

## 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, Commissioner Travis Woods, City Clerk Ricky Thompson, Police Chief Jeff Johnson, City Attorney Dan Sikes, City Manager Tom Ernharth, and Fire Chief Tom Rowe.

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

Mayor Nugent entertained a motion to adopt the minutes from Commission Meeting October 20, 2015.

Commissioner Chastain made the motion, second by Commissioner Spooner; passed 5-0.

Clerk Thompson requested to table Item 4 Project 2016 – 02 Enterprise Content Management System Bid Award until a later date.

Commissioner Spooner made the motion to approve the request of the Clerk, second by Commissioner Chastain; passed 5-0.

Mayor Nugent entertained a motion to proceed with the 128 South Walnut Street, Badcock Property.

Mr. Ernharth asked if the commission if they would like to pursue with a decision or hold off until it is decided; the city should have the property by mid-January.

Commissioner Waters made the motion to table this item until the property is decided to the City, second Commissioner Spooner; passed 3-2. Opposing was Commissioner Woods and Commissioner Chastain.

Mr. Stanley Hamilton, Ms. Brenda Trogdon-Nugent, Ms. Carolyn Jennings, Mr. John Taylor addressed the commission regarding the Victory Chapel Church request to purchase the Badcock building at 128 South Walnut Street from the city when the city takes ownership.

Fire Chief Rowe introduced a new part time firefighters Jack Miller and new full time firefighter, Stuart Brock.

He also reminded everyone to change the batteries in their smoke alarms.

Police Chief Johnson reminded during the Christmas Parade Saturday, December 12 there will no candy thrown, it will be handed out. Judging will take place after line up at 6 to 6:30.

Mr. Ernharth provided the information on the Veterans Day; 10:30 to 11:30 is the ceremony; 1:00 to 3:30 is the car show; parade begins at 4:00; Music after 4:00 and fireworks at 6:30.

Chief Johnson reported that DOT is still having some issues with the traffic lights and they will not be doing too much work to them because of what is coming.

Chief Johnson reminded everyone with the holiday season approaching to pay attention to your purse in your shopping carts; locking your car doors; place shopping items in your trunk; and double check organizations asking for donations. He also requested the commission to look into a sidewalk along South Orange Street for safety reasons.

Mr. Ernharth presented the bid award recommendation for Project 2016-01 Fire Department Roof Replacement go to Phillips Contracting of Starke with the amount of \$51,500.

The drawings of the types of roofs have been provided. Mr. Phillips stated there would be no change in the cost for either type of roof and he would like to get started the first of December and have it complete within 3 to 4 weeks.

He requested which roof type the commission would like and motion to award the bid.

Chief Rowe recommended the hip roof due to the strength against the winds.

After additional discussion relating to the two types of roofs and how they would look. The item was tabled until the next meeting to have the contractor present to discuss options.

Commissioner Woods made the motion to table item 9A until the next meeting, second by Commissioner Chastain; passed 5-0.

Mr. Ernharth presented an amendment to the Building Official Agreement. This amendment was prepared at the request of the Florida Department of Business and Professional Regulations. They requested this change to define the duties of the building official to bring the agreement into compliance with the state regulations.

This amendment defines the duties to include plan reviewer, building inspections and permit issuance. This is the only change to the agreement and was recommended by the Department to protect us against individuals looking for loop holes in these types of contracts.

Commissioner Spooner made the motion to approve the agreement amendment, second by Commissioner Chastain; passed 5-0.

He presented a contribution request of \$1,000 from Acorn Clinic to replace equipment and purchase DVDs and a dental hand pieces. If approved we would have \$3,000 remaining within the budget to contribute to community organizations.

Commissioner Spooner stated the clinic is a wonderful clinic and provides services to all citizen of Bradford County but her reservation is the clinic is outside the city and our donation funds should stay within the city.

Commissioner Chastain agrees with Commissioner Spooner.

With no motion to approve the items dies for the lack of a motion.

Commissioner Woods suggested a letter be sent to explain the reason for denial.

Mr. Ernharth presented the KOA Deed of dedication for the Edwards Road Bottomlands for execution.

He presented the Department of Environmental Protection site access agreement for the old power plant site for the inspection of the well monitoring.

Commissioner Waters made the motion to approve, second by Commissioner Spooner; passed 5-0.

Commissioner Chastain referenced the questions at the end of the document.

Mr. Ernharth completed all the questions but one due to it not applying to this case.

Attorney Sikes requested all questions have a response put in none applicable when a question cannot be answered.

Mr. Ernharth presented the Hendricks Bio Solid Hauling Agreement for approval.

The agreement is based on the discussion we had relating to waving the lease payment for the four months Mr. Hendricks will be shut down but he will continue to collect the bio solids and take them to the sprayfield and distribute.

Commissioner Chastain made the motion to approve the agreement, second by Commissioner Woods;

A discussion was held regarding the not having the man power to take the bio solids to the sprayfield ; the awaiting upgrade to the Bio Chem system; and not exhausting all our options relating to BCR.

The motion passed 4-1 with Commissioner Spooner opposing.

Mr. Ernharth provided his Bi-Monthly Report; and elaborated on the DEP Consent Order. The flow monitors were removed and half of the meters had any response. Hearing on November 10<sup>th</sup> on SRF Funding and there is some extra DEP money.

Mr. Ernharth mentioned the \$23, 000 available through the FMPA Conservation Funds; two projects had been discussed and were placed in the budget. He would like to move forward with the lights under the water tank and the other was remove the security lighting at the veteran's park and place antique lighting. He would like to use \$15,000 to do these two projects.

Clerk Thompson reported the Bond Trustees met along with Commissioner Woods and Commissioner Waters and recommended the bills be paid. Commissioner Woods made the motion to pay the bills, second by Commissioner Spooner; passed 5-0.

He reported a 13% discount on the new contract for our Auditors.

The County responded they could not do any of the dates provided to them for the workshop that was requested by Mr. Taylor relating to recreation. He provided a calendar for the commission to pick some new dates in December to provide the County.

Mayor Nugent suggests the commission pick dates in January due to the holidays coming up.

Clerk Thompson announced the attorney's contract expires December 2<sup>nd</sup> and if we need to go out for RFQ we will need to get started.

They agreed to follow the procedures and the contact is only for one year.

Attorney Sikes stated in conjunction with Chief Rowe's battery replacement announcement to have a fire escape plan.

Under Commissioner's Reports

Commissioner Woods asked about the WCA trucks cutting the corners and hitting the pavement and culverts; if contact has been made.

Mr. Ernharth met with Skip McCall last week and discussed the drivers but not repairing any roads.

Commissioner Chastain referenced the billing collects \$50,000 to \$60,000 and some of that money should be for road repairs

He suggested light signs for in the city vehicles and research on a small carnival at the square.

Commissioner Spooner requested a date for a strategic planning workshop. Mr. Ernharth responded has been working on the five year spending plan. Commissioner Chastain suggested inviting the County for strategic planning for recreation.

Commissioner Spooner referenced an issue Mr. Oliver Crum brought to her regarding the garbage and they don't have a bin; also the milling on Keller Street. Showcasing the City more with the Florida League of Cities. She suggested looking at the program Greenman Dan Inc. in New Orleans to see if it could help with some of the flooding issues we have.

Mayor Nugent with winter coming requested notice for public safety with citizen using safer heaters and have ventilation for kerosene heaters.

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 Spooner; passed 5-0.

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

Attest: \_\_\_\_\_  
Ricky Thompson, City Clerk