

Commission Meeting Minutes
November 30, 2020
5:30 pm

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

This meeting was in place of the scheduled December 1, 2020 meeting and was held at the Charley E. Johns Conference Center due to social distancing guidelines. Members attending included Mayor Shannon Smith, Commissioner Tommy Chastain, Commissioner Janice D. Mortimer and Commissioner Daniel Nugent. Also present were City Manager John Holman, Police Chief Jeff Johnson, Code Enforcement Officer Jeff Look, City Attorney Clay Martin, Deputy Clerk Lisa Terry and Recreation Director Ashley Yowell. Commissioner Wilbur Waters was out of town.

Mayor Smith called the meeting to order at 5:30 pm.

Mayor Smith asked for agenda changes. Ms. Terry asked to add item 9.B. moving the commission meetings back to city hall. Mayor Smith entertained a motion to approve the agenda with the addition. Commissioner Nugent made a motion to approve the agenda. It was seconded by Commissioner Chastain. The motion passed 4-0.

Mayor Smith entertained a motion to approve the consent agenda. The consent agenda consisted of the minutes of the November 17, 2020 Commission Workshop and the minutes of the November 17, 2020 Commission Meeting. Commissioner Chastain made a motion to approve the consent agenda. It was seconded by Commissioner Nugent. The motion passed 4-0.

Mayor Smith asked for any emergency items. There were none.

Mayor Smith 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 Smith asked if the board would like to move to item 10.B. baseball sports program. Commissioner Nugent made a motion. It was seconded by Commissioner Mortimer. The motion passed 4-0. Mrs. Yowell said she has met with Bradford County Sports, Inc which is a group of parents who are interested in running the baseball/softball program. Mrs. Yowell introduced

President Tyler Orton. Also present were Vice President Chris Olive, Secretary Kenya Arnette and Treasurer Karen Fischer. Commissioner Chastain asked Attorney Martin if this needs to be advertised. Attorney Martin said not under the model being proposed. Mr. Orton asked the commission for help with the cost of insurance for the first year. Commissioner Mortimer asked how much the insurance costs and where the funds would come from. Mrs. Yowell said last year the cost was \$2300 but it is based on the number of teams. Mr. Holman said there is some money left from the last season that must be used for the baseball/softball program. Mr. Orton said they will start sign-ups in January. Commissioner Mortimer asked what was done in the past regarding cleaning up the park because Bradford County Sports is asking the city to be responsible for trash pickup. Mr. Olive said the Bradford Parents Athletic Association leased the park and maintained it except for mowing. Commissioner Mortimer asked if Bradford County Sports would be willing to work on a reimbursement basis. Mr. Orton said not necessarily. Mayor Smith asked what happened to the remaining funds when the BPAA was dissolved. Mr. Oliver said he believes the money was donated to local schools. Commissioner Nugent suggested asking the county to help as well. Mayor Smith suggested moving forward with the contract. Attorney Martin said he will have the contract ready for the next meeting.

Attorney Martin addressed old business beginning with Ordinance Number 2021-01 the nuisance building ordinance. Attorney Martin read the title of the ordinance. Mayor Smith entertained a motion to approve the first reading. Commissioner Mortimer made a motion to approve the first reading of Ordinance Number 2021-01. It was seconded by Commissioner Chastain. The motion passed 4-0.

Attorney Martin read the title of the bond trustee ordinance. He said the city issued bonds and the bond trustees were overseers who made recommendations to the commissioners. Attorney Martin said that situation does not exist today. Mayor Smith entertained a motion to approve the first reading. Commissioner Mortimer made a motion to approve the first reading of the bond trustee ordinance. It was seconded by Commissioner Chastain. The motion passed 4-0.

There were no public hearings.

Mayor Smith asked for the City Clerk Report. Ms. Terry said Commissioner Mortimer as well as Bond Trustee Jim Lewis reviewed the bills. Commissioner Mortimer made a motion to pay the bills. It was seconded by Commissioner Chastain. The motion passed 4-0.

Ms. Terry addressed moving the commission meetings back to city hall. Mayor Smith entertained a motion to move the meetings back to city hall. Commissioner Nugent made a motion. It was seconded by Commissioner Chastain. The motion passed 4-0.

Mayor Smith asked for the City Manager Report. Mr. Holman addressed Resolution Number 2021-23 assessment of Saratoga Heights lift station by Woodard & Curran. Attorney Martin read the title of the resolution. Mayor Smith entertained a motion to approve the resolution. Commissioner Chastain made a motion to approve the resolution as read by title. It was seconded by Commissioner Mortimer. The motion passed 4-0.

Mr. Holman addressed Resolution Number 2021-20 amending the adopted 2020 budget to recognize actual revenues and expenditures. Attorney Martin read the resolution by title. Mayor Smith entertained a motion to approve the resolution as read by title. Commissioner Nugent made a motion to approve the resolution. It was seconded by Commissioner Mortimer. The motion passed 4-0.

Mr. Holman addressed Resolution Number 2021-21 amending the adopted 2021 budget to recognize unanticipated revenues and expenditures. Mr. Holman said there is a grant for \$83,100 for police vehicles and equipment. Commissioner Chastain said he has looked back on previous agendas and cannot find where the vehicle purchase was approved by the commission. Chief Johnson said the grant was approved. Commissioner Chastain said the purchase of the vehicles should have been on the agenda for approval as well. Chief Johnson said that is not the way it has been done in the past. Mayor Smith asked Attorney Martin for clarification. Attorney Martin said the vehicles should have been purchased according to the purchasing policy. Chief Johnson said the vehicles have already been paid for. Mayor Smith asked Mr. Holman to find out what the Police Chief's purchasing authority is. Attorney Martin read the resolution by title. Mayor Smith entertained a motion to approve the resolution as read by title. Commissioner Mortimer made a motion to approve the resolution. It was seconded by Commissioner Chastain. The motion passed 4-0.

Mr. Holman addressed the three-party master agreement for utility work to be accomplished by the Florida Department of Transportation contractor. He said the agreement is between the Florida Department of Transportation, the city and the Department of Financial Services Division of Treasury. Mr. Holman said Attorney Martin has some questions and they are waiting to hear back on them. Mayor Smith asked Mr. Holman to bring this back.

Mr. Holman addressed the ordinance revision for RV usage. Mr. Look said the current ordinance is an enforcement nightmare. He said the temporary usage could be for up to 6 months. Attorney Martin said they could allow 3 months with a 3-month extension. Mayor Smith asked Mr. Holman to bring this back.

Mr. Holman addressed the purchase of the property for the Call Street lift station. He said the property owner is interested in selling. He is asking for permission to prepare an agreement. Commissioner Chastain said they need an appraised value. Mr. Holman said they have an appraised value from the Property Appraiser. Mr. Holman asked the commission to waive the appraisal requirement if the price is under \$100,000. Commissioner Mortimer made a motion. It was seconded by Commissioner Chastain for discussion. He asked why \$100,000. Attorney Martin said that is what the statute reads. Commissioner Chastain asked if this will come back for commission approval. Mr. Holman said it will. The motion passed 4-0.

Mr. Holman addressed the COVID-19 update. He said they are moving toward a vaccine and there is no additional new information.

Mr. Holman addressed the detour route update. He said the information is in his city manager report and he has nothing further at this time.

Mayor Smith asked for the Police Chief Report. Attorney Martin read the title of Resolution Number 2021-22 body worn camera policy and procedures for the Starke Police Department. Mayor Smith entertained a motion to approve the resolution as read by title. Commissioner Mortimer made a motion to approve Resolution Number 2021-22 as read by title. It was seconded by Commissioner Nugent. The motion passed 4-0.

Mayor Smith asked for the Attorney Report. Attorney Martin had nothing further.

Commissioner Mortimer had nothing further.

Commissioner Chastain had nothing further.

Commissioner Nugent had nothing further.

Mayor Smith asked if the title search for the house across from Southside Elementary School is moving forward. Attorney Martin said they are waiting 2 weeks on the title search.

Mayor Smith asked about Orange Street. Mr. Holman said there will be an update by Mittauer & Associates at the next meeting.

There being no further business the meeting was adjourned at 7:50 pm.