

Commission Meeting Minutes
July 7, 2020
6:30 pm

Mayor Waters 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 I will lead us in prayer and the Pledge of Allegiance.

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

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

Mayor Waters asked if there were any additions or deletions to the agenda. Clerk Thompson asked to add item 8.F. bids for work at the fire department with a motion to approve and item 8.G. COPS grant with a motion to approve. Commissioner Nugent made a motion to approve the additions. It was seconded by Commissioner Mortimer. The motion passed 4-0.

Mayor Waters entertained a motion to approve the agenda. Commissioner Chastain made a motion to approve the agenda. It was seconded by Commissioner Mortimer. The motion passed 4-0.

Mayor Waters entertained a motion to approve the consent agenda. The consent agenda consisted of the minutes of the June 16, 2020 Commission Workshop, the minutes of the June 16, 2020 Commission Meeting, the minutes of the June 23, 2020 Commission Budget Workshop and the minutes of the June 30, 2020 Special Commission Meeting. Mayor Waters entertained a motion to approve the consent agenda. Commissioner Mortimer made a motion to approve the consent agenda. It was seconded by Commissioner Chastain. The motion passed 4-0.

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

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.

Mayor Waters called for public hearings. There were none.

Mayor Waters asked for the City Clerk Report. Clerk Thompson said Commissioner Chastain met with the bond trustees to review the bills. Commissioner Chastain made a motion to pay the bills. It was seconded by Commissioner Nugent. Commissioner Chastain asked about the Verizon bill. Clerk Thompson said Assistant Finance Director Tonya Wainwright is working with Lieutenant John Riles with the police department to eliminate unnecessary charges. The motion passed 4-0.

Clerk Thompson addressed Resolution Number 2020-41 reassignment of the meter readers to the City Clerk. Mayor Waters entertained a motion to approve the resolution. Commissioner Nugent made a motion to approve the resolution. It was seconded by Commissioner Chastain. The motion passed 4-0.

Clerk Thompson addressed Resolution Number 2020-47 agreement with the Florida Department of Transportation amending the traffic signal maintenance and compensation agreement. Attorney Martin read the resolution by title. Mayor Waters entertained a motion to approve Resolution Number 2020-47. Commissioner Mortimer made a motion to approve the resolution as read by title. It was seconded by Commissioner Chastain. The motion passed 4-0.

Clerk Thompson addressed the request from the Concerned Citizens of Bradford County to use the square for a political meet and greet. Alicia McMillian with the Concerned Citizens of Bradford County said the event will be bipartisan and all candidates will be welcomed to speak. She said liability insurance will be provided and social distancing guidelines will be followed. Mrs. McMillian said the event will be held on August 1, 2020 with the time still to be determined. Commissioner Mortimer said temperatures will be taken before entry. Commissioner Nugent made a motion to approve use of the square for the event. It was seconded by Commissioner Chastain. The motion passed 4-0.

Clerk Thompson addressed the police department roof replacement. He asked Chad Faulkner with Garland Industries to make his presentation to the commissioners. Mayor Waters asked what the cost would be. Mr. Faulkner said between \$120,000 and \$140,000. Commissioner Nugent asked about funding. Clerk Thompson said he is working on a storm hardening grant that will cover 100 percent of the cost.

Clerk Thompson addressed the bids for work at the fire department. He said they received 3 bids for replacement of ceiling tiles and 3 bids for replacement of bay lights with LED lighting. Clerk Thompson said M & R Construction had the lowest bid for both jobs. Mayor Waters entertained a motion to approve the lowest bid for replacement of bays lights with LED lighting. Commissioner Mortimer made a motion to award the LED lighting project to M & R Construction in the amount of \$12,656 and direct staff to come back to the commission with a contract. It was seconded by Commissioner Chastain. The motion passed 4-0. Mayor Waters entertained a motion to approve the lowest bid for replacement of ceiling tiles. Commissioner

Mortimer made a motion to award the ceiling tile replacement project to M & R Construction in the amount of \$13,992 and direct staff to come back to the commission with a contract. It was seconded by Commissioner Nugent. The motion passed 4-0.

Clerk Thompson addressed the COPS grant. Chief Johnson said he needs approval from the commission to move forward with the grant. Commissioner Nugent made a motion. It was seconded by Commissioner Mortimer. The motion passed 4-0.

Mayor Waters asked for the City Manager Report. Mr. Holman addressed Resolution Number 2020-46 agreement for grant writing services with Andy Easton & Associates. Attorney Martin read the resolution by title. Mayor Waters entertained a motion to approve Resolution Number 2020-46. Commissioner Chastain made a motion to approve Resolution Number 2020-46. It was seconded by Commissioner Nugent. The motion passed 4-0.

Mr. Holman addressed the annexation request from Brenton Franklin with Axis Management. He asked if the commissioners are interested in pursuing annexation. The commission agreed they would like to proceed with possible annexation.

Mr. Holman addressed the proposal with Woodard and Curran for providing general engineering services. He introduced Justin deMello from Woodard & Curran. Mr. deMello said this would be a piggyback off a contract with the City of Newberry. The contract would include public works and utility engineering. He said there would be no charge unless the services are used and the contract can be terminated at any time. Commissioner Mortimer asked if Mr. deMello approached city staff regarding the contract or if city staff approached him. Mr. deMello said through discussions city staff approached him. Commissioner Chastain asked if Attorney Martin was ok with the contract. Attorney Martin said it was reviewed by Scott Walker of Folds, Walker and Maltby as the Attorney for the City of Newberry.

Mr. Holman listed the numerous grants the city is applying for.

Mr. Holman addressed the grapple truck policy and waste disposal education. Mayor Waters said he would be ok with charging a customer to pick up an entire tree that was cut down. Commissioner Nugent does not want to charge any residents. Commissioner Mortimer asked how they would know if the tree was cut down by a contractor. Attorney Martin said the city could require a permit for a contractor to cut down a tree and require the contractor to haul the tree away. Commissioner Mortimer likes that idea. Attorney Martin said he will begin drafting an ordinance for discussion.

Mayor Waters asked for the Police Chief Report. Chief Johnson said signs will be put up for the State Road 100 overpass and the Alligator Bridge replacement projects on Monday, July 13, 2020.

Attorney Martin reviewed the bond trustees proposed ordinance. He said the city is required to have a board of bond trustees with 3 members serving 3-year terms.

Attorney Martin reviewed the local procurement policy proposed ordinance. He said any local bidder within 10 percent of the lowest bid could agree to do the job for the lowest bid price.

Commissioner Nugent said recreation did not have officials for some games.

Commissioner Chastain asked about the rate stabilization fund. He said he would like to collect on the account and use it to zero out the fuel adjustment in December.

Commissioner Mortimer had nothing further

Mayor Waters had nothing further.

Mayor Waters entertained a motion to adjourn. Commissioner Nugent made a motion to adjourn. There being no further business the meeting was adjourned at 9:21 pm.