

A regular meeting of the City Commission of the City of Apalachicola was held on Tuesday, May 3, 2016 at 6:00 PM at the Apalachicola Community Center, #1 Bay Avenue, Apalachicola, Florida.

Present: Mayor Pro-Tem Brenda Ash, Commissioner Jimmy Elliott, Commissioner Mitchell Bartley, Commissioner Frank Cook, City Administrator Lee Mathes, City Clerk Deborah Guillotte, Officer Wesley Creamer, Attorney Pat Floyd

Visitors: Richard Delp, Wilbur Bellew, Lee Ann Bellew, Shirley Taylor, Bella Rudo, Despina George, Jody Rosenbaum, Kay Carson, Augusta West, Jim Bachrach, Karen Kessel, Themo Patriotis, Bonnie Davis, Carol Barfield, Creighton Brown, Holly Brown, David Adlerstein, Jan Thomas, Uta Hardy, Bill McCartney

Regular meeting opened by Mayor Pro-Tem Ash followed by prayer and pledge.

**1. RECOGNITION OF VISITORS:**

**a. Ginger Madewell – Tour of Homes** – Bella Rudo, on behalf of Ms. Madewell, gave overview of schedule of events and presented Commission with event tickets. Ms. Rudo also thanked the community and the City for their help and support in preparing for this event.

**b. Carrie Kienzle – Renaming of Apalachicola Municipal Library to Margaret Key Library** - Carrie Kienzle, Chairman of Apalachicola Library Broad, requests the Apalachicola Municipal Library be renamed to the Margaret Key Library. Ms. Key's generous donation along with grant funds has made the construction of a new library possible. Ms. Kienzle stated it seems appropriate to rename the Apalachicola Municipal Library to the Margaret Key Library in honor of Ms. Key.

Commissioner Cook stated he had no problem with the request but wants to make sure the name change will not affect the possibility of receiving funding.

Discussion held.

Mayor Pro-Tem Ash stated she is concerned about the legal and historic aspects.

Attorney Floyd will look into this matter to see if name change will eliminate funding or affect any historical events, since it is a municipal library.

Shirley Taylor, representing Philaco Club, stated they disapprove of the name change of the library and suggests naming a room in the new library after Margaret Key.

Discussion continued.

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Motion to approve to change name of Apalachicola Municipal Library to the Margaret Key Library contingent upon Attorney Floyd's review and to be confirmed at June meeting made by Commissioner Cook, second by Commissioner Elliott.

Motion carried: 4 to 0

Voting Aye: Elliott, Bartley, Cook, Mayor Pro-Tem Ash

Voting Aye: None

**c. Holley Brown – Implementation of SNAP for Farmer's Market** – Holly Brown outlined SNAP program, and asked if the City would support SNAP to be used at the Farmer's Market. Ms. Brown explained that Carol Barfield has volunteered to run the EBT machine and be responsible for all the reporting that is mandatory, but the City would be the responsible party of record. Ms. Brown stated a form letter is needed from the City to USDA, authorizing Creighton and Holly Brown, on behalf of the City, to apply for the EBT machine. The City's FEIN number would be used for this program.

Ms. Carol Barfield stated she will do training and run the EBT machine with the help of Clarice Powell and Yvonne Tolliver rotating weekends.

Discussion held.

Commissioner Bartley expressed concern about the City's liability.

Mayor Pro-Tem Ash stated this request needs to be researched in depth, especially the legal and financial and bonding aspects.

Attorney Floyd ask Ms. Brown to get more information regarding the SNAP program and poll other cities with farmer's markets to see how they offer this service. Attorney Floyd stated he will research the City's responsibility to implement this program.

### **d. August West – Apalachicola Main Street** –

Augusta West updated Commission on Main Street Projects: Historic Plague Program, launch of Main Street's new website, production of brochure outlining Apalachicola's meeting venues, and Friends of Downtown merchant cards.

## **2. DISCUSSION – APPEAL PROCESS FOR CODE ENFORCEMENT VIOLATIONS**

Wilbur Bellew stated he and Attorney Floyd are working on the appeal process dealing with code enforcement violations.

Attorney Floyd stated he is reviewing the legalities and will update Commission when he and Mr. Bellew have finalized process.

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**3. APPROVAL OF APRIL MINUTES**

Motion to approve April minutes made by Commissioner Bartley, second by Commissioner Cook.

Motion carried: 4 to 0

Voting Aye: Elliott, Bartley, Cook, Mayor Pro-Tem Ash

Voting Aye: None

**4. APPROVAL OF MARCH BILL LIST**

Motion to approve March bill list made by Commissioner Elliott, second by Commissioner Bartley.

Motion carried: 4 to 0

Voting Aye: Elliott, Bartley, Cook, Mayor Pro-Tem Ash

Voting Aye: None

**5. PLANNING AND ZONING**

Motion to confirm March Planning and Zoning minutes made by Commissioner Cook, second by Commissioner Bartley.

Motion carried: 4 to 0

Voting Aye: Elliott, Bartley, Cook, Mayor Pro-Tem Ash

Voting Aye: None

**6. CITY ADMINISTRATOR**

1. Rick Delp gave update on the CDBG Sewer Extension Project.

b) Ms. Mathes stated that Carr, Riggs, and Ingram will be conducting an ethics training class on Thursday, July 14<sup>th</sup> in Marianna. Time has yet to be determined.

c) Ms. Mathes stated the City currently has 5 certified First Responders on the Fire Department. Two of these responders have had to drop off due to not being able to pay for the extra gas in their personal vehicles, and they usually get about 4 calls a week. Ms. Mathes requests to approve the First Responders receive one tank of gas per month with Ginger Creamer and Rhett Butler monitoring the usage.

Motion to approve one tank of gas per month to each First Responder with usage monitored made by Commissioner Elliott, second by Commissioner Cook.

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Motion carried: 4 to 0

Voting Aye: Elliott, Bartley, Cook, Mayor Pro-Tem Ash

Voting Aye: None

d) Ms. Mathes stated she has received a citizen request to change the name of Magnolia Cemetery to Magnolia Gardens.

Attorney Floyd suggests publishing the name change for Magnolia Cemetery and the Apalachicola Municipal Library in the Apalachicola Times and hold a public discussion at the June meeting to receive public comment.

Motion to place an ad in Apalachicola Times advertising a public discussion on the name changes for Magnolia Cemetery to Magnolia Gardens and the Apalachicola Municipal Library to Margaret Key Library at the June meeting made by Commissioner Bartley, second by Commissioner Cook

Motion carried: 4 to 0

Voting Aye: Elliott, Bartley, Cook, Mayor Pro-Tem Ash

Voting Aye: None

e) Motion to approve payment for Attorney Floyd invoice made by Commissioner Bartley, second by Commissioner Elliott.

Motion carried: 4 to 0

Voting Aye: Elliott, Bartley, Cook, Mayor Pro-Tem Ash

Voting Aye: None

**7. ATTORNEY FLOYD**

a) Attorney Floyd announced that the executive session for Denton Cove is scheduled for Friday, May 13, 2016 at 5:00 at Holy Family.

**8. OTHER VISITORS & COMMENTS**

a) Carrie Kienzle introduced Karen Kessel. Ms. Kienzle stated that Ms. Kessel will be the children and youth services coordinator for anyone wanting to participate in a literacy program and will be here for a 3 year period.

b) Themo Patriotis gave update on 3<sup>rd</sup> Annual Paddle Jam which starts Friday May 20<sup>th</sup> to Saturday May 21, 2016. Mr. Patriotis thanks the City and employees for all their work.

Mr. Bellew stated he will get with him about set-up of tents as far as re-use water lines.

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c) Jan Thomas thanked Mr. Bellew for getting the dumpster located at the Post Office Corner relocated.

**9. MAYOR & COMMISSIONER'S COMMENTS**

a) Mayor Pro-Tem Ash asked Ms. Mathes about previously discussing Mrs. Webb being needed for some legal aspects on ongoing projects since she is legally knowledgeable. Do we know how long Ms. Webb will be needed and when will transition of current staff take over doing grants.

Attorney Floyd stated Ms. Webb will be needed on ongoing cases like Denton Cove, Family Dollar and CVS and phase out after these cases are complete.

b) Commissioner Elliott asked status of haul out lift contract with Mr. Mike Thrasher.

Attorney Floyd stated he received contract today and he will review and come back with recommendations.

There being no further business meeting adjourned.

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Brenda Ash, Mayor Pro-Tem

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Deborah Guillotte, City Clerk