Commission Meeting Minutes
September 17, 2019
6:30 pm

Mayor Nugent 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 Nugent called the meeting to order at 6:39 pm.

This was the second regular meeting of the month. Members present included Mayor Daniel W. Nugent, Commissioner Tommy Chastain, Commissioner Janice D. Mortimer, Commissioner Shannon Smith and Commissioner Wilbur Waters. Also present were Director of Operations Scott Anaheim, Customer Service Representative Autumn Box, 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 was out of town.

Mayor Nugent asked if there were any additions or deletions to the agenda. Mr. Thompson asked to move item 7.D.i and 7.D.ii to 7.A.i and 7.A.ii. Mayor Nugent entertained a motion to approve the changes to the agenda. Commissioner Mortimer made a motion to approve the changes to the agenda. It was seconded by Commissioner Smith. The motion passed 5-0.

Mayor Nugent entertained a motion to approve the agenda. Commissioner Smith made a motion to approve the agenda. It was seconded by Commissioner Chastain. The motion passed 5-0.

Mayor Nugent entertained a motion to approve the consent agenda. The consent agenda consisted of the Minutes of the August 20, 2019 Commission Meeting, the Minutes of the August 30, 2019 Emergency Commission Meeting, the Minutes of the September 3, 2019 Commission Meeting, the Bradford High School Homecoming Parade road closure, the Concerned Citizens of Bradford County Come Together Day road closure and the Great Pumpkin Escape road closure. Commissioner Mortimer made a motion to approve the items on the consent agenda. It was seconded by Commissioner Waters. Commissioner Chastain said during the emergency meeting of August 30, 2019 approval was given to make emergency purchases. He asked if any emergency purchases were made. Mr. Anaheim said some transformers were purchased. The motion passed 5-0.

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

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 addressed the USDA water and waste disposal loan and grant program application. Mrs. Mary Gavin said the letter of intent to meet conditions and the request for obligation of funds is for $16,627,000 for the new wastewater treatment facility. She said the environmental requirements have already been met. Mrs. Gavin said she will file the letter of intent to meet conditions and request for obligation of funds. She said they will need right-of-way and easements. A proposed operating budget will be required upon completion of the project. Commissioner Chastain asked what the cost to the customer would be. Mrs. Gavin said about $45.00. Mayor Nugent entertained a motion to approve the letter of intent to meet conditions. Commissioner Waters made a motion. It was seconded by Commissioner Chastain. The motion passed 5-0. Mayor Nugent entertained a motion to approve the request for the obligation of funds. Commissioner Mortimer made a motion to approve the request. It was seconded by Commissioner Smith. The motion passed 5-0.

Mr. Thompson said Commissioner Waters met with the bond trustees to review the bills. Commissioner Waters made a motion to pay the bills. It was seconded by Commissioner Mortimer. The motion passed 5-0.

Mr. Thompson addressed the Request for Proposals for Professional Auditing Services advertisement. Commissioner Chastain made a motion to approve the advertisement. It was seconded by Commissioner Smith. Commissioner Mortimer asked when we last advertised for auditing services. Mr. Thompson said we advertise every three years. Attorney Martin said the advertisement is for one year with two one-year renewals. The motion passed 5-0.

Mr. Thompson addressed the facilities plan for the SRF sewer rehabilitation clean water SRF loan agreement. Kellen Lindsey from Mittauer & Associates said there is a resolution associated with the agreement that was approved at the last meeting. Mayor Nugent asked if there were any comments from the public. There were no comments. Attorney Martin suggested the commission reaffirm the adoption of the Resolution 2019-12 from the last meeting and approve the report from Mittauer & Associates. Commissioner Smith made a motion to approve the SRF clean water loan agreement and reaffirm Resolution 2019-12. It was seconded by Commissioner Mortimer. The motion passed 5-0.

Mayor Nugent asked for the City Manager Report. Mr. Williams addressed the North Central Florida Regional Planning Council Agreement to Provide Planning Services for Fiscal Year 2019-2020. Commissioner Mortimer made a motion to approve the North Central Florida Regional Planning Council Agreement. It was seconded by Commissioner Smith. Commissioner Chastain asked about the information the commissioners previously requested from the North Central Florida Regional Planning Council regarding Washington Street and Thompson Street. Mr. Anaheim said they are waiting on the bus route information. The motion passed 5-0.

Mayor Nugent asked Chief Johnson for the Police Chief Report. Chief Johnson had nothing further. Commissioner Chastain asked about having the Bradford High School Homecoming

Parade on US Highway 301. Chief Johnson said that was not even a consideration for this year. Commissioner Smith asked about the closing of the internet café. Chief Johnson said those questions need to be directed to the Bradford County Sheriff's Office. Chief Johnson said the internet café has no way to operate at this time. Commissioner Mortimer asked if the Bradford High School Homecoming Parade would be on US Highway 301 next year. Chief Johnson said it will. Commissioner Chastain asked if there needs to be a moratorium on the next agenda to eliminate internet cafés. Attorney Martin said the current internet café is shut down because of criminal changes so a moratorium would not accomplish anything. Commissioner Chastain asked if the door is open for a company from Jacksonville to open an internet café. Attorney Martin said it would be up to the Bradford County Sheriff's Office to shut them down if criminal activities are occurring. Commissioner Waters asked if the city would be required to issue an occupational license to someone wanting to open an internet café. Attorney Martin suggested waiting to see what happens with the criminal investigation.

Attorney Martin said Mr. Thompson has an issue with audit services. Mr. Thompson said he would like a couple of commissioners to serve on the board that will rank the auditing firms from those submitting proposals. Mayor Nugent and Commissioner Mortimer volunteered to serve on the board. Attorney Martin asked that this be on the next agenda as a voting item to approve Mayor Nugent, Commissioner Mortimer and someone from an outside board.

Attorney Martin asked the commissioners to approve the advertisement for the city manager position and direct the clerk's staff to advertise for the position. Commissioner Mortimer made a motion and it was seconded by Commissioner Smith. Commissioner Chastain asked if the position could be advertised for less than a month. Commissioner Mortimer said she would like the advertisement to run for a month. Commissioner Smith and Commissioner Waters concurred. The motion passed 5-0. Attorney Martin asked the commissioners to approve the job profile. Commissioner Smith made a motion. It was seconded by Commissioner Mortimer. The motion passed 5-0.

Attorney Martin addressed the position of the city manager commencing on October 1, 2019. He said Mr. Milner has offered to stay in the position until a replacement has been hired. Mr. Martin said Mr. Milner has provided a proposed contract. Attorney Martin said the proposed contract includes a pay increase. Commissioner Smith said he believes the city needs someone to fill the role of city manager until someone else has been hired. He asked if Mr. Milner has received a pay increase during his time as city manager. Commissioner Chastain said he received a $10,000 per year increase. Commissioner Mortimer said she believes the city needs a city manager until someone else can be hired but she does not agree with the proposed pay increase. Commissioner Smith asked if the wording in the section of the contract addressing pay could be made clearer. Commissioner Chastain asked about the two months compensation requested in the contract if Mr. Milner is terminated. Attorney Martin suggested rewording the proposed contract. Mr. Martin said the commissioners could rescind their acceptance of Mr. Milner's resignation at the April 2, 2019 Commission Meeting. Commissioner Smith made a motion to reject the consent agenda from the April 2, 2019 Commission Meeting. It was seconded by Commissioner Mortimer. The motion passed 5-0. Attorney Martin said the commissioners could approve the consent agenda from the April 2, 2019 excluding Mr. Milner's resignation. Commissioner Mortimer made a motion to approve the consent agenda from the

April 2, 2019 Commissioner Meeting excluding Mr. Milner's resignation. It was seconded by Commissioner Smith. The motion passed 5-0. Commissioner Mortimer made a motion to continue with Mr. Milner's current contract with an increase to $80,000 per year with a completion date of February 28, 2020. It was seconded by Commissioner Smith. The motion passed 4-1. Commissioner Chastain opposed the motion.

Attorney Martin addressed the City Commission Meeting Agenda format. He said it changes the voluntary prayer and Pledge of Allegiance to occur before the meeting is called to order to avoid possible legal action. The commissioners agreed to the new format.

Commissioner Waters asked about the status of the splash park. Mr. Anaheim said there will be a meeting Thursday to address any items. Commissioner Waters asked if the Florida Department of Transportation will be putting up signs on the bypass advertising local businesses. Commissioner Chastain said the Tourism Development Council will have signs on each end of the bypass.

Commissioner Chastain asked about mowing the sprayfield. Mr. Anaheim said there is supposed to be a road allowing access to the sprayfield. Commissioner Chastain said he believes the road would need to be approved by the Department of Environmental Protection.

Commissioner Smith had nothing further.

Commissioner Mortimer thanked everyone for their support during the shootings and the community meeting.

Mayor Nugent had nothing further.

There being no further business, the meeting was adjourned at 8:32 pm.