

Commission Meeting  
September 26, 2017  
6:30 pm

Minutes of September 26, 2017 Starke City Commission Meeting

This was the second regular meeting of the month. Members present: Mayor Tommy Chastain, Commissioner Mortimer, Commissioner Nugent, Commissioner Waters and Commissioner Woods. Also present were Interim City Attorney John Cooper, Finance Director Alicia McMillian, City Manager Bob Milner, City Clerk Ricky Thompson, Police Major Barry Warren and Fire Chief Gary Wise.

Mayor Chastain called the meeting to order at 6:30 pm. Commissioner Mortimer offered a prayer and led the Pledge of Allegiance.

Mayor Chastain asked if there were any changes to the agenda. Mr. Thompson had an additional item 10. H. Resolution No. 2017-12 the Florida Small Cities Community Development Block Grant Program. Commissioner Mortimer made a motion to approve the agenda. It was seconded by Commissioner Woods. The motion passed 5-0.

Mayor Chastain asked for acceptance of the minutes from the August 15, 2017 Commission Meeting. Commissioner Mortimer made a motion. It was seconded by Commissioner Nugent. The motion passed 5-0. Mayor Chastain asked for acceptance of the minutes from the August 21, 2017 Budget Workshop. Commissioner Nugent made a motion. It was seconded by Commissioner Woods. The motion passed 5-0. Mayor Chastain asked for acceptance of the minutes from the August 28, 2017 Budget Workshop. Commissioner Waters made a motion. It was seconded by Commissioner Mortimer. The motion passed 5-0. Mayor Chastain asked for acceptance of the minutes from the September 19, 2017 Budget Workshop. Commissioner Mortimer made a motion. It was seconded by Commissioner Nugent. The motion passed 5-0. Mayor Chastain asked for acceptance of the minutes from the September 19, 2017 Tentative Budget Hearing. Commissioner Woods made a motion. It was seconded by Commissioner Mortimer. The motion passed 5-0. Mayor Chastain asked for acceptance of the minutes from the September 19, 2017 Commission Meeting. Commissioner Mortimer made a motion. It was seconded by Commissioner Nugent. The motion passed 5-0.

Gerald Goodman addressed the commissioners regarding waiving the fee for the variance for his property at 1415 Estelle Street. Mr. Goodman passed out handouts that included a statement that detached accessory structures shall not exceed five hundred square feet and shall be set back seven feet from the property line. A letter from the Bradford County Property Appraiser stating that two parcels owned by Mr. Goodman have been combined into one parcel. A list of eighteen properties in the City of Starke with more than one electric meter. Mr. Goodman is asking that the variance fee of \$750 be waived. He will pay for the advertising associated with the variance request. Mayor Chastain asked Mr. Cooper if the combining of the parcels would eliminate the need for a variance. Mr. Cooper stated that it should resolve the issue of the set back. Mr. Cooper will need to talk to Building and Zoning to determine if Mr. Goodman needs a variance at all. The commissioners assured Mr. Goodman that he would have

an answer by the next Commission Meeting scheduled for October 3, 2017 at 6:30 pm. Commissioner Mortimer stated that Mr. Goodman has done everything he could do to get the issues with the property resolved and she would like to vote on this tonight. Mr. Woods stated that the Board of Adjustments should look at this situation. Donald Hardenbrook stated that he is the chair of the Board of Adjustments and he is not aware of anyone getting the fee waived. Mr. Goodman asked Commissioner Mortimer not to back Mr. Milner as City Manager based on his lack of support of her district.

During citizen participation Esther Kelly of 1117 Keller Street commended the Mayor for helping Mr. Goodman. She then addressed the commissioners regarding a march and protest against the Bradford County School System. She will advise the commissioners of the date and time when it has been set.

Mr. Hardenbrook addressed the commissioners regarding hurricane Irma. He thanked the commissioners for putting together a plan for the storm. He received a call from the City Manager's Office advising him of what to expect. Mayor Chastain stated that Mr. Milner headed up the storm preparation and did a fantastic job. Commissioner Waters stated that he received a phone call from Brian Johns of the County Emergency Management Office stating how much he appreciates the hard work Mr. Milner put in.

Chief Wise stated that Sam Patel had resigned from the Fire Pension Trust and that Brian Stephens has volunteered to take his place. Mr. Stephens has served on the trust in the past and the pension attorney Ron Cohen approves Mr. Stephens. Chief Wise asked for the commissioner's approval to have Mr. Stephens serve on the pension board. Commissioner Waters made a motion. It was seconded by Commissioner Nugent. The motion passed 5-0.

Major Barry Warren stated that things were going well at the Police Station.

City Manager Milner addressed the following issues:

- 1) Mr. Milner addressed the advertisement for bids for the air conditioning system at the line crew building. He stated that the building has a big window unit but it is very inefficient. Commissioner Waters suggested mini splits. Commissioner Nugent made a motion to approve. It was seconded by Commissioner Mortimer. The motion passed 5-0.
- 2) Mr. Milner addressed the advertisement for bids for retrofitting the HVAC system at the Starke Fire and Rescue building. An energy audit was conducted by Clay Electric and they suggested redoing the ducts and the vents and cleaning the unit. Commissioner Waters made a motion. Commissioner Nugent seconded it. The motion passed 5-0.
- 3) Mr. Milner addressed the advertisement for purchasing and relocating the HVAC system at the Purchasing/Operations Office. The current air handler is in a closet in the garage so fumes are being sucked into the office when vehicles are running. Mr.

Milner suggested possible mini splits. Commissioner Waters made a motion. Commissioner Mortimer seconded it. The motion passed 5-0.

- 4) Mr. Milner addressed the advertisement for bids for retrofitting the HVAC system at City Hall. The vents need to be relocated to equally heat and cool the building. Commissioner Mortimer made a motion. It was seconded by Commissioner Waters. The motion passed 5-0.
- 5) Mr. Milner addressed the bid to Frank Hill for driveway repair work at a residence on Parkwood Place. Mr. Milner received three bids and Mr. Hill was the least expensive at \$1,700. WCA has torn up the part of the driveway on the city right of way. WCA will pay for half of the repair so our half will be \$850. Commissioner Nugent made a motion. It was seconded by Mr. Woods. The motion passed 5-0.
- 6) Mr. Milner addressed the bid to Frank Hill to build a noise abatement wall at the wastewater treatment plant. Mr. Milner received three bids and Mr. Hill was the least expensive at \$4,800. Commissioner Waters made a motion. It was seconded by Commissioner Woods. The motion passed 5-0.
- 7) Mr. Milner addressed the advertisement for bids to replace the outfall ditch at the wastewater treatment plant. Irma made it worse. It will cost more than \$25,000. Commissioner Waters asked if it would be covered by FEMA. Mr. Milner stated that he will be asking FEMA to cover it. Commissioner Waters made a motion. It was seconded by Commissioner Nugent. The motion passed 5-0.
- 8) Mr. Milner addressed declaring the 2005 International Firetruck as surplus property. The truck does not do what we need it to do. Commissioner Waters made a motion. It was seconded by Commissioner Mortimer. The motion passed 5-0.
- 9) Mr. Milner addressed the offer from the City of Trenton to purchase the 2005 International Firetruck for \$32,000. Mayor Chastain asked Mr. Cooper to comment on this. Mr. Cooper stated that we do have the authority to sell it to another government entity. Commissioner Mortimer made a motion. It was seconded by Commissioner Nugent. The motion passed 5-0.
- 10) Mr. Milner addressed the contract for grapple truck services with John Sasser. Mr. Sasser is retiring. He will work twenty hours a week beginning October 2<sup>nd</sup>. Commissioner Waters made a motion. It was seconded by Commissioner Mortimer. The motion passed 5-0.
- 11) Mr. Milner asked to skip Item K. He then addressed the Appropriations Project Request for the Florida Legislature. He stated that we need to have this in by October. Mr. Milner stated that the wastewater treatment plant needs to be a priority. The Local Legislative Delegation is meeting on September 27<sup>th</sup> from 5:30 to 7:00 pm at the Courthouse. Mr. Milner encouraged the commissioners to attend.

We need to let the legislature know what we want to request. Mayor Chastain asked if the commissioners want to request the wastewater treatment plant to be a priority. Commissioner Waters agreed. Commissioner Woods agreed. Commissioner Nugent agreed. Commissioner Mortimer agreed.

- 12) Mr. Milner addressed the application for DOT Transportation Alternate Program. This is funding for non-motorized activities like bike paths, handrails and sidewalks. Mr. Milner asked the commissioners to let him know what these needs are for the districts.
- 13) Mr. Milner addressed the Envision Bradford Meeting/Luncheon on October 26, 2017 at Cedar River Seafood at 11:30 am. Mr. Milner encouraged the commissioners to attend. Mayor Chastain would like to do a workshop with the Downtown Merchants regarding the new parking lot. Mayor Chastain suggested the October, 17 at 6:00 pm.
- 14) Mr. Milner does not have the City Manager's Activity Report. He has had the inmate crews, WCA and our grapple truck out cleaning up yard debris from Hurricane Irma. Mr. Milner asked if the commissioners had any questions regarding storm recovery. Commissioner Waters said that many citizens have sent cards to thank the city for their efforts through the storm. Commissioner Mortimer asked Mr. Milner to address Mr. Goodman's concern over district 2. Mr. Milner stated that the inmate crews were in district 2 first. Major Warren stated that there were four poles down in district 2. We needed four bucket trucks simultaneously putting up poles. It was the worst area in the city. Major Warren explained that the first priority for restoring power was the nursing homes. The next priority was restoring power to gas stations because evacuees were returning to their homes. The next priority was the easiest places to restore power because multiple linemen can work multiple locations.
- 15) Mr. Milner address his contract as City Manager. He is asking for a three month extension. Commissioner Waters made a motion to extend Mr. Milner's contract for six months. Commissioner Nugent seconded it. Mayor Chastain asked if the contract would start October 1<sup>st</sup>. Mayor Chastain asked if Mr. Milner was still asking for a \$10,000 raise. Mr. Milner stated that he is. Mayor Chastain stated that it would have to be removed for him to vote. Mr. Milner agreed to remove the raise. Mayor Chastain asked about the Utility Director Mr. Milner had asked for. Mayor Chastain has previously stated that the city cannot afford a City Manager and a Utility Director. Mr. Milner stated that it is in the budget and will need to be voted on next week. Mr. Cooper stated that Mr. Milner is asking for a three month extension. Commissioner Waters asked for a six month extension. Commissioner Waters withdrew his motion. Commissioner Nugent withdrew his second. Commissioner Waters made a motion to extend Mr. Milner's contract for ninety days. Commissioner Nugent seconded it. Commissioner Woods stated that he would like to have a workshop during the ninety days to determine if the city needs a City Manager or an Operations Manager. Mayor Chastain agreed and asked that we hold

the workshop on a night aside from a Commission Meeting night. Commissioner Mortimer stated that the city was in a bad state when they hired Mr. Milner. Commissioner Mortimer stated that she made a motion to hire Mr. Milner because she felt we needed stability. She has been disappointed at times but she feels there has been an improvement in communications. She thanked her citizens for coming to the meeting and voicing their opinions. Commissioner Waters stated that Mr. Milner started off as the City Manager in the hot seat. Commissioner Waters stated that the employees need to respect Mr. Milner. The motion passed 4-1. Commissioner Woods wanted the contract extended for thirty days.

City Clerk Thompson addressed the following issues:

- 1) Commissioner Waters met with the bond trustees. He made a motion to approve paying the bills. The motion was seconded by Commissioner Mortimer. The motion passed 5-0.
- 2) The next item was increasing the rent the city pays for the City Hall building from \$36,000 per year to \$50,000 per year. Commissioner Woods made a motion. It was seconded by Commissioner Mortimer. Commissioner Nugent asked if it was in the budget. Mr. Thompson stated that it will be added into the budget if it is approved. Mayor Chastain stated that this would increase the revenues to the General Fund. Mayor Chastain mentioned the \$70,000 item for the firetruck that was in the 2016-2017 budget to make the first payment on the new firetruck. He suggested bringing the \$70,000 from the Enterprise Fund. The motion passed 5-0.
- 3) The next item was to increase the utility late fees. Mr. Thompson suggested going from \$5.00 to a higher dollar amount or a percentage. Mr. Milner stated that the average is \$15.00 to \$18.00. Mayor Chastain asked if we could table this until we have some figures. Commissioner Mortimer asked if we could have a workshop to discuss this. Commissioner Nugent asked if Mr. Thompson's office could come up with some figures. Commissioner Mortimer asked if the fee could be waived for people with special circumstances. Mr. Thompson stated that it could. Mr. Thompson stated that the meters are being estimated this month because Hurricane Irma made it difficult to read many meters. Mrs. Mortimer asked if we could educate our customers on the fuel adjustment. Mr. Thompson stated that we could put an insert into the utility bills.
- 4) The next item was the second reading of Ordinance No. 2017-0478 Clay Electric Cooperative Franchise Agreement. Mr. Cooper read the title. Commissioner Mortimer made a motion. It was seconded by Mr. Woods. The motion passed 5-0.
- 5) The next item was the second reading of Ordinance No. 2017-0480 Police Officers' Retirement System. Mr. Cooper read the title. Commissioner Woods made a motion. It was seconded by Commissioner Waters. The motion passed 5-0.

- 6) The next item was the city's CDBG Grant Application. Andy Easton addressed the commissioners. He is helping the city with the Community Development Block Grant. It was submitted in June but was not in the fundable score. It was for the sewer system improvements. The state has some leftover funds. We will know in October if we will be receiving these funds.
- 7) The next item was Resolution No. 2017-12 Block Grant. Mr. Cooper read the title. Commissioner Nugent made a motion. It was seconded by Commissioner Mortimer. The motion passed 5-0.

Interim City Attorney John Cooper stated that things are going well. Mayor Chastain would like to have a workshop on the Nuisance Ordinance in October. Mr. Cooper would like to propose a draft.

Commissioner Waters expressed his appreciation for the firemen, police, line crews, Mr. Thompson, Mr. Milner and all the people who worked during and following Hurricane Irma. He also stated that FEMA would be here in the morning.

Commissioner Woods would like to see the changes made in the budget. He was given a copy of the Recreation Department Contract. Mr. Woods asked Mr. Thompson if we were paying all their utilities. Mr. Thompson stated that we are. Mr. Woods stated that the contract says we are supposed to pay for three of the meters and the Recreation Department is supposed to be paying the other three. Mr. Thompson stated that at one time that was correct. Commissioner Woods would like to look into this.

Commissioner Nugent wanted to thank everyone who helped out during and following Hurricane Irma. He wanted to thank Emergency Management.

Commissioner Mortimer has not seen the Recreation Contract. She stated that we are paying the meters even though they have a revenue source in the concession stands. Commissioner Waters stated that they are not making money but we need to get another audit from Reddish & White. Commissioner Nugent stated that we should be getting an audit soon. Commissioner Mortimer stated that the city is getting on the right track. The team work we showed during and following the storm needs to continue.

Mayor Chastain asked if we are having a Budget Workshop next Tuesday night at 5:30 pm. We will need to do a short workshop before the October 17<sup>th</sup> Commissioner Meeting to discuss the new parking lot. We need to have a workshop on the City Manager on a night that is not a regular meeting night so we have more time. Commissioner Woods suggested October 23<sup>rd</sup> at 6:00 pm. Mayor Chastain has enjoyed being Mayor.

There being no further business, the meeting was adjourned at 8:50 pm.