

Commission Meeting
April 16, 2019
6:30 pm

Mayor Nugent called the meeting to order at 6:30 pm.

Commissioner Smith offered a prayer and led the Pledge of Allegiance.

This was the second regular meeting of the month. Members present included Mayor Daniel W. Nugent, Commissioner Tommy Chastain, Commissioner Shannon Smith and Commissioner Wilbur Waters. Also present were Police Chief Jeff Johnson, City Attorney Clay Martin, Deputy Clerk Lisa Terry, City Clerk Ricky Thompson and Executive Assistant Dan Williams. City Manager Bob Milner and Commissioner Janice D. Mortimer were absent due to a conference.

Mayor Nugent asked if there were any additions or deletions to the agenda. Mayor Nugent said he wants to move item 9.A. under emergency items. Mr. Thompson said Commissioner Mortimer asked to have item 8.E. removed and placed on the agenda for the May 7, 2019 Commission Meeting. Mr. Thompson asked to add the purchase of trucks to the emergency items. Mayor Nugent entertained a motion to approve the agenda with the addition and changes. Commissioner Waters made a motion to approve the agenda with the addition and changes. It was seconded by Commissioner Smith. The motion passed 4-0.

Mayor Nugent asked the commissioners if there was anything they wanted removed from the consent agenda. There was not. The consent agenda consisted of the minutes of the minutes of the April 2, 2019 Commission Meeting. Mayor Nugent entertained a motion to approve the consent agenda. Commissioner Chastain made a motion to approve the consent agenda. It was seconded by Commissioner Smith. The motion passed 4-0.

Mayor Nugent addressed the emergency items. He entertained a motion to approve the Attorney Contract. Commissioner Chastain made a motion to approve the contract. It was seconded by Commissioner Smith. Commissioner Chastain asked about the last page referring to termination and the city charter. He said normally it is a 30-day notice. Commissioner Chastain asked if the charter was different. Attorney Scott Walker with Folds, Walker & Maltby said they would abide by the charter and the 30-day notice. Attorney Martin said the charter is silent. The motion passed 4-0. Mr. Thompson said he has a statement from Commissioner Mortimer that she asked him to read. "On May 2, 2019 during our regular meeting the City Commission voted 5-0 to approve the agreement with the requested changes. However, in-lieu of my absence tonight I want to say I stand in full support of the agreement and feel the City is making positive strides in moving forward with our selection of this very capable law firm. It is my hope that the vote tonight will be a positive one and ask that this statement be made a part of the minutes."

Mayor Nugent asked about the purchase of trucks. Mr. Anaheim said the trucks are being auctioned by Clay Electric Cooperative. He said the city wants to bid on some bucket trucks and one is a chipper truck. Mr. Anaheim said the trucks are in really good shape and have been well taken care of. He said the cost of the trucks will be a lot less than the cost of one new truck. Mr. Anaheim said the money will come out of FEMA reimbursement money. He asked permission to bid on the trucks. Commissioner Waters said the city is in dire need of these trucks. Mayor Nugent entertained a motion to approve bidding on the trucks. Commissioner Waters made a motion. It was seconded by Commissioner Smith. Commissioner Chastain asked Mr. Thompson what policy and procedure says. Mr. Thompson said it is not covered by policy and procedure because the trucks are used. He said it needs commission approval. Commissioner Chastain said a policy needs to be developed to cover these purchases. Mr. Thompson said he will meet with Mr. Milner and Finance Director John-Paul Ledford to develop a procedure for purchasing used vehicles. Commissioner Chastain asked to have something by the second meeting in May. The motion passed 4-0.

Mayor Nugent read the statement for citizen requests "The City of Starke welcomes you to this meeting. This time is set aside for our citizens and general public to address the city commission. This is not a question or answer time. It is not a political forum, nor is it a time for personal accusations or derogatory remarks to or about city personnel. If you would like to address the commission please complete a form, come to the podium when you are called, speak into the microphone and state your name and address for the record. Please also limit your comments to not more than 3 minutes. Your participation is welcomed." There was no citizen participation.

Mayor Nugent asked for the City Clerk Report. Mr. Thompson said Commissioner Smith met with the Bond Trustees to review the bills. Commissioner Smith made a motion to pay the bills. It was seconded by Commissioner Chastain. The motion passed 4-0.

Mr. Thompson addressed upgrading the website to Americans with Disabilities Act compliance. Nathan Thornton, President of the Net Group, addressed the commission regarding the contract for \$4,500 to bring the website into ADA compliance. He said they work with 15 cities. Mayor Nugent asked what Mr. Thornton will do to make the website ADA compliant. Mr. Thornton said he will make sure the documents are searchable with Adobe. He said the documents will be compatible with screen readers. Mr. Thornton said they will work with the clerk's office to maintain the website. Mayor Nugent entertained a motion to approve the upgrade. Commissioner Chastain made a motion to approve the upgrade. It was seconded by Commissioner Smith. The motion passed 4-0.

Mr. Thompson addressed Resolution No. 2019-10 preserving the R.J.E. gymnasium addition. Attorney Martin read the title of the resolution. Mayor Nugent entertained a motion to approve the resolution. Commissioner Chastain made a motion for discussion. It was seconded by Commissioner Smith. Commissioner Chastain asked if the resolution obligated the city financially in any way. Mr. Thompson said it is just for support. Commissioner Smith asked if Attorney Martin agreed. Attorney Martin said it is a resolution of support. Commissioner

Chastain made a motion to approve Resolution 2019-10. It was seconded by Commissioner Smith. The motion passed 4-0.

Mr. Thompson addressed the proclamation declaring May 7, 2019 North Central Florida Regional Planning Council day. Attorney Martin read the proclamation. Mayor Nugent entertained a motion to approve the proclamation. Commissioner Waters made a motion to approve the proclamation. It was seconded by Commissioner Chastain. The motion passed 4-0.

Mayor Nugent asked for the City Manager Report. Mr. Williams addressed the emergency repair of the water leak at SR 100 and Laura Street. He said Mr. Anaheim could answer any questions. Mr. Williams said the repair will cost \$7,950. Mr. Anaheim said Grimes Construction will be installing an inserta valve which will avoid having a boil water alert. He said he requested bids and Grimes Construction was the only company to respond. Mayor Nugent entertained a motion to approve the emergency repair. Commissioner Waters made a motion to approve the emergency repair. It was seconded by Commissioner Smith. Commissioner Chastain asked Mr. Thompson if policy and procedure was followed. Mr. Thompson said the emergency purchase form was used. Commissioner Smith asked Mr. Anaheim if this would be a recurring problem. Mr. Anaheim said it will be on a case by case basis. The motion passed 4-0.

Mr. Williams addressed the purchase order for the installation of the SCADA System at the wastewater treatment plant. He said this will be in lieu of fines from the Department of Environmental Protection. Mr. Anaheim said the fines are due to sanitary sewer overflows. He said the Department of Environmental Protection requires us to prevent future overflows. Mr. Anaheim said SCADA stands for Supervisor Control and Data Acquisition. He said this system will be able to be used with the new wastewater treatment plant. Commissioner Waters asked where the money would be coming from. Mr. Anaheim said some is in lieu of the fine and the rest would come from the sale of the sprayfield. Mr. Thompson said some money from the sale of 29 acres of the sprayfield has been set aside for the wastewater treatment plant. Commissioner Chastain said the money was limited to \$300,000 he asked were this would put that number. Mr. Anaheim said it would be right at that limit. Mayor Nugent entertained a motion to approve the purchase order for \$44,745. Commissioner Smith made a motion to approve the purchase order. It was seconded by Commissioner Chastain. Commissioner Chastain asked Mr. Thompson if policy and procedure was followed. Mr. Thompson said to the best of his knowledge. The motion passed 4-0.

Mr. Williams addressed the executive session to discuss the firefighters' proposal. He suggested meeting on April 23, 2019. Commissioner Chastain said he will be out of town and Commissioner Mortimer is not here. Commissioner Smith made a motion to hold the executive session on May 7, 2019 at 5:30 pm. It was seconded by Commissioner Waters. The motion passed 4-0.

Mayor Nugent asked for the Police Chief Report. Chief Johnson said he had nothing further. Commissioner Chastain asked when the flags need to be flown for Police Week. Chief Johnson said he believes it begins on April 28, 2019 but he will confirm. Commissioner Smith asked about the Police Week Memorial. Chief Johnson said it will be at First Christian Church in Lake Butler. Mr. Thompson said they need to RSVP by tomorrow.

Mayor Nugent asked for the Attorney's Report. Attorney Martin said Folds, Walker & Maltby appreciate the commissioner's confidence in them and they are happy to be working with the city. Attorney Martin said they will be working as a team of attorneys. Commissioner Waters said he appreciates having them here.

Commissioner Waters said there needs to be a billboard on North and South Highway 301. Commissioner Chastain said they are already working on that. He said Mr. Milner is going to bring some information on this to the next meeting.

Commissioner Chastain asked about breakers for the substation. Mr. Anaheim said they are waiting to receive breakers but they will be installed as soon as they are received. Commissioner Chastain said the load on the system will be heavier in the summer. Mr. Anaheim said they should be here within the next few weeks.

Commissioner Chastain said the employee phones should be going out for bid. Mr. Anaheim said all the employee phones are now with Verizon. Commissioner Chastain asked if a comparison is being done. Mr. Thompson said there is. Chief Johnson said his equipment has to stay with Verizon.

Commissioner Smith asked Chief Johnson to keep working on speeding problems.

Mayor Nugent said he has nothing further.

Commissioner Chastain said the street sign by the wastewater treatment plant needs to be replaced. Mayor Nugent said street signs all over town need to be replaced or cleaned. Commissioner Waters said he tried to get the inmate crews to clean street signs. He expressed concern about trees over power lines. Mr. Anaheim said he is looking into that.

Mayor Nugent said they need to know about the splash park extension as soon as possible.

Commissioner Chastain asked about banning trains from blowing their whistles during nighttime hours. Mr. Anaheim said he is looking into it. Commissioner Waters said he is concerned about the legal aspect of not allowing the trains to blow their whistles. Chief Johnson said the city will be liable if there is an accident. He said the crossings must have crossing blocks, lights and arms for the trains not to blow their whistles.

There being no further business, the meeting was adjourned at 7:33 pm.