

Commission Meeting Minutes
October 19, 2021
5:30 pm

Mayor Mortimer 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 Clerk Jimmy Crosby will lead us in prayer and the Pledge of Allegiance.

Mayor Mortimer called the meeting to order at 5:46 pm.

This meeting was the second regular meeting of the month. Members attending included Mayor Janice D. Mortimer, Commissioner Danny Nugent, Commissioner Scott Roberts and Commissioner Wilbur Waters. Also present were Director of Operations Scott Anaheim, City Clerk Jimmy Crosby, Police Chief Jeff Johnson, City Attorney Clay Martin, City Manager Drew Mullins, Deputy Clerk Lisa Terry and Finance Director Tonya Wainwright. Commissioner Shannon Smith was absent.

Mayor Mortimer asked for agenda changes. Mr. Mullins asked to add item 10.F. FMPA loan. Mayor Mortimer entertained a motion to approve the agenda with the addition. Commissioner Waters made a motion. It was seconded by Commissioner Roberts. The motion passed 4-0.

Mayor Mortimer entertained a motion to approve the consent agenda. The consent agenda consisted of the minutes of the October 5, 2021 Commission Meeting and the Bradford High School Homecoming Parade on November 5, 2021. Commissioner Nugent made a motion. It was seconded by Commissioner Roberts. The motion passed 4-0.

Mayor Mortimer asked for any emergency items. Mr. Mullins asked to add the Florida Rural Water Rate Study discussion. Attorney Martin said there should be a motion to amend the agenda by adding item 10.G. Florida Rural Water Rate Study discussion. Mayor Mortimer entertained a motion. Commissioner Nugent made a motion. It was seconded by Commissioner Roberts. The motion passed 4-0. Attorney Martin said there should be a motion to approve the amended agenda. Commissioner Waters made a motion. It was seconded by Commissioner Roberts. The motion passed 4-0.

Mayor Mortimer 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 Mortimer called for old business. Mr. Mullins said there was an item in the budget for the American Recovery Act but the amount received was more than budgeted. Clerk Crosby said there will be a budget amendment.

Mayor Mortimer called for public hearings. There were no public hearings.

Mayor Mortimer asked for the city clerk report. Clerk Crosby said Commissioner Waters reviewed the bills. Commissioner Waters made a motion to pay the bills. It was seconded by Commissioner Nugent. The motion passed 4-0.

Mayor Mortimer asked for the city manager report. Mr. Mullins addressed Resolution Number 2022-05 appointing Carrie Johnson and Monica Kadlec to the Planning & Zoning Board. Attorney Martin read the resolution by title. He said he, Mr. Mullins and Code Enforcement Officer Kayla Young need to set the terms for the Planning and Zoning Board members because staggered terms are required by the Land Development Code. Commissioner Waters made a motion to approve Resolution Number 2022-05. It was seconded by Commissioner Roberts. The motion passed 4-0. Mayor Mortimer asked Attorney Martin why a resolution is used to appoint board members. Attorney Martin said it supplements the record and documents the details of the appointment including terms and effective dates.

Mr. Mullins addressed Resolution Number 2022-02 designating Mr. Mullins as primary and Mr. Anaheim as alternate representative to the Florida Municipal Electric Association. Attorney Martin read the resolution by title. Commissioner Waters made a motion to approve the resolution. It was seconded by Commissioner Nugent. Commissioner Waters asked if all three resolutions could be approved at once. Attorney Martin said they could. Commissioner Waters withdrew his motion. Commissioner Nugent withdrew his second. Commissioner Waters made a motion to approve all three resolutions. It was seconded by Commissioner Nugent. The motion passed 4-0.

Mr. Mullins asked Mr. Anaheim to address the detour routes. Mr Anaheim said the Florida Department of Transportation will be moving to phase two of the overpass so there will be new detour routes. Chief Johnson said there will be a big shift.

Mr. Mullins addressed the FMPA loan. He said the loan will be a ten-year loan for \$2,000,000 at 1.77%. Mayor Mortimer asked Attorney Martin for appropriate wording. Attorney Martin said the motion should be to direct himself, Mr. Crosby and Mr. Mullins to review and prepare documents to move forward with the pooled loan. Commissioner Roberts made a motion. It was seconded by Commissioner Nugent. The motion passed 4-0.

Mr. Mullins addressed the Florida Rural Water rate study. He said the USDA is going to require rate increases for the city to receive grant funding. Mr. Mullins said he will provide a sixth option. Mr. Anaheim said he would like to have a workshop because DEP requires an asset management plan to be in place that will include the rate structure. Commissioner Nugent asked about the cost for the rate study. Mr. Anaheim said there is no cost for the rate study but

there will be a fee for the study on impact fees. Mayor Mortimer asked for a date. Mr. Mullins suggested October 26, 2021. Commissioner Waters said he will try to attend. Commissioner Roberts said he is available. Commissioner Nugent said he should be available at 5:30 pm. Attorney Martin asked if it could wait until the November 2, 2021 meeting. Mr. Mullins said no because they are under the gun to have a decision. Mayor Mortimer asked if this should be a special meeting. Attorney Martin said yes. Mayor Mortimer entertained a motion to hold a special meeting on October 26, 2021 at 5:30 pm. Commissioner Waters made a motion. It was seconded by Commissioner Roberts. Mayor Mortimer asked Mr. Mullins to provide information for the meeting as soon as possible and to provide Commissioner Roberts with the previously provided information. The motion passed 4-0.

Mayor Mortimer asked for the police chief report. Chief Johnson said Sgt. McFetridge responded to a fire at the Zubillaga residence and extinguished the fire. Chief Johnson said the department made a drug arrest downtown. He said the new school project is underway and Pizza Hut will be moving to the Deerfoot Village plaza.

Mayor Mortimer asked for the attorney report. Attorney Martin asked to address the special project for the Dekeyzer Estate eminent domain. He said the property is for the Call Street lift station. Attorney Martin said a fair estimate to probate the estate and force the sale of the property will be \$11,700. Mayor Mortimer asked if it will be done inhouse. Attorney Martin said it will and the firm's probate person will be paid by the estate. Mayor Mortimer entertained a motion to approve the special project. Commissioner Nugent made a motion. It was seconded by Commissioner Waters. Commissioner Roberts asked what the timeframe is. Attorney Martin said he is hoping to have the estate action filed in four weeks and the overall project should be completed by midspring. The motion passed 4-0.

Attorney Martin addressed the special project for the redistricting process. Attorney Martin said the additional cost will be around \$24,000. Mayor Mortimer entertained a motion to approve the special project. Commissioner Nugent made a motion to approve up to \$30,000 for redistricting. It was seconded by Commissioner Roberts. Commissioner Roberts asked if this is for procurement of a consultant. Attorney Martin said the RFP was approved two meetings ago. He said the project will need to have the commission's stamp on it before it proceeds through the court process. The motion passed 4-0. Attorney Martin said this came about because of a lawsuit filed by the NAACP in the 1980s.

Attorney Martin said the last item is the demolition of the houses. He will have a meeting with the EPA for nuisance abatement next week. He said in the meantime the city can begin cleaning the grounds and abate the rodent problem.

Commissioner Roberts had nothing further.

Commissioner Waters had nothing further.

Mayor Mortimer said the city received a thank you card from the family of Rose McClellan for the peace lily.

Mayor Mortimer encouraged the commissioners to participate in the Homecoming Parade. Commissioner Waters said \$500 of candy was not enough for the Christmas parade last year. He said he will donate an additional \$100. Clerk Crosby said there will be more candy this year.

Mayor Mortimer said the Concerned Citizens of Bradford County will be having a community meeting on November 14, 2021 at 4:30 pm at the RJE Gym. She encouraged the police chief to attend as well as the commissioners and the city manager. She said the city clerk will be bringing the message.

Commissioner Nugent said the Northeast Florida League of Cities dinner will be October 21, 2021 in Palatka.

Mayor Mortimer said she would like the commissioners to remain on the boards they are currently assigned to and assigned Commissioner Roberts to the Tourism Development Board.

Mayor Mortimer entertained a motion to adjourn. Commissioner Waters made a motion to adjourn. There being no further business the meeting was adjourned at 7:14 pm.