

Commission Meeting Minutes
December 7, 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 I will lead us in prayer and the Pledge of Allegiance.

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

This meeting was the first regular meeting of the month. Members attending included Mayor Janice D. Mortimer, 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, Deputy Clerk Lisa Terry and Fire Chief Gary Wise. Commissioner Danny Nugent and Commissioner Wilbur Waters were absent.

Mayor Mortimer asked for agenda changes. Mr. Mullins asked to strike item 11.H. He asked to table item 11.F. and to change item 11.C. to a discussion instead of a motion to approve. Mayor Mortimer asked to move item 11.C. under item 5. She entertained a motion to approve the agenda with the changes. Commissioner Smith made a motion. It was seconded by Commissioner Roberts. The motion passed 3-0.

Mayor Mortimer entertained a motion to approve the consent agenda. The consent agenda consisted of the minutes of the November 16, 2021 Commission Meeting and the commissioner bill review. Commissioner Smith made a motion. It was seconded by Commissioner Roberts. The motion passed 3-0.

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

Jon Rosenthal with Florida Power & Light came forward to discuss the substation fixed fuel system project. He said they are proposing text language changes to the city's zoning code to allow the fuel tank. Mr. Rosenthal said the tank would be used to fill their vehicles and would be a double wall tank that would hold gas and diesel fuel. Mayor Mortimer asked how large the tank is. Mr. Rosenthal said 5 feet by 10 feet and it will hold 3,000 gallons of fuel controlled by card access devices. Mr. Rosenthal passed out a handout. Chief Johnson asked if the city could use the fuel in the event of an emergency. Patti Earley with Florida Power & Light said yes. Mayor Mortimer asked if they have had problems at any other sites. Ms. Earley said they have 50 sites and have never had any problems. Commissioner Smith asked if they have gone to the Planning & Zoning Board. Mr. Rosenthal said they are discussing it with staff first. Attorney Martin recommended looking into creating a special zoning classification of public use that allows special exemptions. Mayor Mortimer asked if Attorney Martin has looked at the proposed language change. Attorney Martin said yes. She asked if Mr. Mullins has reviewed it. Mr. Mullins said he would prefer to create a public utility zoning class. Mayor Mortimer asked

for the wishes of the board. Commissioner Smith said he would like it opened up for a new zoning classification. Commissioner Roberts agreed.

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." Paul Still came forward regarding agenda item 11.D. the Suwanee River Water Management District Interlocal Agreement. He said the document is poorly drafted particularly appendix A. He said there are two locations that would be better. Mayor Mortimer expressed appreciation to Mr. Still for looking into this. Mr. Anaheim said parameters need to be put in place. He said we do not want to give up the sprayfield right now. Mr. Anaheim said we might want to look at routing effluent out toward the Keystone Airport. Mr. Still said Chemours could be a potential customer for reclaimed water.

Chrissy Allen-Thompson came forward to make sure everyone is on board for Christmas on Call Street this weekend. She said there are 21 contestants for the Ms. Winterfest Pageant Thursday evening. The tree lighting is Friday night. There are 45 vendors and 67 entries for the parade on Saturday. Commissioner Smith said there is a 5K run sponsored by the health department. Mrs. Thompson said the inmates have done a great job setting up for the event. Mayor Mortimer thanked Mrs. Thompson.

Mayor Mortimer called for old business. There was none.

Mayor Mortimer called for public hearings. There were none.

Mayor Mortimer asked for Chief Wise to come forward. Chief Wise said he is here on behalf of the Firefighter Pension Board to ask for a one-time increase for retirees. He said the increase has been reviewed by the actuary. Commissioner Roberts said he appreciates the work the pension board does. Attorney Martin asked if this needs to be approved by collective bargaining. Chief Wise said no. Commissioner Roberts asked if Pension Attorney Ron Cohen has raised any concerns. Chief Wise said no. Attorney Martin said as long as the city pays the additional cost and not the employees. Mayor Mortimer entertained a motion to approve the one-time increase. Commissioner Roberts made a motion. It was seconded by Commissioner Smith. The motion passed 3-0.

Mayor Mortimer asked for the city clerk report. Clerk Crosby said the next meeting is scheduled for the week of Christmas. He asked if the commission would like to cancel it. Commissioner Smith made a motion. It was seconded by Commissioner Roberts. The motion passed 3-0. Clerk Crosby said the Christmas Luncheon is December 22, 2021 at 12:00 pm at which time city hall will be closed.

Mayor Mortimer asked for the city manager report. Mr. Mullins said 300 feet of sewer line needs to be replaced under Andrews Street. Mr. Anaheim said the cost will be around \$200,000 and they will go out for competitive bids. Mayor Mortimer asked where the money will come from. Mr. Anaheim said the sewer fund. Commissioner Roberts asked what happened to the pipe. Mr. Anaheim said it is made of clay that is caving in. Mayor Mortimer asked what it will be replaced with. Mr. Anaheim said PVC.

Mr. Mullins addressed Resolution Number 2022-11 revolving fund loan authorization of preparation and submission of application. Commissioner Smith made a motion to approve the resolution. It was seconded by Commissioner Roberts. The motion passed 3-0.

Mr. Mullins addressed the Advanced Biofermentation Services contract. He said the price is \$9,500 per month and it reduces the need for sludge hauling. Mayor Mortimer asked about travel expenses. Attorney Martin said \$9,500 is inclusive of that. Mayor Mortimer entertained a motion to approve the contract. Commissioner Smith made a motion. It was seconded by Commissioner Roberts. The motion passed 3-0.

Mr. Mullins addressed the Holiday Inn Express voluntary annexation. He said the annexation will be after the building is completed. Attorney Martin said they will have to apply for annexation. He said one of their other cities has a good process for annexation that requires an ordinance. Mayor Mortimer asked if any other properties will be affected. Mr. Mullins said no.

Mr. Mullins addressed the copy machine lease. He said there are 4 quotes, 3 from Toshiba Business Solutions and 1 from the Office Shop. He said the copier will be used by the city manager's office and building and zoning. Mr. Mullins said the one he recommends is \$151.64 per month for a 60-month lease. Commissioner Smith asked about the Office Shop. Mayor Mortimer said the Office Shop quote is a lot higher. She asked if they could get a package deal with the Office Shop since the city's other copiers are with them. Clerk Crosby suggested getting together to look at the copier situation. Mayor Mortimer said she agrees they need one but would like to look at options. Attorney Martin said they need to do the necessary things to qualify as a local vendor. Mayor Mortimer suggested tabling the lease.

Mayor Mortimer asked for the police chief report. Chief Johnson addressed the contract for cleaning services. Commissioner Smith asked if this had come before the board previously. Mayor Mortimer said it did but there was a \$45 travel fee they asked about. Attorney Martin said they never got an answer on the travel fee. He said the cleaning company's insurance information has not been provided. Commissioner Smith asked if they could approve the contract pending receipt of the insurance information. Attorney Martin said it makes him nervous. He said he needs to make sure this contract is not contingent on the contract for cleaning city hall.

Chief Johnson said the Police Department Christmas Party is December 21, 2021 at 6:00 pm at the Downtown Grill.

Mayor Mortimer asked for the attorney report. Attorney Martin had nothing further.

Commissioner Smith had nothing further.

Commissioner Roberts had nothing further.

Mayor Mortimer had nothing further.

There being no further business the meeting was adjourned at 7:03 pm.