

Commission Meeting Minutes
September 3, 2019
6:30 pm

Vice Mayor Waters offered a prayer and led the Pledge of Allegiance.

Vice Mayor Waters called the meeting to order.

This was the first regular meeting of the month. Members present included Vice Mayor Wilbur Waters, Commissioner Tommy Chastain and Commissioner Shannon Smith. Also present were Customer Service Representative Autumn Box, Police Chief Jeff Johnson, City Attorney Clay Martin, City Manager Bob Milner and City Clerk Ricky Thompson. Mayor Danny Nugent was absent due to military leave. Commissioner Janice D. Mortimer and Deputy Clerk Lisa Terry were absent due to illness.

Commissioner Chastain made a motion to postpone the budget hearing due to the absence of Mayor Nugent and Commissioner Mortimer. It was seconded by Commissioner Smith. The motion passed 3-0.

Mr. Milner asked to add Item 8.H. to the agenda to set a date for the postponed budget hearing. Vice Mayor Waters entertained a motion to approve the changes to the agenda. Commissioner Chastain made a motion to approve the changes to the agenda. It was seconded by Commissioner Smith. The motion passed 3-0.

Vice Mayor Waters entertained a motion to approve the agenda. Commissioner Smith made a motion to approve the agenda with the change. It was seconded by Commissioner Chastain. The motion passed 3-0.

Vice Mayor Waters entertained a motion to approve the consent agenda. The consent agenda consisted of the Minutes of the August 12, 2019 Budget Workshop, the minutes of the August 19, 2019 Budget Workshop, the Minutes of the August 20, 2019 Budget Workshop and the Firefighters' Local Union 3120 Boot Drive for Muscular Dystrophy. Commissioner Smith made a motion to approve the items on the consent agenda. It was seconded by Commissioner Chastain. Commissioner Smith asked if the firefighters are insured for the boot drive. Mr. Milner said they are insured through the union because it is a union activity. Commissioner Chastain asked that the record show that the minutes from the August 20, 2019 Commission Meeting are not on the consent agenda. Mr. Thompson said he will ask Ms. Terry to have the minutes on the next agenda for approval. The motion passed 3-0.

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

Vice 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.” There was no citizen participation.

Vice Mayor Waters asked for the City Clerk Report. Mr. Thompson said Commissioner Waters met with the bond trustees to review the bills. Commissioner Chastain made a motion to pay the bills. It was seconded by Commissioner Smith. The motion passed 3-0.

Mr. Thompson addressed Resolution No. 2019-12 relating to the Florida Department of Environmental Protection State Revolving Fund adoption of the wastewater facilities plan for the implementation of sewer. Vice Mayor Waters entertained a motion to approve the resolution. Commissioner Chastain made a motion to approve the resolution. It was seconded by Commissioner Smith. Commissioner Smith asked Mr. Thompson what the resolution does. Mr. Thompson said it is required by the state for the city to request funds from the State Revolving Fund for the wastewater treatment plant. The motion passed 3-0.

Vice Mayor Waters asked for the City Manager Report. Mr. Milner addressed the North Central Florida Regional Planning Council Agreement to Provide Planning Services for Fiscal Year 2019-2020. Commissioner Smith said they have asked the planning council to look at Washington Street and have not heard anything back from them. Commissioner Chastain said they have asked the planning council to look at Thompson street as well and have not heard back from them. Mr. Milner said they need to set a workshop to discuss these streets with the planning council. Commissioner Smith asked when the contract needs to be signed. Mr. Milner said their fiscal year runs from October to September. Commissioner Chastain made a motion to table the item until the September 17, 2019 Commission Meeting due to the absence of Commissioner Mortimer and Mayor Nugent.

Mr. Milner addressed the Contract Extension Agreement for FTS-1 with Florida Gas Transmission Company. Attorney Martin said the contract reserves capacity on the pipeline to provide the city with the amount of gas they need to supply to their gas customers. Commissioner Smith made a motion to approve the contract extension agreement. It was seconded by Commissioner Chastain for discussion. Commissioner Chastain asked why the agreement needs to be made so far in advance. Attorney Martin said Florida Gas Transmission Company is planning for capacity that far in advance. Commissioner Chastain asked about section 5.1 and 5.2 seeking rate increases. Attorney Martin said it provides for them to seek a rate increase via the regulatory authorities. The motion passed 3-0.

Mr. Milner addressed the Workshop on the Florida Gas Utility Gas Rate Study on October 1, 2019 at 5:30 pm. He asked to change the request to October 15, 2019 and asked the commissioners if they wanted to address this in a workshop or within the regular commission meeting. Commissioner Smith made a motion to have a workshop on October 15, 2019 at 6:00 pm for the rate study. It was seconded by Commissioner Chastain. The motion passed 3-0.

Mr. Milner introduced Jamie Driggers with the Florida Department of Transportation. To address the documents for the State Road 100 railroad overpass. Mr. Driggers said this all started because of concerns about ambulances being held up by the train while trying to get to the hospital. He said major concerns about the project included possible flooding at Veteran’s

Park because of drainage issues and mowing and litter removal and maintenance around the new overpass. Mr. Driggers said there should not be any issues with flooding a Veteran's Park and maintenance and litter removal should be around \$4,000 per year. Commissioner Waters asked about the relocation of the city's utilities to make room for the overpass. Mr. Milner said they have received a notice to proceed with the gas and electric relocation and forgiveness of the cost. Attorney Martin addressed Item 8.G. the Transfer and Maintenance Agreement first. Attorney Martin read the resolution. Commissioner Smith made a motion to approve the resolution. Commissioner Chastain said the agreement is supposed to address maintenance of the property. Attorney Martin said the resolution addresses ongoing property maintenance. Commissioner Chastain said the city will have to take over maintenance without any obligation from the DOT to pay for the maintenance. Attorney Martin asked Mr. Driggers to address the issue. Mr. Driggers said the project will include hardscaping and landscaping as part of the beautification project. Commissioner Chastain seconded the motion to approve the resolution. The motion passed 3-0. Attorney Martin addressed Item 8.D. the Subordination of City Utility Interests. Attorney Martin read the resolution. Vice Mayor Waters entertained a motion to approve the resolution. Commissioner Smith made a motion to approve the resolution. It was seconded by Commissioner Chastain. The motion passed 3-0. Attorney Martin said the next resolution is for the City Deed. Attorney Martin read the resolution. Vice Mayor Waters entertained a motion to approve the resolution. Commissioner Smith made a motion to approve the resolution. It was seconded by Commissioner Chastain. The motion passed 3-0. Attorney Martin read the next resolution granting a temporary easement. Vice Mayor Waters entertained a motion to approve the resolution. Commissioner Smith made a motion to approve the resolution. It was seconded by Commissioner Chastain. Commissioner Chastain asked how long temporary is. Mr. Driggers said it is usually upon completion of the project. The motion passed 3-0. Vice Mayor Waters asked when the opening of the truck route is scheduled. Mr. Driggers said he would find out and get back with an answer.

Mr. Milner addressed the rescheduling of the Tentative Budget Hearing to September 17, 2019 at 6:30 pm and the Final Budget Hearing for October 1, 2019 at 6:30 pm. Vice Mayor Waters entertained a motion to set the Tentative Budget Hearing for September 17, 2019 at 6:30 pm and the Final Budget Hearing for October 1, 2019 at 6:30 pm. Commissioner Chastain made a motion to schedule the hearings for September 17, 2019 at 6:30 pm and October 1, 2019 at 6:30 pm. It was seconded by Commissioner Smith. The motion passed 3-0.

Mr. Milner said the property where the splash park is being constructed contains a lot of glass from debris where the Coca-Cola plant used to be. Mr. Milner said Contractor Mark Williams will continue digging the footers to see if there is the necessity for an environmental study to be done for the soil composition and compactness.

Mr. Milner said the Environmental Protection Agency is not in acceptance of the current effluent levels. There will be a meeting at the Department of Environmental Protection office regarding the consent order and any changes they wish to make to the time line. Commissioner Smith asked where we stand on the bids for the engineering on the new wastewater treatment plant. Mr. Anaheim said the bid closed on August 30, 2019.

Mr. Milner said the hurricane appears to be heading away from us.

Mr. Milner said Code Enforcement Officer Jeff Look is working on issues of noncompliance within the city. Commissioner Chastain asked about the handicapped ramp at Career Source being on the city's sidewalk which is in violation of our code. Attorney Martin said we must make sure we proceed according to our code.

Vice Mayor Waters asked Chief Johnson for the Police Chief Report. Chief Johnson said he appreciates the firefighters and the first responders for their response to the situation on Glendale Street. He said they did everything possible.

Commissioner Smith asked about 2-hour downtown parking. Chief Johnson said they would need to ticket the car and return 2-hours later. Commissioner Smith asked if there is anything that can be done about parking on the side of the road. Attorney Martin said he will get with Chief Johnson to address the issue. Vice Mayor Waters said there is a U-Haul that parks on Pinewood Street all the time. Chief Johnson said he will look into it tomorrow.

Vice Mayor Waters asked for the Attorney Report. Attorney Martin said Item C can be removed along with Item B. Attorney Martin addressed the Workshop for planning for city management after September 30, 2019. He said it has motion to approve but it is for informational purposes. He is bringing the issue before the commission because there will be a vacant role that needs to be filled. He is suggesting a workshop before the September 17, 2019 meeting. Vice Mayor Waters said he would like to see Mr. Milner stay on until the position is filled. Attorney Martin would like to have the workshop along with an agenda item for the September 17, 2019 Commission Meeting to approve the advertisement. Commissioner Smith made a motion to approve the workshop. It was seconded by Commissioner Chastain. Commissioner Chastain asked Mr. Thompson how many applications he received. Vice Mayor Waters asked if they can hold onto the applications that have already been received. Attorney Martin said they could be held onto and included with applications received in the future. Mr. Thompson said they received around 7 applications. The motion passed 3-0. Commissioner Smith made a motion to discuss an interim position within the workshop. It was seconded by Commissioner Chastain. The motion passed 3-0.

Commissioner Chastain asked about the Americans with Disabilities Act Self-Assessment Firms. Mr. Milner has references back on the firms and will bring it before the commission at the next meeting.

Commissioner Smith had nothing further.

Commissioner Waters said he is getting complaints about garbage trucks tearing up roads. Mr. Milner said this is nothing new and it occurs in other cities as well.

Commissioner Waters asked about mowing between the highway and the sidewalk on State Road 100. Mr. Milner said it is contracted by the Department of Transportation. Mr. Milner said he contacts DOT but they are only required to mow twice a year.

There being no further business, the meeting was adjourned at 8:45 pm.