

**MINUTES
REGULAR MEETING
OF**

CITY COMMISSION – CITY OF CARRABELLE, FL

**1206 HWY 98 E
CARRABELLE, FL 32322**

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

DATE: THURSDAY, APRIL 2, 2020
PLACE: GOTOWEBINAR

TIME: 6:00 P.M.
1206 HWY 98 EAST

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

Attorney gives guidelines for the meeting

CONSENT AGENDA

- March 5, 2020 Minutes
 - March 19, 2020 Special Meeting Minutes
 - Attorney Invoices
- Commissioner Mathes makes a motion to approve, Commissioner Allen seconds, all in favor, motion carried.

PUBLIC HEARING

RESOLUTION 01-2020

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF
CARRABELLE ADOPTING WRITTEN UNIFORM COMMUNICATIONS
MEDIA TECHNOLOGY (CMT) PROCEDURES PURSUANT TO OFFICE OF
THE GOVERNOR EXECUTIVE ORDER 20-69; PROVIDING FOR
SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.**

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

COMMISSIONERS' REPORTS:

Comm. Allen: discussion with Chief of Police would like to share, Amy Mercer with FL Police Chief Association would like local support.

Comm. Mathes: none

Comm. Walden: none

Comm. Millender: none

Mayor La Paz: Reported on March 13th requested City Hall Staff and Supervisory Staff to suspend all non-emergency meetings. Next moved to limiting public access to City Hall and all staff was directed to practice social distancing. Next, as the COVID-19 crisis unfolded the City of Carrabelle instituted precautions regarding its public facilities as an attempt to stop the spread of this virus in our community. COVID-19 mitigation measures are aimed at dampening the spread of the virus. All city departments remain fully operational and the entire City staff continues to be ready to serve.

Remained in close contact with Administrative Staff, City Attorney, FDOH in Franklin County, Emergency Management, local business owners, volunteer leaders at non-profit organizations, the Chamber, and numerous citizens. Sent letters to Governor DeSantis, Senator Montford, Representative Shoaf, and several FWC officials. Reported on discussions with Representative Shoaf, County Commissioner Boldt, and Mayor Begos. Closely following communications from US Department of Homeland Security, Joint Information Center on COVID-19 for the State of Florida, the Florida Department of Health in Franklin County, and information from Senator Rubio's and Scott's offices. Most information is circulated to the public.

Requested public concerns be reported to Carrabelle Police Dept, Franklin County Sheriff's Office, City or County Administration, Franklin County Emergency Management, or the Health Department in Franklin County. Reported that Facebook comments, private messages, texting will not result in the best outcome regarding public concerns. Reported all leaders in Franklin County are working to make the most appropriate decisions with each bit of information received. Everyone wants to do the absolute best for our community.

Requested everyone continue being a good neighbor and friend. Continue to follow the recommendations of the CDC and the Florida Department of Health. Stay at home except for accessing essential needs and practice CDC guidelines. Reported the citizens and city will come together, to pick ourselves up by the bootstraps, and to bring our community back to normalcy. Asked everyone to stay calm, informed, and safe.

STAFF REPORTS:

City Attorney:

City Administrator:

The installation of the seamless gutters on the new city hall building is complete I have given All Weather Insulation the go ahead to finish up the sound proofing in the remainder of the building.

I have two quotes for fencing for Evergreen Cemetery and Isle of Rest. The PVC fence runs approximately \$2,000.00 more than the wood fence. Good Fence Good Neighbors was lowest on the PVC at 20,020.00 (15,270.00 and 4750.00) and Florida Fencing was lowest on the wood fence at 18,315 (14,050 and 4,265)

An update on new staff hired at the March 19th meeting, Mr. Simmons started this Monday and Mr. Andrews and Ms. Causey will start this upcoming Monday.

We now have 4 options for making water and sewer payments, you can mail your payment, use the drop box outside, auto draft from website, or our newest payment option is the pay now button on the City's website at mycarrabelle.com.

Our City Parks and public restrooms are closed until further notice. Currently our City Hall is closed to the public, however staff is still working. Our streets and roads superintendent is assigning each employee with a list of assignments for the day and they are working individually so they are separated . At this time and until further notice the Dept. of Corrections inmates are not being let out. Our Water and Sewer Department has been separating staff for several weeks now, The Water Operator is strictly working from the Water Plant, the Sewer Operator the Sewer Plant, we have one employee that has an office setup in the pole barn, and two employees working remotely taking calls when they are dispatched out. Attached to the Governor's Order issued yesterday, was a document from Homeland Security which encourages workers to work remotely when possible and when not possible for businesses to enlist strategies to reduce the likelihood of spreading the disease including separating staff by off setting hours or days or social distancing. The City Hall office would like permission to rotate hours or days also. There would be two people working at time and the office would be staffed each day while we would continue to work remotely when not in the office. These steps can preserve the workforce and allow operations to continue.

City Clerk: none

Inovia: reviews report

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.

David Alderstein

Sean O'Shea

Tamara Allen

NEW BUSINESS

- Item 1. Discussion and possible action regarding Special Exception at 310 W 9th St. Commissioner Walden motions to approve, Commissioner Millender seconds, all in favor, motion carried.
- Item 2. Discussion and possible action regarding request for forgiveness of rent at 104 SE Ave B. (Lulu's Café). Requested by Donna Boyd. Commissioner Mathes motions to approve waiving April and May rent, Commissioner Walden seconds, Commissioner Mathes amends motion for just April and bring up next month, Commissioner Walden seconds, all in favor, motion carried.
- Item 3. Discussion and possible action regarding COVID-19 measures. Commissioner Mathes motions to hold Special Meeting April 16th 10:30 a.m., Commissioner Allen seconds, all in favor, motion carried.

OLD BUSINESS:

Commissioner Millender motions to adjourn, Commissioner Mathes seconds, all in favor, motion carried. 7:16

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.