

Commission Meeting Minutes
October 15, 2019
6:30 pm

Mayor Waters said before we begin the official meeting of the Starke City Commission, there will be a time of voluntary prayer and the Pledge of Allegiance. Those willing to do so are asked to stand and Commissioner Smith will lead us in the prayer and the Pledge of Allegiance.

Mayor Waters called the meeting to order at 6:32 pm.

This was the second regular meeting of the month. Members present included Mayor Wilbur Waters, Commissioner Tommy Chastain, Commissioner Janice D. Mortimer, Commissioner Danny Nugent and Commissioner Shannon Smith. Also present were Director of Operations Scott Anaheim, Police Chief Jeff Johnson, Finance Director John-Paul Ledford, City Attorney Clay Martin, City Manager Bob Milner and Deputy Clerk Lisa Terry. City Clerk Ricky Thompson was absent due to illness.

Mayor Waters asked if there were any additions or deletions to the agenda. Mr. Milner asked to add Item 7.E. the Christmas Parade. He asked to change Item 8.A. to approval of underlying utility work contracts and Item 8.F. decisions regarding the splash park. Mayor Waters entertained a motion to approve the agenda with the changes. Commissioner Chastain made a motion to approve the agenda. It was seconded by Commissioner Nugent. The motion passed 5-0.

Mayor Waters entertained a motion to approve the consent agenda. The consent agenda consisted of the Minutes of the September 17, 2019 Commission Meeting and the Minutes of the October 1, 2019 Commission Meeting. Commissioner Smith made a motion to approve the consent agenda. It was seconded by Commissioner Chastain. The motion passed 5-0.

Mayor Waters asked if there were any emergency items. There were none.

Mayor Waters 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." Dr. Virgil Berry said US Highway 301 was closed from February 20th to 26th, 1999. He said Barber & Associates interviewed 116 business owners about business during this time and 72 percent had below normal business during the closing of US Highway 301. Dr. Berry said 17 percent of businesses were opened shorter hours and 15 percent had reduced employee hours. He said there was no loss for 33 of the 116 businesses. Dr. Berry said a couple of businesses south of US Highway 301

lost business the week of the opening of the bypass. He would like the city and the county to look into this.

Mayor Waters asked for the City Clerk's Report. Mr. Ledford said Commissioner Mortimer met with the bond trustees. Commissioner Mortimer made a motion to pay the bills. It was seconded by Commissioner Nugent. The motion passed 5-0.

Mr. Ledford read the title of Audit Committee Resolution 2020-03. Attorney Martin said the Request for Proposals for auditor services should be reviewed by an audit committee. He said State Statute recommends that the committee be made up of elected officials with knowledge of accounting practices. Attorney Martin said Commissioner Mortimer and Commissioner Nugent volunteered to be on the committee and Lawtey Mayor Jimmie Scott has extensive accounting experience and has volunteered to serve on the committee. Mayor Waters entertained a motion to approve the resolution. Commissioner Mortimer made a motion to approve the resolution as read by title. It was seconded by Commissioner Chastain. The motion passed 5-0.

Mr. Ledford read the title of Ordinance 2020-01 Late and Delinquent Payments for Utility Services. He said the ordinance will increase the late fee from \$5 to \$10. Attorney Martin said having an ordinance to establish late fees will allow them to be enforceable. Commissioner Nugent asked if this would affect the elderly population on a fixed income. Mr. Ledford said the city works with them to avoid disconnection but the late fee would still apply. Mayor Waters entertained a motion to approve the first reading of the ordinance. Commissioner Chastain made a motion to approve the first reading of Ordinance 2020-01 as read by title. It was seconded by Commissioner Smith. The motion passed 4-1. Commissioner Mortimer opposed the ordinance.

Mr. Ledford read the title of Ordinance 2020-02 Water and Wastewater Rates and Charges. Mr. Ledford said the Commission has already approved the increase by resolution. Mayor Waters entertained a motion to approve the first reading of the ordinance. Commissioner Mortimer made a motion to approve the first reading of Ordinance 2020-02 as read by title. It was seconded by Commissioner Smith. The motion passed 5-0.

Mr. Ledford addressed the Christmas Parade. Chrissy Thompson and Pam Whittle representing the Downtown Merchants came forward. Mrs. Thompson said they are trying to draw larger crowds to the downtown area. She said they will pitch a Christmas Festival to the Tourism Development Council but the Downtown Merchants will fund it if necessary. She asked that the Mayor light the Christmas Tree and read a speech and that the Commissioners participate. Mrs. Thompson asked to have the Christmas decorations put up the week before Thanksgiving. Commissioner Smith said he has had requests for car shows. Ms. Thompson said they would love to have car shows. Mayor Waters said he will be coming home from vacation the day of the Christmas Festival. Mrs. Thompson said Vice Mayor Smith could fill in for him. Mrs. Whittle said they would like the parade to go down US Highway 301. Mayor Waters entertained a

motion to approve the parade route. Commissioner Mortimer made a motion to approve the parade route. It was seconded by Commissioner Nugent. The motion passed 5-0.

Mayor Waters asked for the City Manager Report. Mr. Milner addressed utility work by highway contractor agreements Resolution 2020-04. Attorney Martin read the resolution title. Mayor Waters entertained a motion to approve the resolution. Commissioner Mortimer made a motion to approve the resolution as read by title. It was seconded by Commissioner Smith. The motion passed 5-0.

Mr. Milner addressed awarding the bid for the electrical distribution lines for the Florida Department of Transportation State Road 100 overpass and US Highway 301 bridge replacement projects. He said the bid award is to Patterson Dewar in the amount of \$1,736,132.27. Mr. Milner said the city qualified for forgiveness of the entire amount. Mayor Waters entertained a motion to approve the bid award. Commissioner Smith made a motion to approve the bid award. It was seconded by Commissioner Chastain. The motion passed 5-0.

Mr. Milner addressed the Resolution 2020-05 Code Enforcement Special Magistrate Contract. Attorney Martin read the title of the resolution. Mayor Waters entertained a motion to approve the resolution. Commissioner Mortimer made a motion to approve the resolution as read by title. It was seconded by Commissioner Smith. The motion passed 5-0.

Mr. Milner addressed the engineering proposals for design of the wastewater treatment facility. He said there were 4 firms and the top 2 were Woodard & Curran with 362 points and Mittauer & Associates with 348 points. Commissioner Nugent made a motion for discussion. It was seconded by Commissioner Mortimer. Commissioner Nugent said in the past the commission has interviewed the top firms before making a decision as to who to award the project. Commissioner Mortimer asked if there were representatives from the top 2 firms in attendance. Mr. Milner said there are. Justin DeMello from Woodard and Curran addressed the Commissioners. Commissioner Mortimer asked where their firm is located. Mr. DeMello said they are a national firm with an office in Lakeland, Florida. Mayor Waters asked how the Commissioners would like to proceed. Commissioner Mortimer said she would like to have a workshop to interview the top 2 firms. Commissioner Smith agreed. Commissioner Mortimer withdrew her motion. Commissioner Nugent withdrew his motion. Mayor Waters entertained a motion to have a workshop to interview the top 2 firms. Commissioner Nugent made a motion to hold a workshop on November 5, 2019 at 5:30 pm. It was seconded by Commissioner Mortimer. The motion passed 5-0.

Mr. Milner introduced Tim Norman with Mittauer & Associates to give an update on the Orange Street paving project. Mr. Norman said the survey is complete and the design is well under way. Commissioner Chastain said an email was sent September 13, 2019 stating the contract is to be let on May 25, 2020. Commissioner Chastain asked if construction would start 60 days later. Mr. Norman said construction will start on May 25, 2020.

Mr. Milner addressed the change of business hours at city hall for employees of the City Manager's Office. He said the office hours will be from 7:00 am to 5:30 pm Monday through Thursday. Mr. Milner said this will only be for himself, Code Enforcement Officer Jeff Look and Executive Assistant Dan Williams. Commissioner Mortimer asked if this will be advertised in advance so there is no impact on the citizens. Mr. Milner said it will be. Commissioner Nugent said he is not in favor of having the office closed on Fridays because no one will be available to serve the public. Commissioner Mortimer made a motion to approve the new office hours for the City Manager's Office. It was seconded by Commissioner Smith. Commissioner Chastain said he is not in favor of closing the City Manager's Office on Fridays because of the issuance of building permits. He said citizens will still come in on Friday looking for someone and there will not be anyone available. Commissioner Chastain said the city serves the public and should be available to the public. Mr. Milner said they have not missed a single request for a building permit. Commissioner Mortimer asked if the new hours could be on a trial basis and go back to normal hours if there are complaints. Mr. Milner suggested changing the hours for the months of November and December. Commissioner Mortimer said there will be a new city manager soon and they may prefer the old hours. Commissioner Nugent said he would like to keep the current hours until the new city manager is hired and allow them to make the decision. Mayor Waters called for a vote. The motion passed 3-2. Commissioner Chastain and Commissioner Nugent opposed the motion.

Mr. Milner addressed the decisions regarding the splash park. Mark Williams with M & R Construction gave an update on the splash park construction. Mr. Williams said a decision needs to be made on the color for the activation posts. Mr. Milner suggested using the Bradford Tornado colors. The Commissioners agreed.

Mayor Waters asked Chief Johnson for the Police Chief Report. Chief Johnson said there is a serious hog problem behind Meadows Drive. He said to expect complaints.

Mayor Waters asked Attorney Martin for the Attorney's Report. Attorney Martin said he is working with the Department of Transportation to get documentation on the forgiveness of the debt to relocate the utilities.

Attorney Martin said the City of Jacksonville has an ordinance prohibiting internet cafes and the ordinance is currently in litigation. He suggested holding off on an ordinance of the City of Starke until the one in Jacksonville is resolved and rely on criminal statutes to regulate them. Commissioner Mortimer asked if there have been any requests for business licenses for gaming rooms. Attorney Martin said there has been 1 but they have not returned the call he made to them.

Commissioner Chastain asked about closing on the Dodd property. Attorney Martin said the environmental review should be in soon. Commissioner Chastain suggested reaching out to the firm preparing the environmental review.

Commissioner Nugent had nothing further.

Commissioner Chastain asked about connection fees. Mr. Anaheim said he is working on it.

Commissioner Mortimer had nothing further.

Commissioner Smith had nothing further.

Mayor Waters said he had a request for a speed bump on Myrtle Street. He asked the board to consider it. Commissioner Mortimer said the Concerned Citizens of Bradford County had their annual Come Together Day and it turned out good. She said there were vehicles speeding by the park and again the residents are concerned about safety. Commissioner Mortimer said this is a safety issue that needs to be dealt with before someone is hurt.

There being no further business, the meeting was adjourned at 8:27 pm.