

**MINUTES
REGULAR MEETING
OF**

CITY COMMISSION – CITY OF CARRABELLE, FL

**1001 GRAY AVENUE
CARRABELLE, FL 32322**

**PHONE: (850) 697-2727
or (850) 697-3618**

DATE: THURSDAY, JULY 5, 2018
PLACE: CITY MUNICIPAL COMPLEX

TIME: 6:00 P.M.
1001 GRAY AVE

You are welcome to speak or comment on any matter under consideration by the Carrabelle City Commission when recognized to do so by the Mayor. Once recognized, please rise to the podium, state your name for the record, and adhere to the **three-minute time limit**.

6:00 P.M. **CALL TO ORDER**
INVOCATION
PLEDGE OF ALLEGIANCE TO THE FLAG

CONSENT AGENDA

- June 7, 2018 Regular Meeting Minutes
- Attorney Invoices
- Four Water & Sewer Department Job Descriptions
 1. Water and/or Wastewater Treatment Plant Operator.
 2. Water and Sewer Tech I.
 3. Water and Sewer Tech II.
 4. Water and Sewer Billing Clerk.
- Amend Water and Sewer Superintendent Job Description and Assistant Water and Sewer Superintendent Job Description to include: “Must pass background check”

Commissioner Allen motions to approve consent agenda contingent on including three motions missing from June 7th minutes, Commissioner Mathes seconds, all in favor, motion carried.

PUBLIC COMMENT:

“Public Comment” comments are kept at a maximum of **3 minutes**. Items brought forth during Public Comment requiring a Commission vote will be requested to be placed on the upcoming meeting agenda.

Barry Greer thanks Fire Department for aid in Lanark Fire
Pam McCreery asks for reasons in writing that her project was denied last month
Pat Thunderbird, Miranda Marxen, Shelly McClain, and several other ask questions pertaining to broken fire hydrant in Lanark.

COMMISSIONERS' REPORTS:

Comm. Allen: residents may have received a letter notifying of drop in ISO fire rating. Chief Carl Whaley is working hard to get restored with limited resources and only volunteers. Also thanks all the volunteers from two fires.

Comm. Mathes: none

Comm. Walden: none

Comm. Millender: none

Mayor La Paz: Reported on response from City of Carrabelle during the June 24th Eastpoint-Limerock Wildfire which included:

- Carrabelle Volunteer Fire Department with two firetrucks and seven firefighters present for almost 12 hours nonstop.
- Police department response: five officers with vehicle units for most of the night.
- W&S Department contacted Eastpoint Water & Sewer and offered manpower assistance and parts for emergency repairs if needed.
- City of Carrabelle immediately accepted donations at City Hall with delivery to Eastpoint Firehouse.
- FC Emergency Management is presently using space in this building for warehousing of water, foods, toiletries, diapers, paper goods, clothing, kitchen and household utensils, household decorative items, linens, mattresses, furniture, household cleaning supplies, children's toys, and meals ready to eat.
- When the dust settles, I will ask this board to consider a financial donation from the City.

Thanked the City's volunteer firefighters and police officers who were among the first on the scene of the Eastpoint wildfire. Thanked City staff and community for their quick actions to assist in the aftermath of that tragic event which has devastated the lives of many of our families, friends, and neighbors.

During week of June 24th the Carrabelle Fire Department was dispatched to 5 fires in a period of 6 days; the Hog Fire, Eastpoint Wildfire, Two woods fires between Carrabelle and Lanark, and the Heffernan Drive fires in Lanark Village

Secured TDC funding in the amount \$6,000 towards the rebuilding of playground equipment at the lighthouse, known as the Carrabella.

Receiving multiple requests from non-profits for rooms and space in the new City Hall building and requests to place displays and signage in the new building. Asking that folks please let staff get settled in the new building and see what available space remains before making commitments to include displays and allowing long-term use of space by non-profits.

Requested Commission's consideration to appoint Carrabelle citizen, Mark Melcher, to Planning and Zoning Board.

Commissioner Mathes motions that no new commitments be made to use City space without commission approval, Commissioner Allen seconds, all in favor, motion carried.

Commissioner Mathes motions to appoint Mark Melcher to P&Z board, Commissioner Allen seconds, all in favor, motion carried.

STAFF REPORTS:

City Attorney: none

City Administrator: Need Special Meeting to hire Water and Sewer Supervisor, and new police officer.

Commissioner Millender motions to hold special meeting on July 10th at 1:30 p.m., Commissioner Walden seconds, all in favor, motion carried.

ARPC has a \$50,000 Economic Development Administration Disaster Recovery grant opportunity. The grant funding will be used to develop an Economic Development Element for the County's Comp Plan including future land use recommendations, land development regulations recommendations, and workforce training recommendations that enable new commercial development and enhance community character. The workforce training would align with new business recruitment. This grant requires a 20% match. So far commitments from the TDC for \$5,000; Apalachicola for \$1,000; Franklin County for \$2,000, and the ARPC is contributing \$1,000. ARPC is requesting that Carrabelle commit to \$1,000 for assistance in developing an Economic Development Element to the County's Comp Plan.

Commissioner Allen motions to approve \$1000, Commissioner Mathes seconds, all in favor, motion carried.

City Clerk: none

Inovia: reviews submitted report

ADVISORY BOARD REPORTS:

Advisory Board reports are kept to a maximum of 3 **minutes**. Advisory Board items requiring action will be placed as an item on the agenda through the Clerk's office.

Waterfronts Partnership: reviews submitted report

Economic Development Council: none

Carrabelle Aviation Advisory Board: reviews submitted report

Carrabelle HR Committee: reviews submitted report
Commissioner Walden motions to have special meeting July 26th at 1:30,
Commissioner Mathes seconds, all in favor, motion carried.

NEW BUSINESS

- Item 1. Discussion and possible action concerning City election matters.
Commissioner Millender votes to table until July 10th meeting, Commissioner Allen seconds, all in favor, motion carried.
- Item 2. Discussion and possible action concerning institution of time-clock software to manage employee in and out times; accrued hours for vacation, sick, and comp time; and HR administrative reports.
Commissioner Mathes motions to approve, Commissioner Walden seconds, all in favor, motion carried.
- Item 3. Discussion and possible action on Memorandum of Agreement with Franklin County EMS as to use of City property.
Commissioner Allen motions to approve, Commissioner Mathes seconds, all in favor, motion carried.
Commissioner Millender motions that any request to use city property or space exceeding 24 hours requires commission approval, Commissioner Walden seconds, all in favor, motion carried.
- Item 4. Discussion and possible action regarding special exception at 111 NW Ave C.
Commissioner Mathes motions to approve, Commissioner Allen seconds, all in favor, motion carried.

OLD BUSINESS

- Item 1. Discussion and possible action regarding awarding bid for weekend/holiday park janitorial and maintenance services
Commissioner Walden motions to reject all bids because they are too high,
Commissioner Allen seconds, all in favor, motion carried.
Commissioner Millender motions to allow Administrator accept applications based on pay of \$50 a day and hire, Commissioner Walden seconds, all in favor, motion carried.

Item 2. Discussion and possible action concerning proposal for lease of the Carrabelle Industrial Building from Little Custom Homes.
No action

Commissioner Millender motions to adjourn regular meeting and open public hearing, Commissioner Mathes seconds, all in favor, motion carried. 8:33

PUBLIC HEARING:

RESOLUTION 03-2018

Airport JPA

Commissioner Walden motions to approve, Commissioner Millender seconds, all in favor, motion carried.

Final Hearing:

Amend 2017-2018 Budget

CDBG grant funding

Commissioner Millender motions to approve, Commissioner Mathes seconds, all in favor, motion carried.

Commissioner Millender motions to adjourn, Commissioner Mathes seconds, all in favor, motion carried. 8:35

NOTE: Anyone needing action taken by the Commission needs to be placed on the agenda and all required paperwork submitted by Wednesday, 8 days prior to meeting.

If an individual decides to appeal any decision made by the City Commission with respect to this meeting, a verbatim transcript may be required. If so, the individual should make provision for a transcript to be made at the meeting. (RE: Florida Statute 286.0105). Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodation to participate in this meeting is asked to advise the city at least 48 hours before the meeting by contacting Keisha Messer at the above address or phone number.