

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 Carolyn Spooner, Commissioner Travis Woods, Commissioner Wilbur Waters, Police Chief Jeff Johnson, City Manager Tom Ernharth, Fire Chief Tom Rowe, Deputy Clerk Brenda Wiggins, City Attorney Dan Sikes, and LaJuan Whittle Zoning Director. Commissioner Tommy Chastain and City Clerk Ricky Thompson were absent.

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

Deputy Clerk Wiggins stated for the record Commissioner Chastain and Clerk Thompson are absent from the meeting. She requested the following changes to the agenda.

Under Item 10 City Manager add item D Sewer System Evaluation, with a motion to bid. This request is due to the time limits of the DEP Consent Order. Also under Item 11 City Clerk add item D Re-visit the date of the budget hearings. This is due to the election dates.

She requested a motion to approve the changes.

Commissioner Spooner made the motion to amend the agenda as requested, second by Commissioner Waters; passed 4-0.

Mayor Nugent entertained a motion to adopt the minutes from Commission Meeting July 19, 2016.

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

Mayor Nugent entertained a motion to adopt the minutes from Commission Workshop June 20, 2016.

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

Mayor Nugent entertained a motion to adopt the minutes from Commission Workshop Meeting July 19, 2016.

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

Attorney Sikes read the ordinance by title for approval for the second and final reading.

ORDINANCE NO. 2016-0728

AN ORDINANCE OF THE CITY OF STARKE, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF STARKE LAND DEVELOPMENT CODE, AS AMENDED; RELATING TO THE REZONING OF LESS THAN TEN CONTIGUOUS ACRES OF LAND, PURSUANT TO AN APPLICATION, Z 16-01, BY THE PROPERTY OWNERS OF SAID ACREAGE; PROVIDING FOR REZONING FROM SINGLE FAMILY, MEDIUM DENSITY (R-1C) TO MULTI-FAMILY RESIDENTIAL (R-2A) OF CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF STARKE, FLORIDA; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

Commissioner Woods made the motion to accept the second and final reading, second by Commissioner Spooner; passed 4-0.

Mr. Andy Easton presented information relating to the FRDAP grant and the cycles run September or October for normal grants. Recently there was a special allocation of \$3 million state wide for parks to enhance and expand handicap accessibility. This is a one time allocation and the maximum grant is \$500,000. The proposed application is to get a handicap accessible water park at Edwards Road along with handicap accessible picnic, restrooms, and playgrounds. The deadline to submit is August 17th.

He presented a FRDAP Grant Writing Agreement for approval.

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

Attorney Sikes read by title Resolution 2016 – 12 authorizing the submission of the grant application.

RESOLUTION NO. 2016 - 12

A RESOLUTION AUTHORIZING THE SUBMISSION OF A FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM (FRDAP) GRANT APPLICATION TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) FOR THE 2016-2017 PROGRAM YEAR.

Commissioner Spooner made the motion to adopt Resolution 2016 – 12; second by Commissioner Woods; passed 4-0.

Mayor Nugent entertained a motion to authorize the City Manager to execute the application signature page.

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

Mayor Nugent entertained a motion to authorize him to execute the Local Match Waiver Request Form.

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

Mayor Nugent entertained a motion to authorize the City Manager to execute the planning certification letter.

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

Mayor Nugent addressed the audience before he acknowledged citizen participation. He informed each person will be given three minutes to discuss their issue. He thanked each person for attending and for providing input but ask that everyone address the commission and the meeting with respect.

Ms. Ester Kelly, 1117 Keller Street; she was present to ask permission for the police department to provide extra security for the back to school event. She also requested that Old Lawtey Road be closed from Crum Street to Jenkins Street for the event and safety from 9 AM to 7 PM.

Chief Rowe mentioned the GPS system is not working as of yet.

Chief Johnson requested the mayor execute the support letter for the JAG Grant. This grant the Sheriff uses the funds to support the narcotics unit and pay the overtime for the narcotics officer. The amount runs \$30,000 to \$38,000 each year. Commissioner Waters made the motion for the mayor to execute the letter, second by Commissioner Woods; passed 4-0.

Chief Johnson referenced Major Warren has come across some miscommunication regarding the liability insurance to cover the Bikefest. When an organization holds an event they must supply a certificate of insurance in the amount of \$1 million. He understands there is a group of people doing the event but how is providing the liability policy?

Mr. Ernharth added the organizers approached the city and were asked about the insurance certificate when the organizers responded it is a city function, we do not have to provide insurance. With alcohol involved and the commission never saying it is a city function it is important for a decision be made due to the potential liability involved.

Commissioner Woods stated the city has insurance to cover such anyway or do we need to buy it?

Mr. Ernharth responded any other organization that comes in to hold an event we require them to have the insurance certificate and in this case they are pushing it off onto us. He wants to be clear on what we are doing.

Chief Johnson added he wants to know if the commission is accepting liability of everything that happens.

Attorney Sikes responded the statement that the city would accept the liability for anything is a misstatement. If something would happen depending on when and where it happens. The city will not take responsibility for someone that is buying alcohol from a vender. We do not need to accept liability for that. The bottom line he objects to the city making blanket statement that we would accept the liability at all. Any additional discussion on this matter he ask for it to be one on one. Mayor Nugent asked for Mr. Ernharth Mr. Sikes and Clerk Thompson get together and work this out.

Commissioner Waters added the group putting it on would need their own policy. Major Warren explained the requirements to have road closures done for any event; it has always been required for the organization to have the certificate of liability.

Mr. Ernharth presented a DOT Utility work agreement for approval. This is for the large section of Highway 301 between Andrews Street to Madison Street. There are manholes and water valves that need adjusted. The cost would be \$20,254 if we would ask DOT to adjust the manholes as part of their project.

Commissioner Spooner asks that is the cost the city would incur?

Mr. Ernharth responded yes, we could do it at our cost, which we don't have the man power or resources or the contractor can do it as part of the project.

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

Commissioner Waters stated the reason he made the motion was the city doesn't have the manpower to do the work.

Commissioner Spooner asks if it is with in the budget?

Mr. Ernharth responded it is placed in next year budget.

Motion passed 4-0.

Mr. Ernharth presented the RFP for the spray field site manager. Two proposals were received, Reggie Crum and Alan Holtzendorf . The proposals were reviewed and with the city wanting to do all hay at the site so to have a class b Mr. Holtendorf agreed to do all hay and upgrade the control panel which is an expensive cost.

The recommendation was to award the site manager to Alan Holtendorf and authorize the city staff to negotiate a contract.

Mr. Crum's proposal was to do 30 acres as hay and remaining in sod. He also offered to assist with general maintenance.

Commissioner Waters made the motion to award the bid to Mr. Alan Holtendorf, second by Commissioner Woods

Attorney Sikes recommended not approving the document as provided and for a contract to be negotiated.

Commissioner Waters withdrew his motion and restated the motion to award the bid to Mr. Alan Holtendorf upon approval of the contract by Mr. Ernharth and Attorney Sikes review,

Commissioner Woods withdrew his second and second Commissioner Waters new motion.

Commissioner Spooner referenced Mr. Crum proposal indicated in his proposal that he would do hay as well and we have in the past have given preference to local persons.

Commissioner Waters responded that Mr. Holtendorf lives next door to the property on Edwards Road.

Commissioner Spooner also referenced the date on the form as being July.

Attorney Sikes explained that was a date of a modification of the form he used.

Mr. Mike Ricks referenced Mr. Holtendorf and his capability of handling the site.

Mayor Nugent asks if there were any additional questions with hearing none he ask for the vote. Motion passed 4-0.

Mr. Ernharth commented the draft budget will be provided sometime this week for the meeting on August 16. We will review both funds general and enterprise. He will have the Mobile Lite on the August 16th agenda.

He presented the Sewer System Evaluation for approval to go out for bid. This is with the SRF Loan/Grant and would like to get moving with the item line of the consent order with DEP.

Commissioner Spooner made the motion to go out for bid, second by Commissioner Woods; passed-

Deputy Clerk Wiggins reported the Bond Trustees met along with Commissioner Waters and recommended the bills be paid.

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

She stated the city was contacted by USDA requesting a date for a dedication of the police vehicles and radio equipment. After discussion September 13 was the date selected.

USDA also requested a date of August 25th for the grant closing documents. Deputy Clerk Wiggins requested the commission to revisit the budget hearing dates. Due to the special election the budget hearing dates will need to be moved to September 6 and September 20.

Commissioner Spooner mentioned she will be out of town September 6.

Commissioner Waters made the motion to set the hearing dates as September 6 and September 20 and he realizes Commissioner Spooner will be unavailable; second by Commissioner Woods; passed 4-0.

Commissioner Waters thanked all the city employees for the jobs well done when the electric polls were taken out due to the accident.

He asked Mr. Ernharth, Clerk Thompson and the board that he would like to see some figures on what the cost would be for a \$1.00 per hour raise across the board. He wants the total number by the next regular meeting.

Commissioner Spooner requested patrolling in the areas of bus stops with school starting in nine days.

She ask the status of the canal; Mr. Ernharth responded he has spoken with Trevor Howes from Jorgenson, DOT Maintenance and he is told they are backed up and it is on the schedule.

Mayor Nugent thanked the employees for the job well done when the accident happened with the power outage. How they handled the businesses.

Lajuan Whittle, Zoning Director; received information from the SHIP program about two houses that are nonconforming and requested to be placed on the agenda.

Attorney Sikes added the request will be to have the commission wave the filing fee for the variance.

Commissioner Woods made the motion to adjourn, second by Commissioner Chastain; passed 5-0.

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

City Commission Meeting
August 2, 2016
7 of 7

Commissioner Travis V. Woods

Attest: _____
Ricky Thompson, City Clerk