

Commission Meeting Minutes
November 3, 2020
6:30 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 Commissioner Chastain will lead us in prayer and the Pledge of Allegiance.

This was the first regular meeting of the month. The meeting was held at the Charley E. Johns Conference Center due to social distancing guidelines. Members attending included Mayor Shannon Smith, Commissioner Tommy Chastain, Commissioner Daniel Nugent and Commissioner Wilbur Waters. Also present were City Manager John Holman, Code Enforcement Officer Jeff Look, City Attorney Clay Martin and Deputy Clerk Lisa Terry. Commissioner Janice D. Mortimer and Clerk Ricky Thompson were unable to attend.

Mayor Smith called the meeting to order at 6:31 pm.

Mayor Smith asked for agenda changes. There were none from the clerk's office or the city manager. Mayor Smith asked to move item 8.F. under citizen requests. He entertained a motion to approve the agenda with the changes. Commissioner Waters made a motion to approve the agenda with the changes. 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 October 6, 2020 Commission Meeting and the minutes of the October 20, 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 the emergency items. Mr. Holman addressed the emergency purchase for IT services from ENS. He said the cost is \$25,000 and will be reimbursed by insurance. Mayor Smith entertained a motion to approve the emergency purchase. Commissioner Waters made a motion. It was seconded by Commissioner Chastain. The motion passed 4-0.

Mr. Holman addressed the emergency purchase for computer hardware. He said the purchase is for 11 computers at \$12,781.39. He said the insurance will reimburse the cost. Mayor Smith entertained a motion to approve the emergency purchase. Commissioner Nugent made a motion. It was seconded by Commissioner Chastain. The motion passed 4-0.

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.

Mr. Holman addressed site plan 2020-007 212 North Bay Street. He said the staff recommendation is to approve the site plan. Dawn Strickland came forward and described the layout and operation of the proposed ice cream food truck named Strickland Scoops. Mrs. Strickland said Mr. Look has been a pleasure to work with. Mayor Smith entertained a motion to approve the site plan. Commissioner Nugent made a motion to approve the site plan. It was seconded by Commissioner Waters. The motion passed 4-0.

Mayor Smith asked for the City Clerk Report. Ms. Terry addressed the Veterans Day Proclamation. Mr. Holman read the proclamation. Mayor Smith entertained a motion to approve the proclamation. Commissioner Waters made a motion. It was seconded by Commissioner Nugent. The motion passed 4-0.

Ms. Terry said Commissioner Mortimer reviewed the bills. Mayor Smith entertained a motion to pay the bills. Commissioner Nugent made a motion to pay the bills. It was seconded by Commissioner Waters. The motion passed 4-0.

Ms. Terry addressed the vehicle purchase for the meter department. Commissioner Chastain said the bids are for all different types of vehicles. Commissioner Nugent said they should be for the same vehicle. Mayor Smith suggested tabling this item. Commissioner Waters made a motion to table the purchase. It was seconded by Commissioner Chastain. The motion passed 4-0

Mayor Smith asked for the City Manager Report. Mr. Holman addressed Resolution Number 2021-12 master agreement with the Florida Department of Transportation for utility work by a contractor. 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 Nugent. The motion passed 4-0.

Mr. Holman addressed Resolution Number 2020-14 to engage the services of Personnel Attorney Susan Ederlyi of Marks Gray. Attorney Martin read the resolution by title. Mayor Smith entertained a motion to approve the resolution as read by title. Commissioner Chastain made a motion to approve the resolution. It was seconded by Commissioner Nugent. The motion passed 4-0.

Mr. Holman addressed Resolution Number 2021-13 set forth responsibilities of the Suwannee River Water Management District in the funding of the grant project. Attorney Martin read the title of the resolution. Mayor Smith entertained a motion to approve the resolution. Commissioner Nugent made a motion to approve the resolution as read by title. It was seconded by Commissioner Waters. The motion passed 4-0.

Mr. Holman addressed Resolution Number 2021-11 amend the adopted 2021 budget to recognize unanticipated revenues and expenditures. Mr. Holman said this will amend the budget by \$40,000 for the grant to replace the altitude valve and for reimbursement to the city from insurance. Attorney Martin read the title of the resolution. Mayor Smith entertained a motion to approve the resolution. Commissioner Waters made a motion to approve the resolution as read by title. It was seconded by Commissioner Chastain. The motion passed 4-0.

Mr. Holman addressed rejection of the biofermentation bids and authorization to rebid the project. He said the bids were well over budget. Mayor Smith entertained a motion to reject and rebid the project. Commissioner Chastain made a motion. It was seconded by Commissioner Nugent. The motion passed 4-0.

Mr. Holman addressed the electric utility rate study. He said it is a service Florida Municipal Power Agency provides. Mr. Holman said he will have an agreement at the next meeting.

Mr. Holman addressed the COVID-19 update. He said he is working on reimbursement for expenses.

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

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

Mayor Smith thanked Attorney Martin for the updated list of outstanding ordinances. He asked about having workshops to resolve these. Attorney Martin suggested putting one or two of them on the agenda after the citizen request starting in December. He said they could start the meetings at 5:30 pm to allow more time for the ordinances. Mayor Smith entertained a motion to approve the time change and agenda placement. Commissioner Waters made a motion to change the meeting time to 5:30 pm for beginning with the December meetings and place the ordinance on the agenda following citizen participation. It was seconded by Commissioner Chastain. The motion passed 4-0.

Commissioner Waters asked if the other commissioners have seen the picture of the rat climbing up the side of the Southside Elementary School building. They said they have. Mayor Smith asked Mr. Look to bring the commission up to date on the properties across the street from the school. Mr. Look said both properties have been cited as unsafe structures. He said there is nothing that can be done to the buildings to make them safe except to demolish them. Mr. Look said the properties have been assessing a \$100 a day fine every day since they were found in violation. He said the city can foreclose on the properties once the fines total 51 percent of the property value. Mayor Smith asked Attorney Martin how they should proceed. Attorney Martin said he has never been down this road but will research this and bring a recommendation back to the commission at the next meeting. Mr. Look said the next step would be to run a title search. Commissioner Chastain said there is a nuisance ordinance. Mr.

Look said he has been unable to find one but will look into it further. Mayor Smith asked Mr. Look to run a title search.

Commissioner Waters asked about past due utility bills. Ms. Terry said there have been a lot of people coming in to pay their bills or setup payment plans.

Commissioner Waters asked about Christmas bonuses for employees. Mr. Holman said he doesn't know how it was done previously. Commissioner Waters asked Ms. Terry to get with Clerk Thompson about this.

Commissioner Nugent thanked everyone who showed up for the Homecoming Parade.

Commissioner Nugent said the department heads should be at every commission meeting.

Commissioner Chastain asked for the 3 to 5-year average for the fuel adjustment. Ms. Terry said it will be on the agenda for the November 17, 2020 Commission Meeting. Commissioner Chastain also asked how the utility fund was billed out as compared to last year and for an updated budget.

Mayor Smith asked if the DOT overpass project will cause the square to be unable to be used. He said Communities in Schools is looking at having an event. Mr. Holman asked Mayor Smith to send possible dates. Mr. Holman said the Halloween events were well attended and enjoyed. Mayor Smith said the Edwards Road park was very clean following that event.

Commissioner Chastain asked about underground lines for lighting for the trees at the square. Mr. Holman said they will be in before Thanksgiving.

Commissioner Nugent said fences are needed around the retention ponds for the overpass.

Commissioner Chastain suggested video taping the streets and sidewalks around the overpass project. Mr. Holman said the contractor has video tape that is date and time stamped. Commissioner Chastain asked Mr. Holman to get a copy of the video.

There being no further business the meeting was adjourned at 7:56 pm.