

Commission Meeting Minutes
October 18, 2022
5:30 pm

Mayor Scott Roberts 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 Mortimer will lead us in prayer and the Pledge of Allegiance.

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

This meeting was the second meeting of the month. Members attending included Mayor Scott Roberts, Commissioner Janice D. Mortimer, Commissioner Danny Nugent, Commissioner Andy Redding and Commissioner Shannon Smith. Also present were City Clerk Jimmy Crosby, Deputy Clerk Lisa Heeder, Police Chief Jeff Johnson, Attorney Clay Martin and City Manager Drew Mullins.

Mayor Roberts asked if there were any agenda changes. Attorney Martin asked to add item 10.A. invitation to bid for interim financing. Commissioner Mortimer asked to remove item 4.D. from the consent agenda and make it item 11.B. Mayor Roberts entertained a motion approve the agenda changes. Commissioner Nugent made a motion. The motion was seconded by Commissioner Mortimer. The motion passed 5-0.

Mayor Roberts entertained a motion to approve the agenda with the changes. Commissioner Mortimer made a motion to approve the agenda with the changes. It was seconded by Commissioner Redding. The motion passed 5-0.

Mayor Roberts addressed the consent agenda. Commissioner Mortimer made a motion to pull the bill for George Roberts Insurance to be voted on separately. It was seconded by Commissioner Smith. The motion passed 5-0. Mayor Roberts entertained a motion to approve the consent agenda. The consent agenda consisted of the minutes of the October 4, 2022 Commission Meeting, the Christmas on Call Street square use and road closure December 9th and 10th 2022, the Christmas Parade road closure December 10, 2022 at 6:00 pm and the commissioner bill review. Commissioner Mortimer made a motion to approve the consent agenda. It was seconded by Commissioner Smith. The motion passed 5-0.

Mayor Roberts abstained from voting on the bill for George Roberts Insurance. Commissioner Mortimer made a motion to approve payment of the invoice from George Roberts Insurance. It was seconded by Commissioner Smith. The motion passed 4-0 with Mayor Roberts in abstention.

Mayor Roberts called for the Florida Department of Transportation presentation on the overpass. Jamie Driggers District 2 Planning and Environmental Management Administrator for the Florida Department of Transportation came forward to talk about State Road 230 at Walnut

Street and Thompson Street closures. He said the pavers will be replaced with stamped concrete.

Mayor Roberts asked for emergency items. There were none.

Mayor Roberts asked for old business. There was none.

Mayor Roberts 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 three minutes. Your participation is welcomed." Mayor Roberts asked Alvin Hunter to come forward. Mr. Hunter stated his address as 455 West Pratt Street. He said he has two passions. The first one is for veterans. He is retired from the Air Force. He asked the commission to consider a Veterans' Advisory Board. Mr. Hunter said his second passion is for history. He said he is forming a paranormal team and would like to name it the Starke Paranormal Team. Mayor Roberts said they will take that under advisement.

Mayor Roberts asked for the City Clerk report. Clerk Crosby said they are working on an invitation to bid for interim financing. Attorney Martin said the successful bidder will be the one who results in the lowest cost to the city. Justin deMello with Woodard & Curran came forward. He said there were two bidders for the wastewater treatment plant upgrades. One for \$23,361,150 and one for \$26,239,806. Both were over the price for USDA funding. Mr. deMello recommended moving forward with a notice of intent to award the bid to the lowest priced bidder PWC Joint Venture. He said the USDA does not have money in the 2022 budget to fund the difference but is working to commit additional grant funds as part of next year's budget. Mayor Roberts entertained a motion to issue a notice of intent to award for wastewater treatment facility construction upgrades in two phases which coincides with receipt of USDA funding the overall project scope, schedule and cost are expected to remain unchanged from the current bid of \$23,631,150 to PWC Joint Venture LLC. Commissioner Smith made a motion. It was seconded by Commissioner Redding. The motion passed 5-0.

Mayor Roberts asked for the City Manager report. Mr. Mullins recommended having trick or treating on October 31, 2022 from 6:00 pm to 8:00 pm. He said the Great Pumpkin Escape is October 29, 2022. Mr. Mullins would like to make a post on social media. Commissioner Mortimer asked if they are obligated to set a date and time. Attorney Martin said no. Commissioner Mortimer asked if they need to make a motion. Mr. Mullins said no he just needs clear direction.

Mr. Mullins addressed the agreement with Andy Easton & Associates for grant administration. Commissioner Mortimer expressed her concern for a lack of effort for the City of Starke by the current grant administrators. She said there are a number of citizens on septic tanks who need city sewer. Commissioner Mortimer said Andy Easton & Associates gets grants for \$50,000 and they receive \$13,000. She would like to seek additional grant writers and asked how to move forward. Attorney Martin suggested going out for RFPs like they did for engineers. Commissioner Smith asked Attorney Martin to bring something back to them on this. Attorney Martin said he will look at an RFP to have multiple grant writers. Commissioner Mortimer made a motion to approve Resolution Number 2023-01 agreement with Andy Easton & Associates for grant administration services. It was seconded by Commissioner Nugent. The motion passed 5-0.

Mr. Mullins introduced Cathy Bradley as his new Assistant. He said he has hired Julio Penate as the Utility or Operations Director. He said Mr. Penate will start on November 7, 2022.

Mayor Roberts called for the Police Chief report. Chief Johnson said the contractor working with the new school and the RJE gymnasium has looked at the Police Department roof and will be bringing back three proposals. He said the detour on State Road 100 has been extended through tomorrow night.

Mayor Roberts asked for the attorney report. Attorney Martin reminded the commissioners of their firm's annual ethics training on December 14, 2022 from 4:00 pm to 8:00 pm. Commissioner Mortimer asked if they need to RSVP. Attorney Martin said yes. All of the commissioners said they would be attending.

Mr. Mullins said the CDBG-CV request for waiver was submitted today and he should hear something back in four to six weeks.

Commissioner Nugent reminded the commissioners of the Northeast Florida League of Cities dinner in St. Augustine.

Commissioner Mortimer expressed her condolences to Mayor Roberts. Mayor Roberts expressed his condolences to Commissioner Mortimer.

Commissioner Redding had nothing further.

Commissioner Smith thanked Mr. Mullins for the City Manager Report.

Mayor Roberts welcomed Cathy Bradley.

There being no further discussion the meeting was adjourned at 6:46 pm.