



Minutes

Town Commission

Regularly Scheduled Meeting

Tuesday • May 12, 2015 • 7:30 pm

1. Call to Order: 7:30 pm
2. Invocation & Pledge of Allegiance to Flag
3. Roll Call:
Commissioners Attending:
 - Joseph Aufmuth Present
 - Michael Berkowitz, Mayor Pro-Tem Present
 - Virginia Mance, Mayor Present
 - Richard Shutterly Present
 - Mike Roberts Present

 - Debbie Gonano, Town Administrator Present
 - Stephen Lee, Town Attorney Present
 - Patty Polk, Deputy Town Clerk Present
4. Consent Agenda Approval:
 - A. Agenda Approval
 - B. Minutes of Regular Meeting held on April 14, 2015 and Special Called Meeting April 23, 2015
 - C. Review & Acceptance of Financial Transactions & Reports
Motion made and seconded (Berkowitz/Aufmuth) to accept the minutes of the April 14, 2015 meeting, the special called meeting of April 23, 2015, and the Financial Transactions and Reports as submitted; passed 5-0

Motion made and seconded (Aufmuth/Berkowitz) to amend the agenda, moving item #11B to #7C to discuss the Duke Energy tree trimming; passed 5-0
5. Guests:
 - A. Dr. Timothy S. Gross & Matt Wolfe, Environmental Resource Consultants of Gainesville, FL – Discussion ensued. Item #5A moved to New Business Item #10A for discussion as it is a business matter.
Motion made and seconded (Aufmuth/Roberts) to put this discussion under New Business Item #10A; passed 5-0
6. Citizen's Forum (public comments limited to 5 minutes per speaker, please)
 - A. Julie Penrod-Glenn, N Division St, invited everyone to a fund raiser to benefit the Micanopy Library Tutoring Program and the Micanopy Trust for Historic Forts and Battlefields groups.
 - B. Michael Campbell, NW Seminary Ave, discussed the meeting last month and the lack of seats in the Commission Chambers due to so many citizens present and the possibility of having more seating available in like instances. Mayor Mance stated that there is only so much space in the chamber meeting room.

7. Citizen Board and Committee Reports:

A. Planning & Historic Preservation Board – Fro Warren gave verbal report.

1. Discussed highlights of the meeting on April 28, 2015 which are included in their meeting minutes.
2. Would like to know the procedure for accepting a volunteer for the position of Architect Consultant for their board. Attorney Lee responded that a non-voting volunteer does not need to apply or to be appointed, but can be assigned by the P&HPB members.
3. Vending Booths/Open Air Sales – Discussion ensued. Workshop set up for June 9, 2015 – 6:00 pm to discuss the proposed Open Air Sales ordinance. Town Commission and the P&HPB Members will be present and the public is always welcome to attend.

B. Tree Committee – Michael Campbell presented

1. The new Tree Ordinance which is ready for review. Discussion ensued. This ordinance will replace the previous ordinance in its entirety. The old ordinance was used as a template to write this replacement ordinance, and it will provide tree committee members with more assistance in making decisions. Some changes include that utility trimming has been flushed out to reflect the discussions with Duke Energy. Tree replacement has been added to replenish trees when they are removed if the situation calls for a replacement. Karen Hill discussed a section dealing with the Violation Trust Fund which intendeds to assess fines when someone violates the ordinance, and added that the revised code does allow for penalties. Fines and penalties would go into a trust fund to help maintain Town trees. Specimen trees are protected trees and defined in this ordinance. Attorney Lee discussed several issues he has with this proposed ordinance and how the matter should be resolved. Discussion ensued regarding the sunshine law violations, if two tree committee members are present to evaluate a tree at the same time without a posted meeting, this will violate the Sunshine Law. Under the Sunshine Law anytime the committee is together, the meeting time and place must be noticed and public welcome to attend.

Motion made and seconded (Aufmuth/Berkowitz) to have the Town Attorney work with the Tree Committee to finalize this ordinance; passed 5-0

Town Administrator Gonano asked if the new ordinance would be included in the Code of Ordinances or the Land Development Code. Attorney Lee will review this during his discussion with the Tree Committee.

2. Earth Day at Micanopy Area Cooperative School (MACS) was a success; they had good attendance, educating children and adults while planting a Blue Beech tree and a Peach tree.

C. Duke Power Line Trimming

1. Town Administrator Gonano detailed the Town's requirement to have Duke Energy complete a tree permit for trimming trees, but Duke answered that company management does not allow them to file tree permits. Duke had offered to provide a 'written vegetation management plan' in lieu of a tree permit. Extensive discussion ensued regarding tree trimming and the legality of Duke Energy trimming the trees. The Commission tasked the tree committee with working with Duke to find an acceptable outcome.
2. Progress of Marking Heritage/Special Trees – Special trees have been marked with caution tape on Town right-of-ways, but not on private property.

8. Town Attorney Report: No report today.

9. Town Administrator Report:

A. Utility Payment Drop Box – Town Administrator Gonano presented the need to install a payment drop box and recommended putting the Town's name on the box and mounting it securely to the side of the building for security.

Motion made and seconded (Berkowitz/Aufmuth) to approve up to \$800 to purchase a drop box; passed 5-0

B. Great American Cleanup – (6 dumpsters of household waste, 2 dumpsters of tires, 1 dumpster of metal, and 3701 pounds of hazardous waste). Great day of cleanup with many volunteers and food provided by DeDe DesForges and Blue Highway Pizzeria. Thank you for your donations and thanks to all the volunteers.

C. Sent out the survey to determine interest in electronic billing and have received only 30% of possible responses. As of this time, 60% of responding water customers prefer paper billing and 40% would like to see electronic billing. The survey due date is May 21. We will update the survey response info next month.

10. New Business:
- A. Dr. Timothy S. Gross & Matt Wolfe, Environmental Resource Consultants of Gainesville, FL. Moved from #5A. Matt Wolfe explained that there is a National Parks service on-line grant available and the filing deadline is June 15, 2015. He stated that Town Administrator, Debbie Gonano, would have to apply for the grant as she is the Certified Government Grant (CLG) contact person. Her only responsibilities would be to create two numbers, send in the grant application, and act as the signer as the CLG contact person. The firm doing the work would submit their monthly invoices to the National Parks Service for payment of work. The grant falls over a two-year cycle; during the first year they propose to perform a preliminary survey of the city limits; identifying the new resources that are not part of the current national district of 39 structures. After the preliminary survey, they would begin the process of determining the delineation of the historic district boundary; either amending and/or expanding the current district. The second phase of the grant requirement is to fund the initial survey and the nomination of either the amendment of the current national district or an additional stand-alone national district. A nomination of an amendment or a change does not mean the National Park Service accepts it. They will handle most of the work and reimbursements directly through the National Park Service. The Town Administrator would have very limited time invested.
Motion made and seconded (Shutterly/Aufmuth) to accept the proposal to move forward with this application which will be reviewed at our next meeting; passed 4-1 (Roberts opposed)
 - B. Stanley Strobes – Application for Service on Code Board
Motion made and seconded (Aufmuth/Shutterly) to approve Mr. Strobes’ application to join the Code Enforcement Board in seat #4; passed 5-0
 - C. Boundary Adjustment Act Repeal and Interlocal Agreement Expansion – Commissioner Shutterly detailed that the Boundary Adjustment Act has been repealed, and he would like to continue with the League of Cities to maintain the current Urban Reserves and actually get back to where the Town was previously.
Motion made and seconded (Aufmuth/Berkowitz) to appoint Commissioner Shutterly as representative regarding the Interlocal Agreement (ILA); passed 5-0
 - D. Annual Traffic Signal Maintenance & Compensation Agreement
Motion made and seconded (Berkowitz/Aufmuth) to approve Resolution 2015-04 as submitted; passed 5-0
11. Unfinished Business
- A. Town Hall Property Survey - Is not official but will be soon – Tabled until next meeting.
 - B. Duke Power Line Tree Trimming – Discussed previously under #7C.
 - C. Wild Spaces Public Places Projects
 1. Bat Houses Completion – Fencing & Informational Kiosk – Hercules Fence Co. installed the fences around the three bat houses, but the quality of workmanship is poor. Town Administrator will contact the vendor with our concerns.
Motion made and seconded (Aufmuth/Berkowitz) to direct Town Administrator Gonano to work with Hercules Fence Co. to correct this issue; passed 5-0
 2. Approved Projects List – Mayor Mance discussed the approved WSPP County list and possible beautification efforts, including planting landscaping in the triangle entrance parks (Town Administrator Gonano mentioned the possibility of planting wildflowers), and/or putting historical signs, more benches, and possibly picnic tables in the Town Square area to make the area more ‘people friendly.’ Commissioner Aufmuth and Mayor Pro-Tem Berkowitz discussed the ball park facilities and possibly obtaining some estimates for renovations before our next meeting.
12. Town Commissioner Reports:
- Commissioner Joseph Aufmuth: Expressed disappointment that the Historic Trust for Battlefields and Forts was not present to discuss Memorial Day plans. Memorial Day Commemoration planning is going well, and the committee has received response that Seminole Chairman James Billy will attend. Commissioner Aufmuth has composed a letter welcoming Chairman James Billy to our Town and would like the commission to authorize Mayor Mance to sign and mail this letter.
Motion made and seconded (Shutterly/Aufmuth) to authorize the Mayor’s signature and mailing of this letter welcoming Chairman Billy to Micanopy; passed 5-0
 - Commissioner Mike Berkowitz: He is now the proud grandfather of a grandson born to his daughter.

- Commissioner Mike Roberts: Discussed Wild Flowers and expressed his opinion that planting wildflowers in the islands on 441 would beautify and put spotlight on the town. Our ‘Micanopy’ signs located in the triangle parks need to be preserved and painted. Lighting is necessary to deter crime and W Smith Avenue and SW 6th Street is a spot that area residents feel needs additional lighting.
- Commissioner Richard Shutterly: The Boundary Adjustment Act was an accomplishment.

13. Mayor Virginia Mance Report:

- Remember to support the Antique Appraisal fund raiser to benefit the Micanopy Library Tutoring Program and the Micanopy Trust for Historic Forts and Battlefields groups.
- The Memorial Day Commemoration will take place at the Thrasher Warehouse.
- When the Town property lot survey is finalized, the town should consider deeding the small triangle in front of the Post Office to the Post Office.
- John Thrasher is being offered an Historic Preservation Recognition Award from the Daughters of the American Revolution (DAR). Janet Messer from DAR has asked for a letter of support for John Thrasher from the Town Commission. The Mayor is writing a letter and will bring it to the commission for approval.

Motion made and seconded (Aufmuth/Berkowitz) to approve composing and mailing a letter honoring John Thrasher; passed 5-0

14. Adjourn: 9:55 pm

MINUTES APPROVED:

As submitted _____ as amended _____ at Town Commission Meeting _____

Virginia Mance, Mayor

Patty S. Polk, Recorder