

COMMISSION MEETING

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Mayor Nugent announced that if anyone in attendance wishes to speak regarding a motion he asked for them to stand or raise their hand and he will acknowledge them for their comment.

Mayor Nugent called the meeting to order. Present were Commissioner Tommy Chastain, Commissioner Carolyn B. Spooner, Commissioner Wilbur Waters, City Clerk Ricky Thompson, City Manager Tom Ernharth, Fire Chief Tom Rowe, Police Chief Jeff Johnson, and City Attorney Dan Sikes. Commissioner Travis Woods was absent due to illness.

Commissioner Spooner gave the invocation and led the pledge of allegiance to the flag.

Mayor Nugent entertained a motion to adopt the minutes from Commission Meeting February 16, 2016.

Commissioner Waters made the motion, second by Commissioner Chastain; passed 4-0.

Mayor Nugent entertained a motion to approve boot drive request for two dates for the Starke Shrine Club.

March 26 with a rain date of April 16 and September 17 with a rain date of October 8.

Commissioner Spooner made the motion, second by Commissioner Chastain; passed 4-0.

Attorney Sikes read the American Cancer Society Proclamation for approval.

WHEREAS, paint the City Purple is an activity of the American Cancer Society that promotes cancer awareness and gives individuals and communities an opportunity to fight back against the cancer, and

WHEREAS, money raised during the Paint the City Purple of the City of Starke supports the American Cancer Society's efforts to help save lives from cancer by providing free information and support for people facing the disease today, educating people about how to reduce their risk for cancer or detect it

early when it's the easiest to treat, and funding cancer research that will help protect future generations.

NOW, therefore, be it proclaimed by the City Commission of the City of Starke, that APRIL 17TH, 2016 through APRIL 22nd, 2016 as

“PAINT THE CITY PURPLE DAYS”

Within the City of Starke and encourage all citizen to help save lives from cancer by participating in the Paint the City Purple activities.

Adopted by the City Commission in regular session at Starke, Florida on this 1st day of March 2016.

CITY OF STARKE CITY COMMISSION

ATTEST: _____ **By:** _____
Ricky Thompson, City Clerk **Daniel W. Nugent, Mayor**

**Commissioners: Tommy Chastain
Carolyn B. Spooner
Wilbur L. Waters
Travis V. Woods**

Commissioner Spooner made the motion to approve the proclamation, second by Commissioner Chastain; passed 4-0.

Fire Chief Rowe reported the roofing project got shut down today. The contractor didn't submit engineering blue prints or obtain permits.

They are also in the process of getting the sign replaced.

Mr. Ernharth reported the contractor will do the overhang 30 inches. The contractor met with our building official and was told if he needs to have an overhang it was up to him and the contractor went with 30 inches.

Originally it was to be 36 inches but he has cut it back. He will be bringing overhang out 30 inches from the front of the building. The left hand side of the building will not be the entire way out.

Commissioner Chastain stated that is what the contractor told us here in a meeting. Mr. Ernharth responded that is what he said he would do but those are not the trusses he ordered.

Mayor Nugent suggested Mr. Ernharth pull the minutes and go back and discuss it with the contractor.

Chief Jeff Johnson was requesting approval for the use \$500 of law enforcement trust funds to send an officer for advanced SWAT training.

Commissioner Chastain made the motion to approve the expenditure, second by Commissioner Spooner; passed 4-0.

Commissioner Spooner requested Chief Johnson to place on the agenda to discuss the Red Light Cameras.

Chief Johnson responded nothing has really changed but there is one ruling in Orlando. The cameras are not going away. He will be attending the Chiefs Conference in mid-July and he will bring updated cost information.

Commissioner Waters suggested after Commissioner Woods returns for the boards to make a decision if they want to pursue the red light cameras before any additional research is done.

Clerk Thompson reported on the USDA Grant for the police cars. It is not a 100% funded grant it would be a 55/45 the City would pay 55%.

With using the reserve the police budget would have two years to repay those funds back to reserve.

Clerk Thompson will place it on the next agenda.

Mr. Ernharth presented the BCR agreement that was discussed at the last meeting which will have BCR operate the system. They are looking to do two batches per week at the cost of \$900 per batch. They arrived yesterday and were unable to get the system to work. He requested approval of the agreement.

Attorney Sikes recommended moving forward. If BCR can get it running great, if they can't get it up and running then we have a breach of contract.

Mr. Ernharth added at this time BCR is not able to operate the system because they can't get it out of chemical mode.

Commissioner Chastain made the motion to approve the agreement, second by Commissioner Waters; passed 4-0.

Mr. Ernharth presented the revisions for the spray field. We need to cap our existing lines remove the spray heads and when the truck route comes in DOT will tear up the lines that are there and will not affect the spray field operations.

The casings would be there if in the future the city would want to extend the spray field to the opposite side.

He would like some authorization to work with the budget for this expense because it wasn't budgeted because we didn't expect it.

Attorney Sikes explained this is some of the damages we should get from DOT in the first place. This was included in the damages of the taking from DOT.

Mr. Ernharth added the engineers estimated \$250,000 if we just do the capping of the lines on the one side we would save around \$150,000.

Mr. Ernharth requested a motion to proceed.

Commissioner Waters made the motion to proceed due to the time frame, second by Commissioner Chastain;

Commissioner Chastain what is the plan to accomplish this?

Mr. Ernharth responded to have Mittauer design the plan and locate the lines.

Commissioner Chastain doesn't believe we would need the engineers to cap off the lines. Commissioner Waters agreed.

Mayor Nugent suggested for Mr. Ernharth to have his crew cap everything off and bring back a plan with what will need to be done and a cost estimate.

Commissioner Waters withdrew his motion and Commissioner Chastain withdrew his motion as well.

Mr. Ernharth presented an emergency repair for the Reno and Southern Villas lift stations. The money was put into the budget for the repair of pump stations but we have gone in the direction of a CDBG grant and we are not sure we will get those funds. He needs to fix these and hope the grant funds come in for the rest of the pump stations.

Commissioner Chastain made the motion to approve the emergency repair, second by Commissioner Waters;

Commissioner Spooner asked why not replace the station instead of repairs.

Mr. Ernharth responded the grant funds will replace the pump station.

Motion passed 4-0.

Mr. Ernharth presented the Fleet Mechanic contract for approval.

Commissioner Waters made the motion to approve the contract, second by Commissioner Chastain;

Attorney Sikes pointed out the difference in the years of the contract.

The contract will be for the one year period.

Motion passed 4-0.

Mr. Ernharth reported he was ask to pursue possible canoeing on Alligator Creek. He would like to know if the commission would like to invest time and funds into looking into such a venture.

Commissioner Waters would not like to see more work added on at this time.

Commissioner Chastain suggested contacting the water districts and DOT and see if there would be any issues.

Mr. Ernharth gave his biweekly report. We should be taking over the old Badcock building within 30 days.

With the Truck Route coming does the city want to look into extending the utilities to the interchanges?

Commissioner Chastain referenced the Beef O'Brady drainage on the report. He ask if the engineers dropped the ball on that? Mr. Ernharth responded they must have missed it.

Mr. Ernharth reported the County is reviewing the Nuisance Ordinance and plan to have it on their agenda for March 17. He believes he will have the Resolution and agreement ready for adoption.

The Thomas Street recreation area he reviewed the FRDAP grant and there seems to be no restrictions to modify.

A discussion was held relating to symbols being displayed in the city.

Clerk Thompson reported the Bond Trustees met along with Commissioner Spooner and recommended the bills be paid.

Commissioner Spooner made the motion to pay the bills, second by Commissioner Chastain; passed 4-0.

Clerk Thompson presented the following policies for adoption.

- Collection Receivables and Utility Funds

Commissioner Chastain made the motion to approve the policy, second by Commissioner Spooner; passed 4-0.

- Utility Deposits

Commissioner Spooner made the motion to approve the policy, second by Commissioner Chastain;

Commissioner Chastain asked if the Attorney has reviewed.

Attorney Sikes stated he has reviewed them and there are amendments and doesn't believe there are any major changes to cause concern.

Motion passed 4-0

○ Combined updated Purchasing Policy

Commissioner Spooner made the motion to approve, second by Commissioner Chastain;

Mayor Nugent referenced the policy that most of the items reference approval by the City Clerk. With purchasing being under the City Manager some of the wording needs to be revised.

He requested additional time for wording to be corrected.

The policy will be tabled to the next meeting.

○ Police Vehicle Take Home Policy

Commissioner Chastain made the motion to adopt the take home policy, second by Commissioner Spooner;

Commissioner Chastain ask if this is for IRS regulations.

Chief Johnson responded yes.

Motion passed 4-0.

○ Billing Adjustment Procedure Policy

Commissioner Waters made the motion to adopt the policy, second by Commissioner Chastain; passed 4-0.

Clerk Thompson presented information on a 311 Code Enforcement number. He was ask by Commissioner Chastain to research. The cost would be \$2,020.98.

Commissioner Chastain made the motion, second by Commissioner Waters for discussion only.

Commissioner Waters asked if it was a one-time fee. Clerk Thompson responded yes.

Mayor Nugent asked if this is something the new phone system could handle?

Clerk Thompson responded it wouldn't just be a three digit dial.

Commissioner Spooner asked if there is funding for it?

Clerk Thompson responded it is not in the current budget.

Commissioner Waters withdrew the motion and Commissioner Chastain withdrew his second and will discuss the item with a full board.

A joint workshop with the County is scheduled for Monday, March 21, 2016 at 6:00 P.M. here at City Hall.

Clerk Thompson presented the electric rate comparison for January 2016.

Commissioner Chastain addressed a letter he received at his residence regarding the Chamber will not be doing the Bikefest.

After discussion Clerk Thompson and Mr. Ernharth will look into others who would like to organize the event.

Commissioner Chastain asked about soil boing at the sprayfield for future discharge.

Mr. Ernharth responded Mittauer engineers are looking into solutions for discharge.

Commissioner Chastain asked about the carnival or festival. Mr. Ernharth has made contact with the surrounding communities and the carnival is booked but he is still checking when it could be scheduled.

There was a discussion regarding the railroad overpass with crossing closures. A meeting is scheduled for Thursday.

Commissioner Spooner reported on alligators in the Bessent Road. She recommended it be looked into before someone is hurt.

Mayor Nugent requested the signage be looked at for safety reasons.

Mayor Nugent asked if any additional information needed to be brought in front of the board. Hearing none he entertained a motion to adjourn.

Commissioner Chastain made the motion to adjourn, second by Commissioner Waters; passed 4-0.

Daniel Nugent, Mayor
Commissioner Tommy Chastain
Commissioner Carolyn B. Spooner
Commissioner Wilbur L. Waters
Commissioner Travis V. Woods

Attest: _____
Ricky Thompson, City Clerk