

Commission Meeting Minutes  
November 2, 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 Commissioner Nugent will lead us in prayer and the Pledge of Allegiance.

Mayor Mortimer called the meeting to order at 5:32 pm.

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

Mayor Mortimer asked the board and clerk to join her for the presentation of the "Coach David Hurse Day" Proclamation to Mrs. Myrna Lou Hurse. Clerk Crosby read and presented the proclamation to Mrs. Hurse. Mrs. Hurse expressed her appreciation.

Mayor Mortimer asked for agenda changes. Clerk Crosby asked to add item 10.B. set date and time for Auditor Selection Committee Meeting. He asked to add item 10.C. performance bonuses and item 10.D. a change in time for the next commission meeting. Attorney Martin asked to add item 13.A. discussion and approval of a revised redistricting consulting services RFP. Mayor Mortimer entertained a motion to approve the agenda with the additions. Commissioner Smith made a motion. It was seconded by Commissioner Nugent. 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 19, 2021 Commission Workshop, the minutes of the October 19, 2021 Commission Meeting, the minutes of the October 26, 2021 Special Commission Meeting and the commissioner bill review. Commissioner Smith made a motion. It was seconded by Commissioner Roberts. Commissioner Smith said the bills looked good. The motion passed 4-0.

Mayor Mortimer asked for any emergency items. There were none.

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." Dwayne McBride

with the Skillbridge Veteran Internship Program came forward and stated his name and address for the record. Mr. McBride passed out a Skillbridge Overview handout. He said the program allows veterans to participate in paid internships through the Department of Defense in the private sector. He said employers must be registered on the DOD Skillbridge website. Mr. McBride said Police Department training is covered. Mayor Mortimer said as a veteran she thinks this is an excellent opportunity. Commissioner Roberts asked how long the training lasts. Mr. McBride said six months. Clerk Crosby said he would follow up with Mr. McBride.

Mayor Mortimer called for old business. There was none.

Mayor Mortimer called for public hearings. Attorney Martin introduced Ordinance Number 2021-17 CPA 21-01. Sandra Joseph with the North Central Regional Planning Council, attending by phone, said the item before the commission is a text amendment to the comprehensive plan. She said the plan must be reviewed every seven years to address changes in State Statute. She reviewed the evaluation amendment summary. She said the agenda calls for a land use change but the only change is updating the text to meet State Statute. She said if the ordinance is approved on first reading she will need authorization for transmittal to the state to review. Attorney Martin read the ordinance by title. He said the appropriate motion would be to pass the first reading by title and authorize the transmittal. Commissioner Smith made a motion. It was seconded by Commissioner Nugent. The motion passed 4-0.

Attorney Martin addressed Ordinance Number 2022-01 establishing the clerk's salary. He read the ordinance by title. Mayor Mortimer entertained a motion to adopt the ordinance as read by title. Commissioner Smith made a motion. It was seconded by Commissioner Roberts. The motion passed 4-0.

Mayor Mortimer asked for the city clerk report. Clerk Crosby addressed the proclamation of gratitude for Terry and Jennifer Vaughan. Mayor Mortimer said the presentation will be November 16, 2021 at a Countywide Meet and Greet. Commissioner Nugent made a motion to approve the proclamation. It was seconded by Commissioner Smith. The motion passed 4-0.

Clerk Crosby addressed setting the date and time for the Auditor Selection Committee Meeting. He said he has spoken to all parties and they have agreed upon Monday, November 15, 2021 at 11:00 am.

Clerk Crosby addressed bonuses for employees. He asked for approval for a \$500 bonus and said it is already in the budget. Mayor Mortimer entertained a motion to approve the bonus. Commissioner Nugent made a motion. It was seconded by Commissioner Smith for discussion. Commissioner Smith asked if this is a bonus based on performance. Clerk Crosby said the employees who qualified for the pay raise would receive the bonus. He asked how the commission would like to handle the length of service. Mr. Anaheim said the probationary period is six months. Clerk Crosby asked if that is the criteria the commission wants to use. Mayor Mortimer said six months prior to October 1, 2021. Commissioners Smith and Nugent agreed. The motion passed 4-0.

Clerk Crosby addressed changing the time for the November 16, 2021 Commission Meeting to 5:00 pm to allow for attendance of the Countywide Meet and Greet for Terry and Jennifer Vaughan. Mayor Mortimer entertained a motion. Commissioner Smith made a motion. It was seconded by Commissioner Roberts. The motion passed 4-0.

Mayor Mortimer asked for the city manager report. Mr. Mullins addressed the asset management plan. He said it goes along with the rate structure and is needed to replace aged assets. Mr. Anaheim said it is required for the State Revolving Fund. He said they are looking at infrastructure, fire hydrants, manholes and electric poles.

Mayor Mortimer asked for the police chief report. Chief Johnson had nothing.

Mayor Mortimer asked for the attorney report. Attorney Martin addressed the amended RFP for redistricting. He said the previous RFP had an October 28, 2021 deadline and no responses were received. He has made changes to include fewer requirements. Mayor Mortimer entertained a motion to approve the RFP. Commissioner Smith made a motion. It was seconded by Commissioner Roberts. The motion passed 3-1. Commissioner Nugent opposed the motion.

Commissioner Smith said he is receiving requests from citizens wanting to use the property on the south end of town with the cell tower on it. Commissioner Roberts asked about the cell tower. Attorney Martin said they are looking at negotiating a new contract. Mr. Anaheim said they will need to check with the Department of Environmental Protection about appropriate uses of the property. Commissioner Smith said they will need to go out for bids. He said he will let the citizens know the city will move forward with doing something with the property. Attorney Martin said a lease may limit negotiations with the cell tower company or impede development potential.

Commissioner Smith said Steven Browning with the Florida Department of Transportation reached out to him about landscaping on the bypass. He said Mr. Browning will be coming up with a couple of proposals for the board.

Commissioner Roberts asked about progress moving forward with road construction. Mr. Anaheim said there are some delays with the Orange Street project but they should still meet the December deadline.

Commissioner Nugent said there is a new hotel coming in and we need to make sure to run gas lines down to Hazen Road.

Mayor Mortimer asked about the adjustment status for the American Recovery Act money. Mr. Mullins said he is still discussing it with Clerk Crosby. Mayor Mortimer said there are emails from the Florida League of Cities regarding deadlines. Commissioner Nugent said he would like priority items ranked. Mr. Mullins said he will do that.

Mayor Mortimer asked Attorney Martin about the demolition status for the house on North Street and the house on Stansbury Street. Attorney Martin said he had a conference with the Department of Environmental Protection regarding asbestos regulations and he is hopeful to get out from under the regulations. Commissioner Roberts asked about cleaning up around the houses. Attorney Martin said they are moving forward with that.

Mayor Mortimer entertained a motion to adjourn. Commissioner Smith made a motion to adjourn. There being no further business the meeting was adjourned at 6:48 pm.