

Commission Meeting Minutes
January 18, 2022
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 Roberts 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 second regular meeting of the month. Members attending included Mayor Janice D. Mortimer, Commissioner Danny Nugent, Commissioner Scott Roberts, Commissioner Shannon Smith 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 and Deputy Clerk Lisa Terry.

Mayor Mortimer asked for agenda changes. Clerk Crosby asked to move the water and wastewater rates and fees to item 10.E. Mayor Mortimer entertained a motion to approve the agenda with the change. Commissioner Roberts made a motion. It was seconded by Commissioner Smith. The motion passed 5-0.

Mayor Mortimer entertained a motion to approve the consent agenda. The consent agenda consisted of the minutes of the January 4, 2022 Commission Meeting and the commissioner bill review. Commissioner Smith made a motion. It was seconded by Commissioner Nugent. The motion passed 5-0.

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." There was no public participation.

Mayor Mortimer called for public hearings. There were none.

Mayor Mortimer asked the commissioners to join her down front. She presented Commissioner Roberts with a plaque for his many years of dedicated service as the Chairman of the General Pension Board.

Mayor Mortimer asked for the city clerk report. Clerk Crosby had nothing.

Mayor Mortimer asked for the city manager report. Mr. Mullins said the commissioners have a paper copy of the engineering services agreement with CMT and a copy of the engineering services agreement with ETM was included in the packet. Commissioner Smith asked if Attorney Martin has read the agreements. Attorney Martin said they are standard service agreements so if Mr. Mullins is in agreement with the scope of work they are fine. Mayor Mortimer entertained a motion to approve the agreements. Commissioner Smith made a motion. It was seconded by Commissioner Roberts. Commissioner Smith asked when the other two agreements will be ready. Mr. Mullins said they will be on the February 1 meeting agenda. The motion passed 5-0.

Mr. Mullins addressed the local mitigation strategy resolution. Bradford County Emergency Management Director Brad Witt asked the commission to pass the resolution adopting a local mitigation strategy. Mayor Mortimer asked about exhibit A. Mr. Witt said a copy of exhibit A was provided. Commissioner Nugent said he would like to see exhibit A. Commission Waters agreed. Mayor Mortimer suggested tabling this until the commissioners can review exhibit A.

Mr. Mullins addressed the wastewater collection system rehab/AWS application authorization. He said it would allow him to sign on behalf of the city. Mayor Mortimer entertained a motion to approve the authorization. Commissioner Waters made a motion. It was seconded by Commissioner Smith. The motion passed 5-0.

Mr. Mullins addressed redistricting. He said he will subcontract with the contractor if necessary but the map he and Bradford County Assistant Supervisor of Elections Matthew Barksdale put together checks all the boxes. Commissioner Smith asked how to move forward. Attorney Martin said the commission can move forward if they are comfortable with the map and he will draft an ordinance for first reading. Mayor Mortimer said she would like some community input from the citizens of Starke. The commissioners agreed. Mayor Mortimer asked for a bigger map with street names. Commissioner Smith suggested a workshop. Mayor Mortimer suggested February 15, 2022. Attorney Martin suggested having it during the first part of the meeting under old business. Commissioner Roberts thanked Mr. Mullins and Mr. Barksdale for their work. Mr. Mullins suggested allowing Attorney Martin's office to handle any subcontracting that might be needed. Attorney Martin said the subcontractor could be under their office and subject to the cap of \$30,000. He said the city could pay a \$3,000 retainer to have the subcontractor available. Clerk Crosby said that would be up to the commission if they feel they need a subcontractor. Mayor Mortimer asked what the hourly rate would be. Attorney Martin said he believes it is \$250. Commissioner Roberts said he feels comfortable with that in order to have a safety net. Mayor Mortimer asked what the appropriate motion would be. Attorney Martin said to allow the city attorney to subcontract with the responding consultant to provide redistricting services under the city attorney's special project letter up to a maximum of \$30,000 for all special services. Commissioner Smith made a motion. It was seconded by Commissioner Roberts. The motion passed 5-0.

Mr. Mullins said the last thing he would like to do is go over the proposed rate structure. He said the current residential rate for up to 10,000 gallons is \$17.37 for the base rate and \$.89 per 1,000 gallons. He said they need an additional \$480,000 per year to cover the sewer plant upgrade and about \$300,000 for additional costs. Mr. Mullins proposed an increased base rate of \$20.84 for 0 to 2,000 gallons. He said the proposed increase would not affect the lower users as much as the higher users. Mayor Mortimer asked Mr. Mullins what his recommended time frame is to implement the increase. Mr. Mullins said 3 to 4 months. Mayor Mortimer said we have to move forward. Mr. Mullins asked for direction from the commission. Mayor Mortimer asked Clerk Crosby if he and Mr. Mullins worked together on this. Clerk Crosby said they have a different philosophy. Mr. Mullins said this will have to be done by ordinance. Mayor Mortimer entertained a motion. Commissioner Smith made a motion to move forward with the rate increases as presented by Mr. Mullins. Mr. Mullins asked if it would be over one year, two years or three years. Commissioner Smith said one year. It was seconded by Commissioner Robert. Commissioner Smith said he wants to make sure the citizens know why we are doing this. The motion passed 4-1. Commissioner Nugent opposed the motion.

Commissioner Waters asked to be excused due to a family emergency.

Mr. Mullins asked to address the opioid litigation settlement. Attorney Martin said it is resolution 2022-15 and may allow the city to receive funds from a state settlement. Attorney Martin read the resolution by title. Mayor Mortimer entertained a motion to approve the resolution. Commissioner Smith made a motion. It was seconded by Commissioner Nugent. The motion passed 4-0.

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

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

Commissioner Smith asked for an update on the apartment complex behind Southern Villas. He asked if they have started renting. Mr. Anaheim said they still need to complete the developer's agreement. He said there will be a punch list.

Commissioner Smith said State Road 16 needs to be maintained. Mr. Anaheim said he will work on that.

Commissioner Smith said there are still power poles in the middle of the sidewalk. Mr. Anaheim said FPL is looking at rerouting the sidewalks.

Commissioner Roberts asked about communication with the Holiday Inn Express. Mr. Mullins said they are in contact.

Commissioner Nugent said the City of Starke will be hosting the Northeast Florida League of Cities dinner next month.

Mayor Mortimer thanked the city, the city attorney, Commissioner Roberts and County Commissioner Spooner for their support of the Martin Luther King Jr events. She said Ricky Thompson was one of the honorees. She thanked him for his support of the community.

Chief Johnson asked if the city has a table for the Chamber Banquet. Mayor Mortimer said the city has purchased a table in the past. She asked if the commission would like to direct Clerk Crosby to get a table for the upcoming event. The commission agreed.

There being no further business the meeting was adjourned at 7:16 pm.