

Commission Meeting Minutes
August 16, 2022
5:30 pm

Mayor Janice D. 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 5:30 pm.

This meeting was the second 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 City Clerk Jimmy Crosby, Deputy Clerk Lisa Heeder, Wastewater Treatment Plant Supervisor Kyle Jerrels, Police Chief Jeff Johnson, Attorney Clay Martin, City Manager Drew Mullins and Fire Chief Gary Wise.

Mayor Mortimer asked if there were any agenda changes. Chief Johnson asked to add JAG Grant under him. Attorney Martin asked to add Resolution Number 2022-40 under him. Mayor Mortimer asked to move item 12.A. to after the consent agenda in case Commissioner Waters needs to leave early. Mr. Mullins asked to add item 10.B. budget and item 10.B. request for RFP for floodplain management. Mayor Mortimer entertained a motion to approve the agenda with the changes. Commissioner Roberts made a motion. It was seconded by Commissioner Waters. The motion passed 5-0.

Mayor Mortimer entertained a motion to approve the consent agenda. The consent agenda consisted of the minutes of the August 2, 2022 Workshop, the minutes of the August 2, 2022 Commission Meeting, and the commissioner bill review. Commissioner Smith made a motion. It was seconded by Commissioner Roberts. The motion passed 5-0.

Attorney Martin read Resolution Number 2022-39 by title. He said the exhibit attached is the one from the workshop. He said it was requested to be brought back to this meeting. Mayor Mortimer asked what the wishes of the board are. Commissioner Smith made a motion to approve Resolution Number 2022-39. It was seconded by Commissioner Roberts. Mayor Mortimer said what the commission has before them is a document prepared by Attorney Martin as a result of city employees being intimidated and threatened. She said the document tells the board who they need to speak to when there is an issue with an employee. Mayor Mortimer asked the commissioners to read the sheet with the additional language she is requesting and asked Attorney Martin to tell the commissioners how to get the language added to the resolution if it is the wishes of the board. Attorney Martin said the language is a little more detailed. He read the additional language. Attorney Martin said commissioners should avoid speaking with staff and instead speak with their supervisor. Mayor Mortimer asked if there were any questions from the board. Commissioner Nugent asked about a flow chart so they know who the supervisor is. Mayor Mortimer said an organizational chart. She said this language is being proposed for the board because they are in a position of authority and they

must stop intimidating employees. Commissioner Waters said he has been here twenty-one years and has never done that. He said Mayor Mortimer said as commissioners and he does not like the way it was said. Commissioner Waters said if there is one person they should be brought out. Mayor Mortimer apologized to the board with the exception of Commissioner Nugent because he is the subject of the issue again. She asked Commissioner Nugent to watch the way he speaks to employees. Commissioner Nugent said he didn't mean it that way. Commissioner Roberts said he echoes everything that Mayor Mortimer said. Commissioner Smith asked how to get this language in the resolution. Attorney Martin said someone could move to amend the resolution to use the proposed language. Commissioner Smith said so moved. It was seconded by Commissioner Roberts. The motion passed 5-0. Attorney Martin said they need to vote to approve the resolution as amended. The motion passed 5-0.

Mayor Mortimer asked for emergency items. There were none. Commissioner Waters left the meeting.

Mayor Mortimer asked for old business. Mr. Mullins asked the commission to come back with ideas for the sprayfield. He said it is permitted by the Florida Department of Environmental Protection for cattle but it could be re-permitted. Mr. Mullins said he would prefer to keep it as is. Mayor Mortimer asked if the city has the ability to keep it mowed. Chief Johnson said the county has batwings. Mr. Jerrels said the south end is more valuable. He said the north end can't be sold because it is needed for effluent and expansion of the wastewater treatment plant. Mr. Mullins suggested an RFP to have it mowed. Mayor Mortimer asked Mr. Mullins to reach out to the county.

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 none.

Mayor Mortimer called for public hearings. Attorney Martin said there are none.

Mayor Mortimer asked for the City Clerk report. Clerk Crosby said they had hoped to upgrade the software but it isn't working out. He would like to put out an RFP for software.

Clerk Crosby said there will be canvassing board meetings for the election and three commissioners need to attend them. Mayor Mortimer said she could be at the meetings on the August 23, 2022 and August 26, 2022 but not the one on September 1, 2022. Commissioner Roberts said he can attend the meeting on September 1, 2022.

Clerk Crosby said the second reading of Ordinance Number 2022-10 can not be done today because the newspaper did not get it advertised. He said August 22, 2022 is the only time to have it done before the election. Commissioner Smith made a motion to approve a special meeting on August 22, 2022 at 5:30 pm to approve Ordinance Number 2022-10. It was seconded by Commissioner Nugent. The motion passed 4-0.

Mayor Mortimer asked for the City Manager report. Mr. Mullins said there was a budget workshop last night. He asked for the wishes of the board. Mayor Mortimer said she is good with the balanced budget but wants to start the budget process in January next year. Mayor Mortimer entertained a motion to approve the tentative balanced budget. Commissioner Nugent made a motion. It was seconded by Commissioner Roberts. The motion passed 3-1. Commissioner Smith opposed the budget.

Mr. Mullins requested approval to issue an RFP for Flood Plain Management that Kevin Powell put together. Mayor Mortimer entertained a motion. Commissioner Smith made a motion. It was seconded by Commissioner Roberts. The motion passed 4-0.

Mayor Mortimer called for the Police Chief report. Chief Johnson said the JAG grant is a reoccurring grant. It is used for the drug task force. He said the mayor signs over the funds and the county distributes them. Mayor Mortimer asked if there is avenue to request funds for specific uses. Chief Johnson said yes. He suggested he work with the sheriff on use of the funds. Mayor Mortimer entertained a motion to sign the funds over to the sheriff. Commissioner Smith made a motion. It was seconded by Commissioner Nugent. The motion passed 4-0. Chief Johnson said the chapter money is available. Chief Johnson asked Officer David Clancy and Officer Michael Gillick to come forward. He said the officers responded to an emergency call and started CPR before EMS arrived. Chief Johnson said Officer Clancy and Officer Gillick both received life-saving awards. Commissioner Smith asked about traffic at the parent pickup. Chief Johnson said it is taking about thirty minutes and going well.

Mayor Mortimer asked for the attorney report. Attorney Martin addressed Resolution Number 2022-40 affirming the City Manager as the primary point of contact in matters of litigation. Mayor Mortimer entertained a motion to approve Resolution Number 2022-40. Commissioner Roberts made a motion. It was seconded by Commissioner Smith. The motion passed 4-0.

Commissioner Smith said Chief Wise has gotten bids for the flooring for the Fire Department. He said Chief Wise has money in capital outlay. Mr. Mullins said the bid is for \$24,000.

Commissioner Roberts asked about the cameras and bathrooms at the Edwards Road Park. Mr. Mullins said the cameras are in and they are recording.

Commissioner Nugent said the Northeast Florida League of Cities Dinner is going to be in Palatka next month on September 22, 2022. Mayor Mortimer asked when they need to RSVP. Mrs. Heeder said by Thursday at noon the week before. Commissioner Nugent said the Florida League of Cities Convention went well.

Mayor Mortimer also mentioned the success of the Florida League of Cities 2022 Conference celebrating one hundred years of service. She said their next conference will be in Orlando. She would like to have more commissioners attend the conference because it is an excellent opportunity for networking. Mayor Mortimer said they have certificate programs for local elected officials and encouraged the commissioners to look into them.

There being no further discussion the meeting was adjourned at 6:43 pm.