

Regular City Commission Meeting (Tuesday, June 20, 2023)

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A. MEETING OPENER

Procedural: 1. Call To Order - Roll Call

Meeting was called to order by Mayor Redman at 6:00pm.

Procedural: 2. Opening Prayer

Opening Prayer was led by Commissioner Huggins.

Procedural: 3. Pledge of Allegiance

Pledge of Allegiance led by Mayor Redman.

Action: 4. Approval of The Agenda Format

Recommended Action: Motion to approve the agenda format.

Motion to approve the agenda format was made by Vice Mayor Stegall. Seconded by Commissioner Hendrix. Unanimous approval. Motion carried.

B. CITIZEN INPUT

Information: 1. Provision for Citizen Input

Bo Bayer - 255 NW 2nd Street

-Offers reflection on the current situation.

-Suggests/asks the commission does not max salary, wishes commission to find a honest. hard-working city manager and public works director.

-States concern on the salary of the public works employees not being paid enough.

-Wishes the commission will take serious action on the upcoming interviews.

Lisa Huggins - 640 SE 4th Street

-Concerned with zoning of the City. States that she has been receiving several calls from residents with confusion on the zoning, with certain people thinking they are city and are county, and vice versa.

-Maines comments on this situation, referencing NE 8th Avenue which has one side being city limits, and one side being county limits. Suggests citizens refer to the tax bills to check to see if they are paying city taxes.

-Commissioner Hendrix comments on the situation explaining past events with zoning.

Cindy North - 290 NE 1st Avenue

-References the pop-up party at the park. States that surrounding counties has a permit that would make the permit applicant responsible for each person in attendance.

-Suggests the city commission discuss and consider some sort of permit be implemented for future events and occurrences.

Bob Driggers - 250 NW 3rd Street

In attendance on behalf of the Union County Historical Society.

-References old historic jail the society is attempting to have the old jail moved to the city property on the west side of the Union Depot building.

-Stated that the society had met with a mover in Seminole County and have not gotten a price yet but would like to receive a grant from Clay Electric.

-The old building would be donated.

Michael Mallard - 285 SW 4th Street

-Asked when city employees would be eligible for opt-out option for benefits.

-Maines suggests the previous meeting minutes would need to be reflected upon for research purposes.

-Commissioner Hendrix suggests this be discussed during the budget process.

-Maines states that a motion be made to implement a policy that would be made effective immediately.

-Commission has concerns that there was a un-approved mandate on this benefit option.

Motion to implement policy that would be made effective immediately to allow employee(s) to opt-in or opt-out on healthcare benefits was made by Commissioner Hendrix. Seconded by Commissioner Sirmones. Unanimous approval. Motion carried.

C. AGENDA ITEM NUMBER

Action (Consent): 1. Consent Agenda

-Commissioner Hendrix thanks interim manager and finance director for their efforts in improving the fuel logs.

Motion to approve the consent agenda was made by Commissioner Hendrix. Seconded by Vice Mayor Stegall. Unanimous approval. Motion carried.

D. CITY MANAGER REPORT

Discussion, Information, Reports: 1. City Manager's Report

-Interim Manager Tillis provides his report to the Commission, addressing questions asked by Commission on the Greenscape agreement, and each report item will be discussed in depth for clarification purposes.

-Commissioner Hendrix referenced the agreement implemented in June 2022.

-Interim Manager Tillis states that there are certain requirements that will take place.

Discussion, Information: 2. Mittauer & Associates Discussion on Additional Grant/Loan Funding

-Joe Mittauer and Greg Lang are in attendance from Mittauer and Associates, Inc. to discuss the additional grant and loan funding.

-Mr. Lang and Mr. Mittauer explains what the engineering firm is currently working on with the improvement to the wastewater infrastructure.

-States that the City is qualified to receive a 8% SRF loan.

-Joe Mittauer defers to Greg Lang to explain bipartisan law that was recently passed.

-Greg Lang explains that the recent bipartisan law that was passed would focus heavily on water and wastewater infrastructure with the condition of the state's water and wastewater infrastructure.

-States that there is an opportunity to increase the size of the project, while still obtaining 80% of the grant funding.

-Engineers are seeking commission approval to apply for additional funding from the State, with an application deadline of June 30, 2023.

-\$11.2 million grant is what Mittauer is seeking approval to apply for consideration.

-Interim Manager Tillis confirms that the core of this grant is the gravity sewer lines, and manholes. Mr. Lang and Mr. Mittauer confirmed.

-Mr. Lang states that the condition of the wastewater infrastructure is not in great condition, and in need of improvement.

-Commissioner Hendrix referenced previous discussion on the grant funding amounts, questioned on the city fundings.

-Mr. Lang and Mr. Mittauer explains that the 11.2 million grant availability is replacing the 10 million that was previously discussed.

-Mr. Mittauer explains the street improvement with this project, and which the collection systems would be the area that the roads would be repaired/replaced.

-Question was asked if the contractors that would be working on this project would be held liable for damages to water and sewer lines that would be obstructed upon replacement.

Motion to approve Mittauer and Associates, Inc. to apply a DEP SRF RFI for additional grant funding for \$11.25 million was made by Commissioner Hendrix. Seconded by Commissioner Sirmones. Unanimous approval. Motion carried.

Commissioner Hendrix requests written documentation from Mittauer and Associates, Inc. to provide an ability to hook up to the city sewer service for the Union County IFAS building.

Action, Discussion: 3. Sheriff Brad Whitehead Road Closure Request

Recommended Action: Recommended action would be to approve Sheriff Whitehead to close NW 1st Street from N Lake Avenue to NW 1st Avenue.

Interim Manager Tillis explains the letter received from Sheriff Brad Whitehead on the closure of NW 1st Street from N Lake Avenue to NW 1st Avenue.

Interim Manager Tillis states upon transfer of ownership of this street, an easement would be implemented for the water and sewer lines for that neighborhood.

Motion to approve closing of NW 1st Street from N Lake Avenue to NW 1st Avenue was made by Vice Mayor Stegall. Seconded by Commissioner Hendrix. Unanimous approval. Motion carried.

Action, Discussion: 4. Reconsideration of Tractor and Equipment Purchase

Recommended Action: Recommended action would be to approve purchase of tractor and mower and approve financing of this purchase.

Vice Mayor Stegall requested this be put on the agenda for reconsideration.

Motion to approve purchase of tractor and mower with 3 year financing with Community State Bank was made by Commissioner Hendrix. Seconded by Vice Mayor Stegall. Unanimous approval. Motion carried.

Action: 5. Consideration of Bid Award for sale of 2021 Chevrolet Suburban

Recommended Action: Recommended action would be to accept highest bid for 2021 Chevrolet Suburban.

-No bids were received for the 2021 Chevrolet Suburban.

-Interim Manager Tillis asks City Attorney Maines the procedure on this bidding process with no bids received.

-Maines states that Gov Deals would be the safest option.

-Commissioner Hendrix suggests that the car be researched for cash value via CarMax, Carvana, etc.

-Motion to designate Commissioner Hendrix to contact Carmax to review what the purchase cost would be. Seconded by Commissioner Hendrix. Unanimous approval. Motion carried.

Action: 6. Consideration of Bid Award for sale of Public Works Building

Recommended Action: Recommended action would be to approve highest bid for sale of Public Works Building.

Interim Manager Tillis explains that one bid was received for \$200,000 with a minimum bid of \$400,000. States that with the amount of land that is being sold, and what the city is keeping, \$200,000, the amount is not far from the appraised value of an estimate of \$265,000. Interim Manager Tillis asked City Attorney Maines if negotiations can take place on that bid amount to attempt to receive more than \$200,000. Tillis stated that within the memorandum provided to the Commission had math calculations on the amount it would be if the city were to keep the property and finish the construction.

City Attorney Maines suggests the Commission tables the discussion of this consideration until further research can be taken in the appraisal, and the other current projects surrounding the public works department's location.

Motion to table the discussion of the bid consideration of public works building was made by Vice Mayor Stegall. Seconded by Commissioner Huggins. Unanimous approval. Motion carried.

Action: 7. Voting Delegate for Florida League of Cities Conference August 2023

Recommended Action: Recommended action would be to designate the voting delegate for the Florida League of Cities Conference in August 2023.

City Attorney Maines states that in prior years, Commissioner Sirmones has been the voting delegate for the City.

Motion to delegate Commissioner Sirmones as voting delegate was made by Vice Mayor Stegall. Seconded by Commissioner Hendrix. Unanimous approval. Motion carried.

Action, Discussion: 8. Location of Historic Old Jail

Motion to support the efforts of the historical society to relocate the old jail to the city property was made by Vice Mayor Stegall. Seconded by Commissioner Hendrix. Unanimous approval. Motion carried.

Action: 9. Approval of Public Works Director Job Description and Advertisement

Recommended Action: Recommended action would be to approve the Public Works Director Job Description and Advertisement.

Interim Manager Tillis explains the job description drafted for the public works director position.

City Attorney Maines stated that he had reviewed this position before it was added to the agenda and requested a change be made which was made by Interim Manager, and he suggests the Commission to approve the job description and advertisement.

Motion to approve the job description of public works director was made by Commissioner Hendrix. Seconded by Vice Mayor Stegall. Unanimous approval. Motion carried.

Motion to designate the hiring salary range be \$50,000-\$61,000 was made by Commissioner Hendrix. Seconded by Vice Mayor Stegall. Unanimous approval. Motion carried.

Mayor Redman appoints Vice Mayor Stegall be the primary commissioner to attend the interview process, and Commissioner Huggins as the secondary.

E. FINANCIAL REPORT

Action, Discussion, Reports: 1. Financial Report for period October 1, 2022 - May 31, 2023

Recommended Action: Recommended action would be to approve financial report for period October 1, 2022 through May 31, 2023.

Finance Director Sapp presents the financial report for period October 1, 2022 - May 31, 2023.

Interim Manager Tillis commends Finance Director Sapp on the hard work put in to divide the monies for grant funding from operational monies.

Motion to approve the financial report for period October 1, 2022 - May 31, 2023 was made by Commissioner Sirmones. Seconded by Vice Mayor Stegall. Unanimous approval. Motion carried.

F. SPECIAL MEETING FOR AUDIT PRESENTATION

Discussion, Information: 1. Special Meeting - Audit Presentation Wednesday, June 28, 2023 at 6:00 p.m

Motion to reschedule special meeting to Thursday, June 29, 2023 was made by Commissioner Sirmones. Seconded by Vice Mayor Stegall. Unanimous approval. Motion carried.

G. REPORT OF CITY ATTORNEY

H. COMMENTS OR REMARKS BY COMMISSION

Commissioner Sirmones-Provides thanks to Interim Manager Tillis and Interim Public Works Director Banks for returning to work and doing such hard work.

Commissioner Huggins:

1.Thank you to Tillis for allowing him to ride with Banks around town to understand the operations.

2. Reflects on the hard work for each frontline employee working outside.

3. Commends Willie Henderson on his dedication and hard work as WWTP operator.

4. Thanks Mike Banks and public works department on filling the potholes on SE 8th Place. Asks if grant funding is available.

Commissioner Hendrix- Followed up on the water tower light that she had requested be repaired. Mike Banks stated he will follow up with Jenkins Electric to verify if repair has been made. Citizen has asked on the new smoke shop and she is concerned if there is an ordinance prohibiting smoke shops. Reflected popup party that took place and appreciates that the commission gathered together to clean up the park.

Vice Mayor Stegall-No comment.

Mayor Redman- Farm Share last week was able to help 260 families. Next farm share is Saturday, July 8, 2023. 4th of celebration is Saturday, July 1 by Rotary.

I. ADJOURNMENT

Action: 1. Adjourn

Recommended Action: Motion to adjourn.

Motion to adjourn was made by Commissioner Hendrix. Seconded by Vice Mayor Stegall. Unanimous approval. Motion carried.

Meeting adjourned at 8:12pm.