

Commission Meeting Minutes
May 18, 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 I will lead us in prayer and the Pledge of Allegiance.

This meeting was the second regular meeting of the month. Members attending included Mayor Shannon Smith, Commissioner Tommy Chastain and Commissioner Janice D. Mortimer. Also present were Director of Operations Scott Anaheim, City Manager John Holman, Police Chief Jeff Johnson, K9 Officer Frankie Krol, City Attorney Clay Martin, Lieutenant James Molina, Captain John Riles, Lieutenant Michael Rooney, Deputy Clerk Lisa Terry and City Clerk Ricky Thompson. Commissioner Daniel Nugent and Commissioner Wilbur Waters were absent.

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

Mayor Smith asked for agenda changes. Mr. Holman asked to move the police department demonstrations up. He asked to add Bradford Minor Allstars boot drive. Attorney Martin asked to remove item 9.B. Ms. Terry asked to change 9.B. to payroll policies and procedures. Mayor Smith entertained a motion to approve the agenda with changes. Commissioner Mortimer made a motion to accept the agenda with the changes. It was seconded by Commissioner Chastain. The motion passed 3-0.

Mayor Smith entertained a motion to approve the consent agenda. The consent agenda consisted of the minutes of the May 4, 2021 Commission Meeting. Commissioner Chastain made a motion to approve the consent agenda. It was seconded by Commissioner Mortimer. The motion passed 3-0.

Mayor Smith called for the police department demonstrations. Chief Johnson introduced K9 Officer Frank Krol and K9 Ric. Ric is a 115 pound 5 year-old K9 trained to detect heroin, extacy, meth and cocaine. Commissioner Mortimer asked if Ric lives with Officer Krol. Officer Krol said yes.

Lietenant Rooney demonstrated shooting the taser at the target. Commissioner Mortimer, Mayor Smith and Ms. Terry shot the taser. Mayor Smith asked if the tasers are kept for evidence. Lietenant Ronney said they record information such as how far they were shot. Commissioner Mortimer asked how often the tasers are used. Lietenant Rooney said they were used 10 times last year.

Chief Johnson said there are press releases for the arrest of the New York suspect. He said the Starke Police Department assisted the US Marshal's Office. Mayor Smith asked if the girl was being charged here. Chief Johnson said yes. Major Warren said bringing the suspect across state lines is what she is being charged with. Mayor Smith asked if there was anything else for Chief

Johnson. Commissioner Mortimer asked if he was ok with the proposed boot drive. Chief Johnson said it will be moved to US Highway 301 and State Road 16.

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 called for old business. Mr. Holman introduced Justin deMello with Woodard & Curran. Mr. deMello said according to the Americans with Disabilities Act accommodations must be made. He said the end goal is to evaluate the report and list the items in terms of priority. Mr. deMello said many items can be fixed easily and inexpensively. He said in summary this is a 4-year project with a cost of around \$100,000. Mr. deMello said the city should engage an architect to assist with larger items. Mayor Smith asked if there are any problems with the drive thru. Mr. deMello said no as long as there are no walk ups. Mr. Holman said he will send the commissioners an electronic copy of the report. Commissioner Mortimer asked how much the evaluation cost. Mr. deMello said \$8,500. Commissioner Mortimer asked if the city has an architect. Mr. Holman said no and they will need one who specializes in ADA.

Mayor Smith called for public hearings. Attorney Martin addressed Ordinance Number 2021-14. He read the ordinance by title. Mayor Smith entertained a motion to approve Ordinance 2021-14. Commissioner Chastain made a motion. It was seconded by Commissioner Mortimer. The motion passed 3-0.

Mayor Smith asked for the City Clerk Report. Clerk Thompson 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 3-0.

Clerk Thompson addressed resolution number 2021-46 payroll policies and procedures. Clerk Thompson said we are down to two findings. Commissioner Mortimer made a motion to approve resolution number 2021-46 as read by title. It was seconded by Commissioner Chastain. The motion passed 3-0.

Clerk Thompson addressed Resolution Number 2021-45 drug/alcohol policies & procedures. Attorney Martin read the resolution by title. Mayor Smith entertained a motion to approve Resolution Number 2021-45. Commissioner Chastain made a motion. It was seconded by Commissioner Mortimer. Commissioner Mortimer asked what RSPA stands for. Attorney Martin said Research and Special Programs Administration. The motion passed 3-0.

Clerk Thompson addressed Resolution Number 2021-47 utility billing policies and procedures. 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 2021-47 as read by title only. It was seconded by Commissioner Chastain. The motion passed 3-0.

Clerk Thompson reminded the commissioners about the Northeast Florida League of Cities Dinner at the Charley E. Johns Conference Center on May 20, 2021.

Mayor Smith asked for the City Manager Report. Mr. Holman addressed the COVID-19 update. He said the Pfizer vaccine can now be used on children 12 year of age and older.

Mr. Holman said the traffic will be transferred to the side road by May 21, 2021.

Mr. Holman addressed the boot drive for the Bradford Minor Allstars. He said Granetta Gardner has requested the boot drive. He said the boot drive will be held at US Highway 301 and State Road 16 and police will be present for the side road transition. Mayor Smith entertained a motion to approve the boot drive. Commissioner Chastain made a motion. It was seconded by Commissioner Mortimer. The motion passed 3-0.

Mr. Holman said there will be detours to Weldon Street for the Orange Street resurfacing project except for local and school traffic.

Mr. Holman said there will be a pickle ball tournament at the Edwards Road Complex June 3rd to 6th and large crowds are expected. Commissioner Chastain asked if the new parking will be available. Mr. Anaheim said it's too muddy.

Commissioner Chastain asked for an update on the warehouse. Mr. Holman said there is no new information.

Mr. Holman said plans are being finalized for the demolition of three properties including the two across the street from Southside Elementary School.

Commissioner Chastain asked about the Code Enforcement Officer position. Mr. Holman said he is holding secondary interviews and hoping to hire someone by Friday.

Mayor Smith asked for the City Attorney Report. Attorney Martin said the city manager advertisement was placed on May 7, 2021 with an end date of June 7, 2021. He said it was placed in the International City/County Management Association Newsletter on Monday but so far there have been no responses. Mayor Smith asked for questions. Commissioner Chastain said he attended a water management meeting and their agenda had a motion for consideration. Attorney Martin said there are different formats for agendas. Mayor Smith asked if Attorney Martin could provide a few samples. Commissioner Mortimer would like to see some samples.

Commissioner Mortimer said Clerk Thompson provided some letters of appreciation and she misplaced them. She asked Clerk Thompson to provide them to all the commissioners. Commissioner Mortimer thanked Mr. Anaheim for his team's work cutting grass. She said it is much appreciated.

Commissioner Chastain said cities are getting out of recycling because of the cost. Mr. Holman said it will not cost the city anymore until the new contract.

Commissioner Chastain asked if the next budget could include fountains for the retention ponds and online vehicle purchases.

Commissioner Chastain asked about requiring dumpsters to have screens or enclosures. Mr. Holman said he is looking at enclosures for dumpsters at city parks. Mayor Smith asked if there is an ordinance that requires enclosures. Mr. Holman will find out.

Commissioner Chastain said the average salary for city clerks is roughly \$69,000 but our current salary is \$45,000. He said the budget should be re-evaluated along with the police chief salary.

Mayor Smith asked if there is an ordinance for when a dog attacks a citizen. Mr. Holman said he will review the ordinance.

Mayor Smith asked about the tents at the square over the weekend. Clerk Thompson said they were for a church service. Commissioner Mortimer said it should have had board approval. She asked how it could have been prevented. Commissioner Chastain suggested signs with contact information to use the square.

Mayor Smith asked about a ground-breaking for the Orange Street project. Mr. Holman said there will be one.

Mayor Smith entertained a motion to adjourn. Commissioner Mortimer made a motion to adjourn. There being no further business the meeting was adjourned at 7:20 pm.