

## 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, City Clerk Ricky Thompson, City Manager Tom Erharth, Fire Chief Tom Rowe, Police Capitan Barry Warren and City Attorney Dan Sikes. Commissioner Woods and Police Chief Jeff Johnson, were absent.

Mayor Nugent gave the invocation and led the pledge of allegiance to the flag.

Clerk Thompson requested to make correction to the agenda; the date should be February 16, 2016.

He also requested to add 7. D under the City Manager the Suwanee River Water Meter Grant.

Mayor Nugent entertained a motion to adopt the minutes from Commission Meeting February 2, 2016.

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

Mayor Nugent entertained a motion to adopt the minutes from Commission Workshop February 2, 2016; 2015 Preliminary Audit Report  
Commissioner Chastain made the motion, second by Commissioner Spooner; passed 4-0.

Trisha Clark, Bradford County Health Department; presented a certificate from the State Surgeon General in recognition for the efforts to promote healthy weight in the community.

Fire Chief Rowe reported there was a vehicle accident and a new sign will be reconstructed and the new roof has begun.

Capitan Barry Warren reported they have begun submissions for the Chief Challenge and VOCA Grant.

Commissioner Spooner asked for information regarding the Red Light Cameras be on the next agenda when the Chief is present.

City Manager Ernharth ask to table Item A Surplus Vehicle.

Mr. Ernharth requested permission to transfer the 2008 Ford Sport Trac Vin # 1FMEU31E58UA02591 from the Police Department to the Utility Department. Commissioner Chastain made the motion to approve the transfer, second by Commissioner Waters; passed 4-0.

Mr. Ernharth met with BCR personnel today they put together a plan to get the plant up and running. BCR will come in and operate the plant for one month or until we tell them not too. We are looking for a diagnostic of the plant. He requested no action on the response letter until we see the outcome of them operating the plant.

Mr. Ernharth provided a summary of his Bi-Weekly Report; the Nuisance Ordinance adoption we will need to have an agreement with the County for reimbursing any cost they would have and adopt a resolution establishing the area. He provided draft copies of the documents for the commission's review.

He reported that DOT had a meeting with CSX regarding the overpass. They have suggested closing three crossings, DOT has found one and they are asking the City for the other two. The closures will not take effect until the overpass project is complete. They ask if there were any crossings the City would want closed. The response from the commission was no.

Strategic Plan; provided a copy of the plan from 2014 and a press release to submit for input. He pointed out the Truck Route, Overpass as well as other projects. He ask for any input on the draft press release.

Commissioner Spooner paragraph 2 to change it to read; It has been guided by strategic planning since 2006/2007 fiscal year and the planning process resolved in the foundation of the etc.

Fourth line; to read to update the plan

Mr. Ernharth requested permission to submit to Suwannee River Water Management District for a \$500,000 to replace 1,600 water meters within the City. Commissioner Spooner made the motion to approve for the submission of the grant, second by Commissioner Waters; passed 4-0.

Commissioner Spooner ask the status of the water extension on Grand Street.

Mr. Ernharth responded we are about three quarters of the way there but the crew has gotten tied up on other projects.

Clerk Thompson reported the Bond Trustees met along with Commissioner Spooner and recommended the bills be paid.

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

He presented Resolution 2016 – 05; authorizing the signature of the SRF loan application. Attorney Sikes read by title.

#### RESOLUTION 2016-05

RESOLUTION OF THE CITY OF STARKE, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION; AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCE; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE

**WHEREAS**, Florida Statutes provide for loans to local government agencies to finance the construction of water pollution control facilities; and

**WHEREAS**, Florida Administrative Code rules require authorization to apply for loans to establish pledged revenues, to designate an authorized representative; to provide assurances of compliance with loan program requirements; and to enter into a loan agreement; and

**WHEREAS**, the State Revolving Fund grant priority list designates Project No. WW04020 as eligible for available funding; and

**WHEREAS**, the City of Starke, Florida intends to enter into a loan agreement with the Department of Environmental Protection under the State Revolving Fund for project financing.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF STARKE, FLORIDA, AS FOLLOWS:**

**SECTION 1.** The foregoing findings are incorporated herein by reference and made a part hereof.

**SECTION II.** The City of Starke, Florida is authorized to apply for a loan to finance the Project.

**SECTION III.** The revenues pledged for the repayment of the loan are utility revenues; after payment of debt service on the City's 2015 Refinanced Bonds, 2007 Electric Upgrade Loan, 2015 Bucket Truck Loan.

**SECTION IV.** The Mayor is hereby designated as the authorized representative to provide the assurances and commitments required by the loan application.

**SECTION V.** The Mayor is hereby designated as the authorized representative to execute the loan agreement which will become a binding obligation in accordance with its terms when signed by both parties. The Mayor is authorized to represent the City of Starke in carrying out the City's responsibilities under the loan agreement. The Mayor is authorized to delegate responsibility to appropriate City staff to carry out technical, financial, and administrative activities associated with the loan agreement.

**SECTION VI.** The legal authority for borrowing money to construct this Project is Section 166.111, Florida Statutes.

**SECTION VII.** Conflicts. All Resolutions or part of Resolutions of the City of Starke in conflict with any of the provisions of this Resolution are hereby repealed.

**SECTION VIII.** Severability. If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

**SECTION IX.** Effective date. This Resolution shall become effective immediately upon its passage and adoption.

**PASSED** and **ADOPTED** this 16th day of FEBRUARY 2016.

**CITY OF STARKE**

BY: \_\_\_\_\_  
Daniel W. Nugent, Mayor

Commissioner Tommy Chastain  
Commissioner Carolyn B. Spooner  
Commissioner Wilbur Waters  
Commissioner Travis V. Woods

**ATTEST**

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Ricky Thompson, City Clerk

APPROVED AS TO FORM AND LEGALITY

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Daniel Sikes, City Attorney

Clerk Thompson added that is to pledge utility revenues.  
Mayor Nugent entertained a motion to adopt Resolution 2016-05.  
Commissioner Waters made the motion, second by Commissioner Spooner;  
passed 4-0.

Clerk Thompson presented the RFP for the Badcock Building Demo.  
Commissioner Waters made the motion to proceed, second by  
Commissioner Spooner; passed 4-0.

He provided budget amendment number 3. The Police Department took \$1,000 from Investigative Funds and placed it in contribution funds. It was spent for schools and candy, etc.

Commissioner Chastain made the motion to approve the amendment, second by Commissioner Spooner;

Commissioner Spooner asked for an explanation.

Clerk Thompson explained the contribution fund that the commission adopted to cover nonprofit contributions. \$1,000 was transferred to contribution fund from the investigative fund. There were three \$1,000 expenditures leaving \$2,000 remaining in the contribution fund.

Motion passed 4-0.

Clerk Thompson requested permission for the USDA Rural Development Grant to purchase five police cars. If the USDA cannot fund the total amount they might be able to do a 55/45 matching grant. He wanted the commission's approval to proceed if we don't receive the full funding. After additional discussion Commissioner Waters made the motion to table this item until we know what is received through the grant, second by Commissioner Chastain; passed 4-0.

Clerk Thompson provided a 2016 Special Events Schedule. The Bikefest is still up in the air. The Chamber is looking to replace it with a Bacon & Brew Festival and incorporate at bike show into it.

After addition discussion the Clerk and City Manager were ask to check and see if someone would be able to head up the event as a backup, also to send a letter to the board of governors asking to keep the event with the Chamber.

He reported the DEO Grant agreement has been fully executed and returned so he contacted the engineers to start the process at the Badcock site.

The second grant for the mapping is still being reviewed.

He reported the amount that came through on line bill pay was \$900,000 for last year.

He will be scheduling the 4 hours of annual ethic training for Orange Park Tuesday, May 3<sup>rd</sup>.

Commissioner Chastain ask the status of the state audit findings.

Clerk Thompson reported he received a letter and the response is due by March 15<sup>th</sup>.

Items needed; police vehicle policy, pay descriptions with pay grades, new personnel manual, and documentation will accompany the responses indicting the corrective action.

Commissioner Chastain asked Mr. Ernharth to produces a list of City owned property we might be interested in selling and purchaser something that would be more useful. He suggested having a workshop to discuss.

Commissioner Chastain ask if a new sod farm lease needed to be done due to the acreage change.

Attorney Sikes responded he has spoken to the Attorneys the other day and the bottom line; the City has not lost the property yet but we are about to. As long as Mr. Hendricks has the use of the property the City doesn't have legal grounds for novation. We are going to get to that point that the City will not have the legal basis to contract for the next continuation. To the end of this contract the City should be fine and he doesn't see anything to do. The City does not have, in his opinion, to automatically lease as the City has been doing because we don't own the property and what will need to be done is a novation.

Commissioner Spooner suggested looking into the marketing of the fertilizer that is used at the sod farm.

Mayor Nugent asked Mr. Ernharth to write a letter to DOT regarding the sidewalk on Orange Street.

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 Waters; passed 4-0.

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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