

City Commission Meeting  
April 3, 2018  
6:30 pm

Commissioner Woods offered a prayer and led the Pledge of Allegiance.

Mayor Mortimer called the meeting to order at 6:30 pm.

This was the first regular meeting of the month. Members present included Mayor Mortimer, Commissioner Chastain and Commissioner Woods. Also present were City Attorney John Cooper, City Manager Bob Milner and Police Chief Jeff Johnson. Commissioner Nugent and City Clerk Ricky Thompson were absent because of medical reasons. Commissioner Waters was out of town on business.

Mayor Mortimer asked if there were any additions or changes to the agenda. Commissioner Chastain asked to remove Item 9 A the Call Street Maintenance Agreement because 2 of the commissioners were not in attendance. Mayor Mortimer apologized to Stephen Browning and Jamie Driggers who planned to make a presentation on behalf of the Florida Department of Transportation. She asked if they could return on April 17, 2018 to make the presentation. They will check their schedules. Commissioner Chastain asked if the zoning changes should be postponed until the next meeting due to the commissioner's absences. Mr. Milner said he had spoken to Commissioner Nugent and Commissioner Waters and they are aware of the zoning changes and are ok with moving forward with them tonight. Mayor Mortimer entertained a motion to approve the agenda with the deletion. Commissioner Chastain made a motion. It was seconded by Commissioner Woods. The motion passed 3-0.

The Consent Agenda consisted of the March 13, 2018 Commission Workshop Minutes and the March 13, 2018 Commission Meeting Minutes. Mayor Mortimer entertained a motion to approve the consent agenda. Commissioner Woods made a motion to approve the consent agenda. Commissioner Chastain seconded it. The motion passed 3-0.

Mayor Mortimer asked if there were 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 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." Mayor Mortimer asked Scott Roberts and David Knisley to come forward representing the Starke Shriner Club. Mr. Roberts and Mr. Knisley presented the commission with an award in recognition of their outstanding contribution to the Morocco Shrine in 2017 for faithfully allowing the Shriner Club to hold boot drives in Starke to raise money to help children. Pictures were taken of the commissioners with the Shriners. Mayor Mortimer thanked the Shriners for the award. Mayor Mortimer asked Mark Williams to come forward to talk about the parking lot. Mr. Williams of

117 South Thompson Street addressed the improvements to the parking lot in Downtown Starke. He thanked the commissioners for the recent improvements to the parking lot. He said the parking lot is now functional. Mr. Williams also said that the local businesses do not want the building on the parking lot to be turned into bathrooms. Mr. Williams also asked for a loading zone for his business. Mayor Mortimer asked if there were other businesses in need of loading zones. Mr. Milner said he would make a recommendation at the next meeting. Commissioner Chastain said the city does not have any money funded for turning the building into bathrooms. He suggested putting the building up for sale. Commissioner Woods said he would like to keep the building for storage. Mayor Mortimer said that no decisions on the building will be made until the full board is present.

Mayor Mortimer asked for the City Clerk Report. Commissioner Woods met with the Bond Trustees and made a motion to pay the bills. Commissioner Chastain seconded it. The motion passed 3-0. Mr. Milner addressed the Mittauer & Associates Engineering Services Agreement for the lift station rehabilitation. Mayor Mortimer entertained a motion to approve the agreement. Commissioner Chastain made a motion. It was seconded by Commissioner Woods. Commissioner Chastain asked if some of the administrative work could be done by city employees to save the fees. Greg Lang representing Mittauer & Associates said it would up to the Department of Economic Opportunity and he will ask them. Mayor Mortimer asked Mr. Lang if the \$107,000.00 in fees was included in the grant. He said they are. Commissioner Chastain asked Mr. Lang to explain Item 12 Adjustment of Contract Price. Mr. Lang said they will provide bid documents that break up the unit cost. They will certify that the bids are accurate at the time they are contracted. Commissioner Woods asked if the commissioners would be provided documentation as the projects proceed. Mr. Lang said they would. Mr. Lang said they require the contractors to provide a timeline and update it monthly. The motion passed 3-0. Mr. Milner asked Mr. Lang to share the news the city received this afternoon. The city submitted a request for the Alligator Creek Sewer Revitalization. The Suwannee River Water Management District has reviewed the request and will recommend the project to the District Governing Board. Mr. Milner addressed the Paint the Town Purple Proclamation for the American Cancer Society. Mayor Mortimer entertained a motion to adopt the proclamation. Commissioner Woods made a motion. It was seconded by Commissioner Chastain. The motion passed 3-0. Mr. Milner addressed the National Police Week Proclamation. Chief Johnson said that National Police Week will be celebrated at Madison Street Baptist Church on Tuesday, April 24, 2018 at 6:00 pm. Chief Johnson asked Mayor Mortimer to attend the event and read the proclamation. Mayor Mortimer agreed. Mayor Mortimer entertained a motion to adopt the proclamation. Commissioner Chastain made a motion. It was seconded by Commissioner Woods. The motion passed 3-0.

Mayor Mortimer asked for the City Manager Report. Mr. Milner addressed the Memorandum of Understanding with the Department of Corrections regarding fire services. By approving the memorandum, the city is agreeing to assist the Department of Corrections in the event of an emergency. Mr. Milner said the agreement term is 5 years. Mayor Mortimer entertained a motion to approve the memorandum. Commissioner Woods made a motion. It was seconded by Commissioner Chastain. Commissioner Chastain asked how many inmates the Department of Corrections provides the city with. Mr. Milner said 24. The motion passed 3-0. Mr. Milner asked the commissioners to designate Brenda Clement as a Board Member for the Public Risk

Management of Florida Group Health Trust. Mr. Milner asked to be put on the board as an alternate. Commissioner Chastain made a motion for discussion. Commissioner Woods seconded the motion for discussion. Commissioner Chastain asked Attorney Cooper if by Charter the designee should be Mr. Thompson. Attorney Cooper said he would look into it. Commissioner Chastain withdrew his motion and asked the item to be tabled until the next meeting. Commissioner Woods withdrew his second. Mr. Milner addressed the Mutual Aid Agreement with the American Public Power Association. Mr. Milner said this is a recurring agreement and we do get reimbursed for expenses. Mayor Mortimer entertained a motion to approve. Commissioner Chastain made a motion. It was seconded by Commissioner Woods. The motion passed 3-0. Mr. Milner addressed use of the square for food vendors. Mr. Milner said the owner of a Philly cheese steak truck asked him if he could use the square twice a week for 3 to 4 hours to sell food. The truck is self-contained so he would not need power or water. Mayor Mortimer asked if the other commissioners had ever had a request like this. Commissioner Chastain said they have not. Commissioner Chastain made a motion for discussion. Commissioner Woods made a second for discussion. Commissioner Chastain suggested allowing it for a trial period to see how other businesses are affected. Mayor Mortimer said she is not in favor of allowing the food truck to use the square. Commissioner Woods agreed with Mayor Mortimer. Commissioner Chastain withdrew his motion and asked if they should table the item until they have a full board. Mayor Mortimer said she would like to have a full board to vote on this. Commissioner Chastain withdrew his motion so it could be tabled until they have a full board. Mr. Milner addressed the vote for the use of funds from the sale of the spray field to be used for the Wastewater Treatment Plant Repairs. Mayor Mortimer entertained a motion. Commissioner Chastain made a motion. Commissioner Woods seconded it. The motion passed 3-0.

Mayor Mortimer asked for the Police Chief Report. Chief Johnson said the USDA grant for police cars has been applied for. He also said a suspicious looking suitcase was left at the Walgreens. It was handled correctly by the responding officer. The situation was amplified because the suitcase was close to the LP tanks. The bomb squad was called in. The suitcase turned out to have 5 Sharpie Markers in it. Chief Johnson urged everyone to call law enforcement if a suspicious package is found. He urged everyone not to approach anything that looks suspicious. Chief Johnson attended the Women of Distinction Banquet. He spoke with Sadie Darnell, Sheriff of Alachua County, and thanked her for her quick response. Mayor Mortimer asked about the missing Bradford County child. Chief Johnson said the child has been found unharmed and that she was never in any danger. Officer Bukowski worked the case because he is the Bradford Middle School Officer and he is familiar with the situation. Chief Johnson asked for prayers for the family. Chief Johnson said he does not know why but the schools are being placed under the Bradford County Sheriff's Office. Officer Bukowski will be working the streets now.

Attorney Cooper read the title to Ordinance 2018-02 Concerning an Amendment to the Future Land Plan Map. This was the first reading. Commissioner Woods made a motion to approve the first reading. Commissioner Chastain seconded it. The motion passed 3-0. Attorney Cooper read the title to Ordinance 2018-03 Concerning an Amendment to the Future Land Plan Map. This was the first reading. Commissioner Woods made a motion to approve the first reading. Commissioner Chastain seconded it. The motion passed 3-0. Attorney Cooper read the title to Ordinance 2018-04 Concerning an Amendment to the Future Land Plan Map. This was the first





Commissioner Chastain made a motion to approve the first reading. It was seconded by Commissioner Woods. The motion passed 3-0. Attorney Cooper read the title to Ordinance 2018-36 Concerning an amendment to the zoning map. This was the first reading. Commissioner Chastain made a motion to approve the first reading. It was seconded by Commissioner Woods. Commissioner Chastain asked LaJuan Whittle with the Building and Zoning Department if she had corresponded in writing with everyone who's property has been affected and heard back from them. Mrs. Whittle said she has corresponded in writing with everyone affected but she does not need to hear back from them to move forward. Attorney Cooper said the city has a duty to notify the land owners so the city is in compliance with the law. The motion passed 3-0. Attorney Cooper explained that the next items on the agenda are not ordinances but applications so he does not need to read each one. Attorney Cooper mentioned Application S180117A. Commissioner Chastain made a motion that we approve the application. Commissioner Woods seconded it. The motion passed 3-0. Attorney Cooper asked for a motion to approve Application S180117B, C, D, E, F, G, H, I, J, K, L and M. Commissioner Woods made a motion as Mr. Cooper has read. Commissioner Chastain seconded it. The motion passed 3-0. Attorney Cooper asked for a motion to approve Application Z 18-01, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21 and 22. Commissioner Chastain made a motion to approve Application Z 18-01 through 22. Commissioner Woods seconded it. The motion passed 3-0.

Commissioner Woods had nothing further.

Commissioner Chastain asked for an update on the North Florida Regional Planning Council review of the Flood Policy. Mr. Milner said they are reviewing many Flood Policies and have not gotten to ours yet. Commissioner Chastain asked if there would be a budget report at the next meeting. Mr. Milner said there would. Commissioner Chastain asked about the Vehicle Take Home Policy. Attorney Cooper said he is working on it and it is close to completion. Commissioner Chastain asked if the Police Department and VyStar Investigation would be on the agenda for the next Commission Meeting. Mayor Mortimer agreed. Commissioner Chastain asked if the commission should consider selling the storage building. Mayor Mortimer asked to put it on the agenda for the next meeting. Mrs. Whittle said it would have to be sold with a 75-foot easement.

Mayor Mortimer said that former Commissioner Spooner's daughter had minor surgery a week and a half ago and has been in ICU in a medically induced coma ever since. Mayor Mortimer asked that everyone pray for her. Mayor Mortimer thanked City Employees for the work done on the parking lot. Chief Johnson said Fate Harper went to the hospital to have minor surgery and passed away. He asked for prayers for the family.

The next meeting date was set for April 17, 2018 at 6:30 pm.

There being no further business, the meeting was adjourned at 8:07 pm.