

Commission Meeting Minutes
July 13, 2021
5:30 pm

Mayor Shannon 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 Mortimer will lead us in prayer and the Pledge of Allegiance.

This meeting was the first regular meeting of the month. Members attending included Mayor Shannon Smith, Commissioner Tommy Chastain, Commissioner Janice D. Mortimer and Commissioner Danny Nugent. Also present were Director of Operations Scott Anaheim, City Manager John Holman, Police Chief Jeff Johnson, City Attorney Clay Martin and Deputy Clerk Lisa Terry. Commissioner Wilbur Waters was absent.

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

Mayor Smith asked for agenda changes. Ms. Terry asked to add item 9.E. city clerk and police chief salary for discussion and direction. She asked to add presentation of appreciation by Commissioner Nugent after approval of the consent agenda. Ms. Terry asked to move item 9.B. under the presentation. Mr. Holman asked to add item 10.L. schedule budget workshop. And item 10.M. Boot Drive. Commissioner Nugent asked to add a city manager candidate to be interviewed. Attorney Martin asked to add item 12.A. city manager search update. Mayor Smith entertained a motion to approve the agenda with changes. Commissioner Mortimer made a motion to approve the agenda with 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 June 15, 2021 Commission Meeting, the minutes of the June 22, 2021 Special Commission Meeting and the Jeep Show 'n Shine event on Call Street Saturday, July 24, 2021 from 6:00 to 10:00 pm. Mayor Smith entertained a motion to approve the consent agenda. Commissioner Chastain made a motion. It was seconded by Commissioner Nugent. The motion passed 4-0.

Commissioner Nugent presented the plaque for Priscilla Sparks for sincere appreciation for outstanding service preserving and maintaining downtown Starke. Commissioner Chastain presented the plaque to Justin Sparks for sincere appreciation for outstanding service preserving and maintaining downtown Starke.

Attorney Martin said the charter appoints the commission as the canvassing board. He said Supervisor of Elections Amanda Seyfang will need a quorum for certain elements of the election process. Ms. Seyfang asked that the commission appoint herself and City Clerk Ricky Thompson as representatives of the canvassing board. Commissioner Mortimer made a motion to appoint Ms. Seyfang and Mr. Thompson as representatives of the canvassing board. It was seconded by Commissioner Nugent. Commissioner Mortimer asked about election night. Ms. Seyfang said

there will be 5 meetings where a quorum will need to be present. Mayor Smith called for a vote. The motion passed 4-0. Ms. Seyfang passed out a list of meetings and asked if there would be a quorum for each meeting. Mayor Smith asked if the meetings would be brief. Ms. Seyfang said they will be brief and at her office. Commissioner Mortimer asked to move the 10:00 am meetings to 11:00 am. Mayor Smith said that would be better for him. Commissioner Chastain said he can't commit to the July 23, 2021 meeting but he can to the others. Ms. Seyfang said a quorum is not need for that meeting.

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." Paul Still came forward to address Edwards Bottomlands flooding. He said as water levels rise there are issues downstream. He said plants are causing higher peaks on Alligator Creek. Mayor Smith asked Mr. Still to meet with Mr. Holman.

Rodney Mosley came forward to speak on behalf of the Bradford Cowboys. He said he serves on the recreation board. He said the Thomas Street Park finished product is nothing like the proposal. Commissioner Nugent asked Mr. Holman who was contracted to do the work. Mr. Holman said the work was done by city staff. Commissioner Mortimer thanked Mr. Mosley and said the work should have been better and they should be better stewards of grant money. Mr. Holman said he is working on additional grant funding. Mr. Anaheim apologized and said a 5-year plan is needed for the parks. Mr. Anaheim suggested Mr. Mosley get with the NFL for possible funding.

Mayor Smith called for old business. Mr. Holman introduced Dyana Stewart with Florida Rural Water to present the 4 proposals for the capital asset plan based on the rate study for drinking water and wastewater. She said the rates need to be raised for any scenario and she is recommending scenario 3 or 4. Ms. Stewart reviewed the scenarios. Mayor Smith said scenario 3 would be best for the citizens. Commissioner Mortimer said she would like to absorb the information before making a decision.

Mayor Smith called for public hearings. There were none.

Mayor Smith asked for the City Clerk Report. Ms. Terry said Commissioner Chastain reviewed the bills. Commissioner Chastain made a motion to approve paying the bills. It was seconded by Commissioner Mortimer. The motion passed 4-0.

Ms. Terry addressed the increase in cost for employee health insurance. Mayor Smith asked if we should put this up for bid. Ms. Terry said she does not think there is time to go out for bid. Mr. Holman suggested having a representative from Public Risk Management come up to answer questions. Commissioner Chastain suggested tabling this until a PRM representative can be present.

Ms. Terry addressed hearing dates for the notice of proposed taxes. She said the Bradford County Property Appraisers Office suggested September 7th and 21st which would line up with the regular commission meetings. Mayor Smith entertained a motion to approve the hearing dates. Commissioner Nugent made a motion. It was seconded by Commissioner Chastain. The motion passed 4-0.

Ms. Terry addressed the city clerk and police chief starting salary. Commissioner Chastain suggested tabling this until there is a full board. Commissioner Mortimer agreed. Attorney Martin said the ordinance says base salary not starting salary. He suggested revisiting the ordinance. Mayor Smith asked to table this until the next meeting.

Mayor Smith asked for the City Manager Report. Mr. Holman addressed resolution number 2021-61 approving the amendment to the traffic signal maintenance and compensation agreement with the Florida Department of Transportation. Attorney Martin read the resolution by title. Mayor Smith entertained a motion to approve the resolution. Commissioner Mortimer made a motion to approve resolution number 2021-61 as read by title only. It was seconded by Commissioner Chastain. The motion passed 4-0.

Mr. Holman addressed the consideration for credit reimbursements from Florida Municipal Power agency from Duke Energy credit. He said the city will receive around \$3,000. The commission agreed to move forward.

Mr. Holman addressed the consideration for credit reimbursements from Florida Municipal Power agency from Florida Power and Light credit. He said the city will receive around \$24,000. The commission agreed to move forward.

Mr. Holman addressed the acceptance of sealed bids for biofermentation and authorizing the negotiation of a contract with ABS Inc. Mr. Holman recommended a 1-year contract with the ability to renew the contract. Mayor Smith entertained a motion. Commissioner Mortimer made a motion to accept the bids and move forward with contract negotiation. It was seconded by Commissioner Chastain. The motion passed 4-0.

Mr. Holman addressed the American Recovery Act use of funding. He said electrical work will have to be removed from the list because it is not eligible. He said the most important project is Orange Street for the looping water and sewer improvements. Mr. Holman said he will provide a revision. Commissioner Nugent said the city needs a vac truck. Mayor Smith suggested replacing the electric truck with a vac truck. Commissioner Mortimer asked if the revision would be available by the next meeting. Mr. Holman said yes.

Mr. Holman addressed resolution number 2021-60 administrative declaration of local state of emergency due to Elsa. Attorney Martin read the resolution by title. Mayor Smith entertained a motion to approve the resolution. Commissioner Mortimer made a motion. It was seconded by Commissioner Chastain. The motion passed 4-0.

Mr. Holman addressed the consideration of a natural gas pre-pay agreement. Commissioner Nugent said he wants this looked at closely. Mr. Holman said he will bring in FMPA for a presentation. Mayor Smith said he would like to see the numbers.

Mr. Holman addressed the consideration of the Juneteenth Holiday for city employees. Commissioner Mortimer asked how many holidays they have now. Mr. Holman said 11. Commissioner Mortimer said Juneteenth is the observance of the day the slaves were set free and she is in favor of it. Mayor Smith asked if there was any other discussion. Commissioner Mortimer made a motion to approve Juneteenth being observed by the city as a holiday. It was seconded by Commissioner Chastain. The motion passed 4-0.

Mr. Holman said the recreation department was addressed during citizen participation.

Mr. Holman addressed the COVID-19 update. He said the Governor did not renew the state of emergency.

Mr. Holman said there are no detours just flaggers. He asked for local traffic only on Orange Street.

Mr. Holman said he would like to hold a budget workshop next Tuesday. Mayor Smith asked for a full schedule. He entertained a motion to approve the workshop for July 20, 2021 at 5:30 pm. Commissioner Mortimer made a motion to approve the workshop. It was seconded by Commissioner Chastain. The motion passed 4-0.

Mr. Holman addressed the request for a boot drive by Laura McCullough for North Florida Elite Cheer. Mr. Holman said they will use State Road 16 at US Highway 301. Commissioner Nugent made a motion to approve the boot drive. It was seconded by Commissioner Chastain. The motion passed 4-0.

Mayor Smith asked for the Police Chief Report. Chief Johnson said there was a shooting last week and there is an active warrant for the suspect. Commissioner Nugent said he is getting calls about 4 wheelers in Saratoga Heights. Chief Johnson said they need to discuss side by sides, golf carts and 4 wheelers. Attorney Martin suggested having a workshop to discuss this.

Mayor Smith called for the City Attorney Report. Attorney Martin said Commissioner Nugent wants to add Kevin Powell to be interviewed for the city manager position. Mayor Smith entertained a motion to add Kevin Powell to the interview list. Commissioner Nugent made a motion. It was seconded by Commissioner Chastain. The motion passed 4-0. Attorney Martin said he is working on the itinerary with a reception and city tour on July 22nd with interviews

starting at 5:00 pm on July 23rd. He said July 23rd should be advertised as a public commission meeting. Attorney Martin asked for a motion for a reception and city tour on July 22nd and a special meeting at 5:00 pm on the 23rd. Commissioner Mortimer made a motion. It was seconded by Commissioner Nugent. The motion passed 4-0. Attorney Martin asked the commissioners to prepare questions they would like asked of each candidate.

Commissioner Chastain asked about the house across from Southside Elementary. Mr. Holman said a letter will go out with 15 days to review.

Commissioner Mortimer asked about contractors and damage to roads. She said photographs of the damage need to be taken. Mr. Holman said they do not have pictures. Commissioner Mortimer suggested starting now.

Mayor Smith asked about the sludge hauling contract. Mr. Holman said Attorney Martin is completing the review. Mayor Smith asked to have this on the agenda for the Friday night meeting.

Mayor Smith said there are 15 lights that are out downtown. Mr. Holman said he will get the pole numbers to get them repaired.

Mayor Smith entertained a motion to adjourn. Commissioner Mortimer made a motion to adjourn. There being no further business the meeting was adjourned at 8:24 pm.