

Commission Meeting Minutes
January 5, 2021
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 I 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 Janice D. Mortimer and Commissioner Daniel Nugent. Also present were Director of Operations Scott Anaheim, City Manager John Holman, Police Chief Jeff Johnson, Code Enforcement Officer Jeff Look, City Attorney Clay Martin and Deputy Clerk Lisa Terry. Commissioner Chastain and Commissioner 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 items 10.A and 10.B to be addressed before old business. Mayor Smith entertained a motion to approve the agenda changes. Commissioner Mortimer made a motion to approve the agenda changes. It was seconded by Commissioner Nugent. The motion passed 3-0.

Mayor Smith entertained a motion to approve the agenda. Commissioner Mortimer made a motion to approve the agenda. It was seconded by Commissioner Nugent. The motion passed 3-0.

Mayor Smith entertained a motion to approve the consent agenda. The consent agenda consisted of the minutes of the December 15, 2020 Commission Meeting. Commissioner Mortimer said she would like to remove the minutes of the December 15, 2020 meeting until the next meeting. Commissioner Mortimer made a motion to table the minutes of the December 15, 2020 meeting. It was seconded by Commissioner Nugent. The motion passed 3-0.

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." Shane Thornton of 20018 NW 61st Avenue in Starke addressed the commission about leasing the sprayfield. Attorney Martin said procedurally the city would need to do a request for proposals. Mr. Anaheim said it must be approved by the Department of Environmental Protection. Commissioner Mortimer said Commissioner Chastain wanted to use the sprayfield for hemp

farming. Mr. Holman said the soil is not right for hemp farming. Mr. Anaheim said the sprayfield needs to be used for sludge hauling. Mr. Holman said he would meet with Mr. Thornton.

Mr. Holman addressed the contract with Woodard & Curran for engineering services for replacement of an altitude valve. He said the city has been awarded a grant through the Springs Grant. Mr. Holman recommended awarding the contract to Woodard & Curran. Mayor Smith asked if there were any questions. Attorney Martin said for the record the resolution number is 2021-27. Commissioner Mortimer said the contract amount is \$8,000 and asked if it comes out of the grant. Mr. Holman said the grant amount is \$45,000 and the \$8,000 is covered by the grant. Commissioner Mortimer asked what the altitude valve does. Mr. Anaheim said it controls the water pressure on the elevated tank. He said it will help with the water pressure issues the city has. Mr. Holman said it will also help with water loss. Mayor Smith called for a vote. The motion passed 3-0.

Mr. Holman addressed Resolution Number 2021-28 the contract with Woodard & Curran for a tier III accessibility survey of city hall. He said the amount of the contract is not to exceed \$8,500 and the money is budgeted in the 2021 budget. Mr. Holman said the recommendation is to award the contract to Woodard & Curran. Commissioner Nugent made a motion to approve Resolution Number 2021-28. It was seconded by Commissioner Mortimer. Mayor Smith asked if there were any questions. Commissioner Mortimer said this has been talked about in the past. She asked if it was going to be limited to city hall. Mr. Holman said it will be done in phases to make it affordable. Mayor Smith called for a vote. The motion passed 3-0.

Mayor Smith asked for old business. Attorney Martin addressed the second reading of Ordinance Number 2021-06 Unsafe Buildings, Structures and Lands. He read the ordinance by title. Mayor Smith entertained a motion to approve Ordinance Number 2021-06 as read by title. Commissioner Mortimer made a motion to approve Ordinance Number 2021-06 for second reading as read by title. It was seconded by Commissioner Nugent. The motion passed 3-0.

Attorney Martin addressed Ordinance Number 2021-07 Board of Bond Trustees. He read the ordinance by title. Mayor Smith entertained a motion to approve Ordinance Number 2021-07 as read by title on second reading. Commissioner Nugent made a motion to approve the ordinance on second reading. It was seconded by Commissioner Mortimer. Commissioner Nugent said he would like the bond trustees to review the bills every time. Mayor Smith said the commission can direct them to review the bills as often as they want. The motion passed 3-0.

Attorney Martin addressed Ordinance Number 2021-08 parking of recreational vehicles. Attorney Martin read the ordinance by title. Mayor Smith entertained a motion to approve Ordinance Number 2021-08 as read by title. Commissioner Mortimer made a motion to approve Ordinance Number 2021-08 as read by title only on second reading. It was seconded by Commissioner Nugent. The motion passed 3-0.

Mayor Smith called for public hearings. Attorney Martin said there are five items to be addressed in a quasi-judicial manner. He read the instructions for the quasi-judicial hearings. Attorney Martin addressed Ordinance Number 2021-01 the Dodd property zoning changes for Application S200805A an amendment to the future land use plan map. Attorney Martin asked if the commissioners have had any ex parte communications involving these matters. Commissioner Nugent said no. Commissioner Mortimer said no. Mayor Smith said no. Attorney Martin administered the oath to Mr. Look. Attorney Martin read the title of Ordinance Number 2021-01. Mr. Look said this is an application for rezoning to B-3. Attorney Martin called for final arguments. There were none. Attorney Martin asked for questions from the commissioners. There were none. Commissioner Nugent made a motion to approve Ordinance Number 2021-01 on second reading. It was seconded by Commissioner Mortimer. The motion passed 3-0.

Attorney Martin addressed Ordinance Number 2021-02 for Application S200805B an amendment to the future land use plan map. Attorney Martin read the title of Ordinance Number 2021-02. Mr. Look said this is an application to combine like zoning. Attorney Martin called for final arguments. There were none. Attorney Martin asked for questions from the commissioners. There were none. Commissioner Mortimer made a motion to approve Ordinance Number 2021-02 as read by title on second reading. It was seconded by Commissioner Nugent. The motion passed 3-0.

Attorney Martin addressed Ordinance Number 2021-03 for Application Z 20-02 an amendment to the zoning map. Attorney Martin read the title of Ordinance Number 2021-03. Mr. Look said this is an application to change the zoning to like zoning. Attorney Martin called for final arguments. There were none. Attorney Martin asked for questions from the commissioners. There were none. Commissioner Nugent made a motion to approve Ordinance Number 2021-03 on second reading. It was seconded by Commissioner Mortimer. The motion passed 3-0.

Attorney Martin addressed Ordinance Number 2021-04 for Application Z 20-03 an amendment to the zoning map. Attorney Martin read the title of Ordinance Number 2021-04. Mr. Look said this is an application to rezone a cluster of contiguous properties to B-3. Attorney Martin called for final arguments. There were none. Attorney Martin asked for questions from the commissioners. There were none. Commissioner Mortimer made a motion to approve Ordinance Number 2021-04 as read by title on second reading. It was seconded by Commissioner Nugent. The motion passed 3-0.

Attorney Martin addressed Ordinance Number 2021-05 the Blaine property zoning change for Application Z 20-04 amending the zoning map. Attorney Martin read the title of Ordinance Number 2021-05. Mr. Look said this is an application for rezoning to allow a multifamily home on the property. Attorney Martin called for final arguments. There were none. Attorney Martin asked for questions from the commissioners. There were none. Commissioner Nugent made a motion to approve Ordinance Number 2021-05 on second reading. It was seconded by Commissioner Mortimer. The motion passed 3-0.

Mayor Smith asked for the City Clerk Report. Ms. Terry said Commissioner Mortimer as well as Bond Trustees Jim Lewis and Jessie Myers reviewed the bills. Commissioner Mortimer made a motion to pay the bills. It was seconded by Commissioner Nugent. The motion passed 3-0.

Ms. Terry said the Bradford County Supervisor of Elections gave a cost estimate for the 2021 City Officials Election of \$4,500. Mayor Smith asked if that included mail in ballots. Ms. Terry said it includes everything.

Ms. Terry said that Waste Corporation of America WCA has agreed to absorb the increased tipping fee of \$.50 per ton beginning in January.

Mayor Smith asked for the City Manager Report. Mr. Holman addressed the appointment of Rocky Patel to the Planning and Zoning Board. He recommended approval. Commissioner Nugent made a motion to approve the appointment. It was seconded by Commissioner Mortimer. Commissioner Mortimer asked if there will be a full board. Mr. Holman said there will with the appointment of Lee Hardenbrook. The motion passed 3-0.

Mr. Holman addressed the appointment of Lee Hardenbrook to the Planning and Zoning Board. He recommended approval. Commissioner Mortimer made a motion to approve the appointment. It was seconded by Commissioner Nugent. Commissioner Mortimer asked if this was a reappointment. Mr. Holman said it is to a new term. Commissioner Mortimer asked the length of the term. Mr. Holman said 3 years. The motion passed 3-0.

Mr. Holman addressed the COVID-19 update. He said that immunizations will be available for persons 65 years of age and older and for first responders. Mayor Smith asked for an update on inmate labor. Mr. Holman said they will not be available for weeks.

Mr. Holman said there is nothing new at this time on the detour routes.

Chief Johnson addressed Resolution Number 2021-26 the police department use of force policy. He said the policy must be provided to the Department of Justice by January 31, 2021. Attorney Martin said he compared this policy to that of a larger agency's policy and they are very similar. He does not believe the policy subjects the city to any higher liability. Mayor Smith entertained a motion to approve the resolution. Commissioner Nugent made a motion to approve the resolution. It was seconded by Commissioner Mortimer. The motion passed 3-0.

Chief Johnson said there will be a change in the traffic pattern at Alligator Creek on Thursday.

Mayor Smith asked for the Attorney Report. Attorney Martin asked to move the city manager's contract to the next agenda. Commissioner Nugent asked if Clerk Thompson has agreed to a Request for Proposals for the Finance Director position. Attorney Martin said he has not. Commissioner Mortimer asked if the board can take action to move forward with the position. Attorney Martin said they may be able to assign the role to the City Manager. Commissioner Nugent suggested allowing Clerk Thompson until the next meeting. Commissioner Mortimer

asked how they could achieve a balance. Attorney Martin said the city has a position for a Finance Director but it could be changed to a Budget Director under the City Manager. Commissioner Mortimer said this is not against any one person. Mayor Smith suggested holding a workshop on February 2, 2021.

Commissioner Waters was absent.

Commissioner Mortimer said she was at city hall today and Customer Service Representative Chasiti Lawson handled a situation with a customer very well. Commissioner Mortimer said Ms. Lawson calmly diffused the situation and she has informed Clerk Thompson of this.

Commissioner Chastain was absent.

Commissioner Nugent had a question about the purchase of a van for the gas department. Mr. Holman said the van was not delivered until 2020 and the cost was less than that of the truck that was budgeted for.

Mayor Smith said Communities in Schools is planning a cornhole tournament and glow run. He asked Chief Johnson to contact them about the event.

There being no further business the meeting was adjourned at 7:15 pm.