion: Commissioner DeGraw, yes. Commissioner Pettorini, yes. Commissioner Tracy, no: Vice Mayor Sutton, no. Mayor Ellis, no. Motion failed.

B. Plantings Across from Casa Clara – Commissioner Tracy - Commissioner Tracy has been in contact with Janie Byland of the Beautification Committee. Janie feels the plantings are looking better and they will be okay if they are raked out and fertilized. Assistant Building Official Britske agreed the plantings are starting to fill back in after they were trimmed. It was the general consensus of the commission to leave the planting across from Casa Clara the way they are. Mary McFadden, Clara Blvd. complimented the City on the trimming of the mangroves along Sadowski, however from the bridge to US1, it is not so great. Building Official Borysiewicz explained the City has a new landscaper doing this project. The landscaper has had issues with some equipment which is being repaired. The landscaper knows the City's expectations and the project will be completed as directed.

7. City Administrator Items for Discussion/Approval:

A. The applications for Assistant City Clerk were passed out to the Commissioners for review. The applicant has been interviewed by the Mayor and the City Clerk. They both recommend hiring this individual at \$21.65 an hour to fill the Assistant City Clerk position.

Motion: Motion made by Vice Mayor Sutton, seconded by Commissioner Pettorini to hire the Assistant City Clerk at \$21.65 per hour.

On the Motion: Unanimous approval.

B. The Mayor informed the Commission that the individuals on the City's Boards and Committees are appointed at the April 1, organizational meeting. The Mayor provided the other Commissioners with a sheet indicating which appointments expire this year. He went on to explain the current practice is to reappoint the existing members, or if there is a vacancy, a person who has been suggested by that particular board. The Mayor would like to see the commission be more proactive in finding members for the various Boards and Committees. The Mayor introduced Raymond Andro, a resident of Coury Drive, who is interested in serving on the Utility Board. As there is currently a vacancy on the Utility Board the Mayor requested a motion to appoint Mr. Andro to fill the opening created when Tom Conley resigned.

Motion: Motion made by made by Vice Mayor Sutton, seconded by Commissioner Pettorini to appoint Raymond Andro to the Utility Board.

On the Motion: Unanimous approval.

Steve Flood welcomed Ray Andro to the Utility Board. He reminded the Commission there are still 2 openings. The Mayor answered that he has others interested in serving, but they could not be present at this meeting. The Mayor also stated that he is going to be very proactive in finding members for the Boards and Committees. He read the ordinance concerning the appointment of members to the Planning and Zoning Committee. There are currently 3 members whose terms expire this year. It is the Mayor's plan to find 3 good replacements for the current members. He then introduced Trudy Toriano of 10th Street. Ms. Toriano explained she has been a year round resident for the past 2 years. She previously served on the Planning and Zoning Committee in Indian Rocks Beach Florida. She has a degree in electrical engineering. She is semi-retired and looking forward to being active in the community. The Mayor also introduced Joe Raspe who is also interested in serving on P&Z. Mr. Raspe is a full time resident on 12th Street. He was a fire captain in Baltimore

City for 20 years. He has also worked as a general contractor in that area. He is now retired. He is very interested in serving on P&Z.

8. Ordinances and Resolutions: None

9. Warrant Approval:

Motion: Motion made by Commissioner Pettorini, seconded by Commissioner Tracy to approved the warrant in the amount of \$303,250.67

On the Motion: Unanimous Approval

10: Commissioner Reports & Comments: Commissioner Pettorini reported on his findings concerning liability insurance for private events on public property. The Florida League of Cities has a formal tenant user program and the City is part of that. Bill Danaher of Johnsons Insurance, also reported to the Commissioner that special event insurance is easy to acquire and reasonably priced. There were no other Commissioner comments.

11: City Attorney Report: Attorney Wright reported there is currently no litigation pending against the City. .

12: Correspondence & Citizen Comments: City Clerk McCullough reported an e-mail from Marie Flood concerning the Planning and Zoning Committee. A copy had been forwarded to all the Commissioners. Mary McFadden, Clara Blvd., addressed the Commission concerning the seasonal traffic backup at the US1 light for left turns. Because of the backup it can take as many as 3 light changes to get out of Clara Blvd. She asked if a "Stop Here on Red" sign could be placed before the intersection. The Mayor suggested a "Do Not Block Intersection" would also be a solution. The Mayor will bring this up to Chief DiGiovanni when he returns from vacation. Ms. McFadden's second concern is the accumulation of storm water during a heavy rain. The water backs half way up Clara Blvd. and into Sadowski. Building Official Borysiewicz explained the problem is caused by a drain under US 1. He has previously contacted DOT on several occasions concerning this issue. He will write to them again. Ms. McFadden's last concern is with future construction at the Holiday Inn Express. The exit from the Holiday Inn puts traffic onto Clara Blvd. If the exit was further up this would not be a problem. She is concerned the traffic use of Clara Blvd. will only get worse with the new construction. Ms. McFadden requested the City be proactive when this issue comes up for the benefit of the residents of Clara Blvd.

Meeting adjourned at 10:30 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.