Commission Meeting
July 2, 2019
6:30 pm

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

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

This was the first regular meeting of the month. Members present included Mayor Danny Nugent, Commissioner Tommy Chastain, Commissioner Janice D. Mortimer, Commissioner Shannon Smith and Commissioner Wilbur Waters. Also present were City Attorney Clay Martin, City Manager Bob Milner, Deputy Clerk Lisa Terry, City Clerk Ricky Thompson and Police Major Barry Warren.

Mayor Nugent asked if there were any additions or deletions to the agenda. There were none. Mr. Milner asked to add work with senior advisors on hiring city manager as Item 9.F. as an emergency item. Commissioner Mortimer made a motion to approve the agenda with the emergency item. It was seconded by Commissioner Smith. Mayor Nugent asked if there was anything from the audience. The motion passed 5-0.

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 June 18, 2019 Commission Meeting. Mayor Nugent entertained a motion to approve the consent agenda. Commissioner Mortimer made a motion to approve the consent agenda. It was seconded by Commissioner Chastain. Mayor Nugent asked if there was anything from the audience. The motion passed 5-0.

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." Morgan Alvarez addressed the commission regarding an open house for Dr. Lowry's office. They would like to use the square on Thursday, July 25, 2019 from 1:00 to 5:00 pm. There will be food, activities, entertainment and prizes. Ms. Alvarez said Dan Williams has all the necessary paperwork. Mr. Thompson asked what type of entertainment they will have. Ms. Alvarez said there will be a live DJ. Commissioner Smith asked if they had a rain date. Ms. Alvarez said not to her knowledge but she can add one. Mayor Nugent entertained a motion to approve the use of the square. Commissioner Waters made a motion to approve use of the square with a rain date. It was seconded by Commissioner Chastain. The motion passed 5-0.

Mayor Nugent asked for the City Clerk Report. Mr. Thompson said Commissioner Waters met with the Bond Trustees and recommended the bills be paid. Commissioner Waters made a motion to pay the bills. He said there was a question from Bond Trustee Jim Lewis about concrete purchased from Jackson Building Supply. Mr. Thompson said he believes it falls under the five percent local preference. It was seconded by Commissioner Mortimer. Commissioner Mortimer asked how the bond trustees get questions answered. Mr. Milner said he follows up with them. Mayor Nugent asked if there was anything from the audience. The motion passed 5-0.

Mr. Thompson addressed initiating the purchase of the Dodd property for a net of $30,000. He said it was the only bid to sell property in the Edwards Road Ball Field area. Mayor Nugent entertained a motion to approve initiating the purchase. Commissioner Chastain made a motion to initiate the purchase of 1.27 acres for a net proceed of $30,000. It was seconded by Commissioner Smith for discussion. Commissioner Smith asked if the purchase could be contingent on clean soil testing. Attorney Martin said it could include time for a due diligence process to perform testing. He said the contract would come back before the commission for approval. Mr. Thompson said the water flow is south from that property so he does not believe it would be affected by the contaminated property. Mayor Nugent asked if there was anything from the audience. The motion passed 4-1. Commissioner Mortimer opposed the motion.

Mr. Thompson addressed the additional holiday on July 5, 2019. Mr. Thompson said the employees have asked for an additional holiday because the 4th of July falls on a Thursday. Mr. Thompson said the county offices will be closed on Thursday and Friday. Mayor Nugent entertained a motion to approve the additional holiday. Commissioner Mortimer made a motion to approve the additional holiday of July 5th. Commissioner Smith seconded the motion for discussion. Commissioner Smith asked if it would affect utility cutoffs. Mr. Milner said someone will be working late on Wednesday to cut utilities back on if paid Wednesday. Mayor Nugent asked if there was anything from the audience. The motion passed 5-0.

Mr. Thompson addressed the Americans with Disabilities Act Administrators winning bid to EMG. He said they were approximately half the cost of the other company. Mr. Thompson asked if the ranking sheets are in the packet. Ms. Terry said they are at the end of the bids. She said Tindale Oliver's price is $78,815.00 and EMG is $7797.50. Commissioner Chastain asked what the scope of the work is. Ms. Terry said it is the same for both companies. Commissioner Chastain would like to review the scope of the work. Commissioner Mortimer asked if it is for all the city buildings. Mr. Thompson said it is. Commissioner Mortimer would like to see the scope of the work. Mr. Milner suggested he, Attorney Martin and Mr. Thompson review the scope of work and bids at their Tuesday meeting and bring this back to the commission at the July 16, 2019 meeting. Commissioner Mortimer made a motion to table the bid. It was seconded by Commissioner Chastain. The motion passed 5-0.

Mr. Thompson addressed the Florida Municipal Insurance Trust Renewal. He said the renewal is only $353.00 more than last year. Mayor Nugent entertained a motion to approve the renewal. Commissioner Waters made a motion to approve the renewal. It was seconded by Commissioner Chastain. The motion passed 5-0.

Mr. Thompson addressed the Florida Blue Health Insurance renewal and increase. Mr. Thompson said the increase is $240.00 per employee per year. Mayor Nugent entertained a motion to approve the renewal and increase. Commissioner Chastain asked if the increase has been worked into the budget. Mr. Thompson said it has. Commissioner Chastain made a motion to approve the renewal and increase. It was seconded by Commissioner Waters. The motion passed 5-0.

Mayor Nugent asked for the City Manager Report. Mr. Milner asked to set a budget workshop for August 6, 2019 at 5:30 pm. Mr. Milner will give each commissioner a copy of the budget a week prior to the workshop. Mayor Nugent entertained a motion to approve the budget workshop date. Commissioner Chastain made a motion to set a budget workshop date for August 6, 2019 at 5:30 pm. It was seconded by Commissioner Smith. Commissioner Chastain asked if historical data will be included with the budget. Mr. Milner said the budget will include historical data. The motion passed 5-0.

Mr. Milner asked to set a budget workshop for August 20, 2019 at 5:30 pm. Mayor Nugent entertained a motion to approve the budget workshop date. Commissioner Smith made a motion to set a budget workshop date for August 20, 2019 at 5:30 pm. It was seconded by Commissioner Waters. The motion passed 5-0.

Mr. Milner asked to set a City/County Commission Meeting for August 13, 2019 at 6:30 pm. Commissioner Smith asked what group will be attending the meeting and making a presentation. Mr. Milner said the Urban Land Institution would like to make a presentation relating to the bypass. Mayor Nugent asked if the city would host the meeting. Mr. Milner said they are looking at using the Charley E. Johns Conference Center due to anticipated attendance. Mayor Nugent entertained a motion to approve the City/County Commission Meeting date. Commissioner Waters made a motion to set a City/County Commission Meeting date for August 13, 2019 at 6:30 pm. It was seconded by Commissioner Smith. The motion passed 5-0.

Mr. Milner asked to set a budget hearing for September 3, 2019 at 6:30 pm. Commissioner Chastain asked if there would be a possible conflict with the county's meeting. Mr. Milner said there would not. Mayor Nugent asked to reserve August 12, 2019 at 5:30 pm for a budget workshop if needed. Commissioner Chastain made a motion to approve a budget workshop if needed. It was seconded by Commissioner Waters. The motion passed 5-0. Mayor Nugent entertained a motion to approve the budget hearing date. Commissioner Chastain made a motion to set a budget hearing date for September 3, 2019 at 6:30 pm. It was seconded by Commissioner Waters. The motion passed 5-0.

Mr. Milner asked to set a budget hearing for September 17, 2019 at 6:30 pm. Mayor Nugent entertained a motion to approve the budget hearing date. Commissioner Mortimer made a motion to set a budget hearing date for September 17, 2019 at 6:30 pm. It was seconded by Commissioner Chastain. The motion passed 5-0.

Mr. Milner addressed working with the senior advisors representing the Florida League of Cities. Mayor Nugent asked Attorney Martin how to move forward with this. Attorney Martin suggested a memorandum of understating because there is no fee so a contract is not necessary. Mayor Nugent entertained a motion to approve the memorandum of understanding. Commissioner Waters made a motion to approve the memorandum of understanding with the senior advisors. It was seconded by Commissioner Chastain. The motion passed 5-0.

Mayor Nugent asked for the Attorney's Report. Attorney Martin said Mr. Thompson reached out to Carol Westmoreland with the Florida League of Cities regarding dissolution of the CRA. Attorney Martin spoke to Mrs. Westmoreland as well and he will follow up further to resolve this soon. Attorney Martin has reviewed the code enforcement ordinance and feels they need some rules and procedures to follow and forms for the code enforcement officer to use. He advised the commissioners that some of the city ordinances have never been codified and the city needs to look into having that done. Attorney Martin does not know the cost of doing this. Commissioner Chastain said the budget usually has extra money for attorney fees that could be used for the codification. Attorney Martin said the codification would be done through Municode. Mr. Thompson advised using the building fund for the legal fees.

Mayor Nugent asked Major Warren for the Police Chief Report. Major Warren said they need to include ways to enforce parking violations. Major Warren said a traveling basketball league is wanting to have a boot drive not this weekend but next. He asked if the commissioners would approve the boot drive. Major Warren is a member of the Concerned Citizens FRAC Board and is making the request on their behalf. Commissioner Mortimer asked to add the boot drive to the agenda. It was seconded by Commissioner Smith. The motion passed 5-0. Commissioner Mortimer made a motion to allow the boot drive for July 13, 2019 from 9:00 am to 1:00 pm. It was seconded by Commissioner Smith. The motion passed 5-0.

Commissioner Waters asked about overnight parking downtown. Major Warren said nothing is posted so they cannot have them towed. Mr. Milner said the vehicles are used for the upstairs apartments in the downtown area.

Commissioner Waters asked Attorney Martin to look into getting something in writing to have old eyesore buildings torn down. Attorney Martin said that will be part of the code enforcement violations. Commissioner Waters said he has given Mr. Milner a list of properties to look into. Commissioner Chastain asked that the cost for enforcing code violation be built into the budget.

Commissioner Chastain asked about having a water rate study done. Scott Anaheim will have Florida Rural Water do a study as soon as they are available. Commissioner Chastain would like an increase done over the course of several years.

Commissioner Chastain asked about the North Florida Regional Planning Council looking into Washington Street. Mr. Milner said he has spoken to Scott Koons and he will attend a meeting to discuss this issue. Commissioner Waters asked about the meeting with the school board. Commissioner Chastain asked about the improvements for Orange Street. He asked about requesting additional funding. Mr. Milner said the engineers agree that the improvements will cost a lot more money than the grant has provided. Commissioner Waters said they have discussed using part of the grant money to fix the pipe that is sticking out of the ground. He said it is a safety concern.

Commissioner Chastain asked about the letter asking for forgiveness for the cost of moving the utilities for the State Road 100 overpass. Mr. Milner said they will discuss it with Jamie Driggers at their upcoming meeting with the Florida Department of Transportation. Mr. Driggers has volunteered to help draft the letter.

Commissioner Chastain asked if we are protected from ransomware. Mr. Thompson said we are.

Commissioner Chastain asked about private lift stations. Mr. Milner said they should not allow them. He said if the lift station is brought up to code the city is required to take it over.

Commissioner Chastain said he saw a tanker truck filling up with our meter. He asked if the multiplier was be used for billing. Mr. Milner said it is not.

Commissioner Smith asked about minutes for the meeting with the school board. Mr. Milner said they are working on it.

Commissioner Smith asked about fixing the sidewalk on Call Street.

Commissioner Mortimer had nothing further.

Mr. Milner reminded the commissioners that Call Street will be closed at the railroad crossing next week.

Mayor Nugent said the sidewalk needs to be fixed all over town.

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