

City Commission Meeting  
February 6, 2018  
6:30 pm

Commissioner Nugent 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, Commissioner Nugent and Commissioner Waters. Also present were City Attorney John Cooper, City Manager Bob Milner and Police Chief Jeff Johnson. City Clerk Ricky Thompson and Commissioner Woods were absent due to illness.

Mayor Mortimer moved item 9. C. under the City Attorney making it item 11. B. She also added item 11. C. Settlement Agreement. Mayor Mortimer replaced Item 9. C. with City Attorney Contract Advertisement. Mayor Mortimer entertained a motion to approve the agenda with the changes. Commissioner Chastain made a motion. Commissioner Nugent seconded it. The motion passed 4-0.

The Consent Agenda included the January 16, 2018 Commission Meeting Minutes, the January 16, 2018 Commission Workshop Minutes and the Relay for Life Boot Drive March 17, 2018 from 8:00 am to 3:00 pm. Commissioner Waters asked that Charles Tatum in the January 16, 2018 Commission Meeting Minutes be changed to Lawrence Mosley. Mayor Mortimer entertained a motion to approve the consent agenda. Commissioner Waters made a motion to approve the consent agenda with the change to the minutes from the January 16, 2018 meeting. Commissioner Chastain seconded it. The motion passed 4-0.

Mayor Mortimer asked if there were any emergency items. Mr. Milner asked to add item 9. E. Department of Agriculture Lighting Efficiency Grant. Mayor Mortimer entertained a motion to declare the item an emergency. Commissioner Waters made a motion. It was seconded by Commissioner Nugent. Commissioner Chastain asked why the item is being declared an emergency. Mr. Milner said he did not receive the information until the agenda had been published. The motion passed 4-0.

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." There was no citizen participation.

Mayor Mortimer asked for the City Clerk Report. Mr. Milner said that City Clerk Thompson is recovering from surgery and appreciates the prayers and support. Mr. Milner addressed the Downtown Merchants request for support. Chrissy Allen represented the Downtown

Merchants. They would like to combine Bike Fest, Music Fest and Celebrate Veteran's over Veteran's Day weekend. They have met with the police department and Mr. Milner. They are joining forces with the Veterans of Foreign Wars and the American Legion. They will have fireworks. Roads will be closed Friday night for vendors to setup and Saturday and Sunday for the event. Commissioner Chastain wanted to make sure the fireworks will be booked in advance. Commissioner Waters asked for an update on Mr. Thompson. Mrs. Allen said he had a hematoma drained yesterday but he is doing well. He misses everyone at city hall. Mrs. Allen thanked everyone for their prayers. Mr. Milner addressed the Bond Trustees Report. Commissioner Waters met with the Bond Trustees and made a motion to pay the bills. Commissioner Chastain seconded it. The motion passed 4-0.

Mr. Milner addressed the Mittauer & Associates single bid for engineering services for the lift station upgrade. Mayor Mortimer entertained a motion to approve the bid. Commissioner Chastain made a motion. It was seconded by Commissioner Waters. The motion passed 3-1. Mayor Mortimer opposed the motion because she had concerns about Mittauer & Associates commitment.

Mr. Milner addressed the Andy Easton & Associates winning bid for grant administration services. Mr. Milner met with 4 other City of Starke employees to rank the 2 firms who submitted bids. All 5 employees ranked Andy Easton & Associates the highest. Mayor Mortimer entertained a motion to approve the bid. Commissioner Nugent made a motion. It was seconded by Commissioner Chastain. The motion passed 4-0.

Mr. Milner addressed the Retiree Healthcare Program. Mr. Milner said this has nothing to do with the city's pension plan. Larry Wilson with GRS is the actuary for all 3 of the city's pension plans. City CPA John-Paul Ledford met with Brad Million with Reddish & White CPA Firm who recommended going with GRS. Mayor Mortimer entertained a motion to approve the plan. Commissioner Nugent made a motion. It was seconded by Commissioner Chastain. Commissioner Waters asked if this is mandated by State Statute. Mr. Milner said it is a Federal Statute. Mayor Mortimer asked how often the audit is done. Trey Long, a CPA from the audience, said it is a standard that the Governmental Accounting Standards Board has issued that is going into effect this year. It is much like the actuarial study that has to be done for Florida Retirement System but for the healthcare plan. The motion passed 4-0.

Mayor Mortimer asked for the City Manager Report. Mr. Milner introduced Brenda Clement. Mrs. Clement is the city's new Human Resources Associate and Executive Assistant to the City Manager. She has 20 years of experience in Human Resources.

Mr. Milner addressed the Hurricane Irma FEMA update. Mr. Milner introduced Tish Bryant who thanked the commissioners for their time. Mrs. Bryant said the FEMA reimbursement process requires meticulous accounting for expenses including labor, materials and contractor services. Mrs. Bryant is doing this so the city can receive reimbursement for a minimum of 75 percent of expenses caused by Hurricane Irma. Categories of funding include emergency work, emergency protective measures and permanent work. The time limits for the project began with the Presidential declaration of a disaster in Florida on September 10, 2017. Emergency work must be completed within 6 months. Permanent work must be completed within 18 months. All of

the city's emergency work has been completed and most of the permanent work has been completed. Mrs. Bryant is working with FEMA representatives to submit the required documentation as FEMA requests it. Mrs. Bryant asked the commission if they had any questions. Commissioner Waters asked if the 36 inch pipe sticking out of the road at Myrtle Street and Orange Street was going to be fixed with FEMA funds. Mr. Milner said it would be part of the permanent work. Mrs. Bryant said FEMA will decide if it was caused by the hurricane. Mayor Mortimer asked for a dollar amount being requested. Mrs. Bryant said it is estimated to be close to \$600,000. Mayor Mortimer requested a copy of the emergency and permanent items. Mrs. Bryant said she would provide a damage inventory broken down according the FEMA standards. Mayor Mortimer asked for a synopsis of the damage. Mrs. Bryant said that would probably be better. Mayor Mortimer and Mr. Milner expressed appreciation to Mrs. Bryant.

Mr. Milner addressed the WCA Solid Waste Contract Renewal. Mr. Milner introduced Skip McCall with WCA. Mr. McCall expressed appreciation for the partnership with the city. Mr. McCall said this is a 5 year contract beginning on October 1, 2018. Residential rates will remain at the same rate as the last contract. Commercial rates will increase based on the Consumer Product Index. Mr. McCall said bulk collection will go from monthly to weekly. Yard waste will be picked up on Monday for customers with Monday and Thursday trash pick-up. Yard waste will be picked up on Tuesday for customers with Tuesday and Friday trash pick-up. Mayor Mortimer asked Mr. McCall what kind of customer education would be provided. Mr. McCall said he would work with Mr. Milner to inform customers of changes to the trash collection through fliers or messages in utility bills. Commissioner Nugent asked about services to handicapped customers. Mr. McCall said they have a list of customers with special needs and they will continue to provide services to facilitate their trash pick-up. Commissioner Nugent made a motion to approve the contract. It was seconded by Commissioner Chastain. Commissioner Chastain asked Attorney Cooper about the original contract being 30 pages and the contract tonight being 3 pages. Attorney Cooper said the 3 page contract is an extension of the original contract. Commissioner Chastain said the original contract had a change in the commercial rate only the last 2 years. With this contract commercial rates can change every year. Mr. McCall said the CPI only results in a 2 to 3 percent change. Mayor Mortimer asked what the dollar amount increase would be. Mr. McCall said a couple of dollars. Commissioner Waters asked what the maximum increase to commercial accounts would be. Mr. McCall said around 7 or 8 dollars. Attorney Cooper said the contract has a cap for the CPI so the largest possible increase would be 5 percent and the increase would not start until October 1, 2019. The motion passed 3-1. Commissioner Chastain opposed the contract.

Mayor Mortimer said Attorney Cooper has done a great job as the city attorney. She asked the commissioners how they want to proceed with the city attorney contract. Attorney Sikes has been on military leave and his contract expired in January. Mayor Mortimer wants Attorney Sikes to be able to apply for the position because he is away serving our country. Commissioner Waters agreed with Mayor Mortimer regarding Attorney Sikes. He also said Attorney Cooper has done a great job in Attorney Sikes' absence. Commissioner Waters said Attorney Cooper's response time has been excellent. Commissioner Chastain agreed with Mayor Mortimer and Commissioner Waters. He asked if they had received a text from Attorney Sikes expressing a desire to return to the position of city attorney when his military service is over. Mr. Milner

talked to Attorney Sikes and he did express a plan to bid for the city attorney position. Commissioner Chastain asked if Mr. Milner knew when Attorney Sikes would be returning to Starke. Mr. Milner said Attorney Sikes is hoping to return to Starke in May. Commissioner Nugent said he has been in the same position as Attorney Sikes. Mayor Mortimer said Attorney Cooper is on a month to month contract and Commissioner Woods is not here so we will not be voting on this tonight. Mayor Mortimer called for a 5 minute recess.

Mr. Milner addressed the CIGP Grant from the Department of Transportation with Bradford County BOCC. This is a \$1,000,000 grant to pave Orange Street from Weldon Street to SR 100. It will include guardrails and culverts. Mr. Milner is asking permission to proceed. Commissioner Waters made a motion to proceed. Commissioner Nugent seconded it. Commissioner Chastain asked if we had an estimate of construction costs. Mr. Milner said Mr. Kelly has looked at it and it comes in right around \$1,000,000. Commissioner Chastain asked if the city would be responsible for any overages. Mr. Milner said they would be. Commissioner Chastain asked what the plans are for repairing the pipes under Orange Street before the paving. Mr. Milner said he plans on having the piping issues included in the engineering. Attorney Cooper asked what the timeframe for completion of the project is. Mr. Milner said he believes it is 2 or 3 years. Mayor Mortimer asked if the contract could be contingent on finding out how much the pipe repairs will be. Attorney Cooper said if the work is going to cost significantly more than the \$1,000,000 we could send the money back and not do the project. The motion passed 4-0.

Mr. Milner addressed the Department of Agriculture Lighting Efficiency Grant. This is a grant to make energy efficient upgrades to lighting in indoor and outdoor public areas. Mr. Milner would like to replace old lights at the Edwards Road Ballfield with energy efficient LED lights. He also said the city's electric department could do the work. Mr. Milner also would like to upgrade the decorative lights in the downtown area to LED lights. Utility costs, maintenance costs and repair costs would be greatly decreased. Commissioner Nugent made a motion. Commissioner Woods seconded it. The motion passed 4-0.

Mayor Mortimer asked for the Police Chief Report. Chief Johnson had nothing.

Attorney Cooper read Ordinance 2018-01 regulating adult arcade amusement centers. This was the second and final reading. Commissioner Chastain made a motion to adopt the ordinance. Commissioner Nugent seconded it. Attorney Cooper brought the industry regulations of the state into this ordinance. The motion passed 4-0.

Attorney Cooper addressed the mediation agreement. He said the entire amount of the agreement would be covered by insurance because of the nature of the claim. Commissioner Chastain made a motion to accept the settlement agreement. It was seconded by Commissioner Nugent. The motion passed 4-0.

Attorney Cooper addressed the Police Department timesheet review. This issue is brought up in a lawsuit for a former city employee. Attorney Cooper would like to meet with the attorney handling the lawsuit before he makes any public comments. Commissioner Chastain asked if this could be brought back up at the next commission meeting. Attorney Cooper said he could. He asked Mr. Milner if he had heard back from the State Attorney's Office. Mr. Milner said he

has not. Attorney Cooper asked if they could wait to bring this back before the commission until Mr. Milner has heard from the State Attorney's Office. The commissioners agreed.

Commissioner Waters asked LaJuan Whittle if anything is being done to clean up the old gas station or the old Kentucky Fried Chicken. Mrs. Whittle said the old gas station is contaminated so it is being handled by the state. The old Kentucky Fried Chicken is boarded up according to code and the grass is being mowed periodically. She is trying to get Judge Sanders to act as a magistrate. Without a magistrate she can not send out any violations.

Commissioner Chastain asked if Attorney Cooper was still working on the addressing the issue with the auto dealer. Attorney Cooper suggested increasing the fine we can impose if an event is held after the commissioners have voted not to allow it. Attorney Cooper believes the fine can be increased to \$5,000. Attorney Cooper is also looking into what can be done to enforce shutting down an event on private property. Commissioner Chastain asked Lisa Terry for an update on the Edwards Road property. Ms. Terry has been in contact with Jason Wilkes who leases the property. He is very interested in making a deal Mr. Wilkes has met with his attorney and turned this matter over to him. Mr. Wilkes believes his attorney will have the deal finalized by June. Commissioner Chastain asked if we need to get bids for sludge hauling. Mr. Milner said we have a contract for sludge hauling in effect. Mr. Milner would like to hold off until Mittauer makes their recommendation in March. Commissioner Chastain asked for an update on lift station repairs. Mr. Milner is hoping to bring his recommendation to the commissioners at the next meeting on the 20<sup>th</sup>.

Commissioner Nugent asked Mr. Milner about the other parcel of property on Edwards Road. Mr. Milner said he has been in contact with the brothers who own the corporation that owns the land. He is waiting to hear back from them.

Mayor Mortimer told Mr. Milner that the notice of the increase in utility bills to our customers was a nice touch. She wants to make sure we will be able to work with customers who are struggling to pay their bills due to the extremely cold weather we had last month. She asked Mr. Milner to work with anyone who comes to the city for help within a reasonable amount of time. Mr. Milner said they are granting extensions. Mayor Mortimer mentioned the Northeast Florida League of Cities dinner being held next Thursday, February 15 at 6:00 pm. The City of Starke is hosting the dinner.

The next meeting date was set for February 20, 2018 at 6:30 pm.

There being no further business, the meeting was adjourned at 7:49 pm.