



---

# Minutes

## Town Commission

### Regularly Scheduled Meeting

Tuesday • June 10, 2014 • 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 Absent with notice
  - Virginia Mance, Mayor Pro-Tem Present
  - Richard Shutterly, Mayor 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. April 8, 2014 Regular Meeting Minutes, and Canvassing Board Meeting of May 6, 2014
  - B. Review & Acceptance of Financial Transactions & Reports  
*Motion made and seconded (Aufmuth/Mance) to accept the consent agenda as amended, amending the meeting agenda by removing 8B, Mance Deed Restriction Covenant.; passed 4-0*
5. Citizen's Forum:
  - A. Ginny Beam, Tuscawilla Rd, commented on how extra nice the town looks and it is nice to have the ditches mowed.
  - B. Julie Penrod-Glenn, Division St, asked everyone to mark their calendars for July 26, 2014. The Friends of the Library will have a fundraiser for the tutor program from 3:00 – 6:00 p.m. at 100 N. Division St., Layton & Julie Penrod-Glenn's house. Also Julie Glenn asked to use the Activity room at Town Hall on July 12, 2014 from 1:00 – 3:00 pm to have a meeting for Stand By Our Plan.  
*Motion made and seconded (Aufmuth/Mance) to approve the request from Julie Penrod-Glenn to use the Activity room on July 12, 2014; passed 3-1 (Shutterly opposed)*
6. Guests:
  - A. David Donnelly, Alachua County Fire Rescue, Intelligence Liaison Officer Emergency Management Director – Hurricane Season; Official roles, County/Municipality Interface & Forecasts  
  
David Donnelly presented documents and slideshow. Discussion ensued. Commissioners complimented Mr. Donnelly on the great job he does. Joanne Denning wanted to know the procedure regarding bringing pets to a shelter in an emergency. Donnelly responded that pets should be brought in crates, and that the pets would be transported by animal services to a pet shelter. Mr. Donnelly recommended that residents consider other pet placement options; possibly with unaffected family members.

7. Citizens Forum:
- A. Planning & Historic Preservation Board – No report available
  - B. Tree Committee – Karen Hill presented. The committee met last week and began working on the tree ordinance. Monthly meetings will be held on the first Wednesday at 6:45 p.m. in the Activity room.
  - C. Community Garden: Joe Pierce presented, and he discussed storms and storm water drainage. The retention pond located on post office property behind the post office is not draining properly; and the community garden members would like the town to discuss and work out a solution with post office. Joe reported that the community garden has eight constant members; but they would like more development. Joe requested town funds to put in picnic tables and more fruit trees to make the garden a nice place to be. Picnic tables would be placed under the trees near the corner of the property. He stated that fund raisers could be done there and the fire department would still have plenty of parking spaces for their Fall Festival fund raiser. DeDe DesForges thought that the newly planted fruit trees would limit available fall festival parking, and Bud DesForges thought that a master plan would be needed which would detail parking.
8. Town Attorney Report:
- A. Resolution No. 2014-05 Public Use of Municipally-Owned Property proposed resolution. Town Administrator Gonano prepared the resolution and Attorney Lee re-drafted it. Discussion ensued. Discussion included: Application 60 day notice, Insurance, Fees, Cleaning, Similar Policy for other public properties, and more. Commissioner Aufmuth and Mayor Shutterly had a difference of opinion in the manner in which citizens would be recognized and allowed to speak. Commissioner Aufmuth stated that he was not feeling well and left early at 8:40 p.m. A workshop to discuss Resolution 2014-05 was scheduled for July 15, 2014 – 6:30 p.m.
9. Town Administrator Report:
- A. Cheryl Banner, Ocala Ave – Request for May water billing adjustment because of water line break.  
***Motion made and seconded (Roberts/Mance) to average the bill over the past 12 months; passed 3-0***
  - B. Financial Planning – Town Investments – CD was withdrawn from Wells Fargo Bank, and we have paperwork requiring signatures for a new CD at Florida Citizen’s Bank; to move money into a savings account; and to close the square account. Auditors are here and it is looking good.
- Layton Glenn inquired if the town had a written policy and followed state rules with regard to investments, as he claimed was mandated by state statutes. Mrs. Glenn stated that she had previously provided the town office with a copy of the rules of investment procedure. Mayor Shutterly asked Attorney Lee for an opinion. After researching the statutes, Attorney Lee countered that the town was not mandated to have a written policy. Mr. Lee recited that Investment policy 218.415 in Subsection 17 states:
- (17) AUTHORIZED INVESTMENTS; NO WRITTEN INVESTMENT POLICY.—Those units of local government electing not to adopt a written investment policy in accordance with investment policies developed as provided in subsections (1)-(15) may invest or reinvest any surplus public funds in their control or possession in:*
- (a) The Local Government Surplus Funds Trust Fund, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act of 1969, as provided in s. 163.01.*
  - (b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency.*
  - (c) Interest-bearing time deposits or savings accounts in qualified public depositories, as defined in s. 280.02.*
- C. Purchase Tow-Behind Sweeper Attachment - we are collecting estimates as we were approved to spend up to \$5400 at our last meeting.
  - D. Pre-fab Metal Maintenance/Garage Building Status – Mayor Shutterly talked to contractor Joe Hoffman, who contracts these pre-fab buildings, and waiting for a cost for Mr. Hoffman to handle the entire project.
10. New Business:
- A. Independence Day Celebration & Fireworks – Patty invited everybody to come join the parade. We are changing fireworks vendors to Ceremonial Fireworks, and we will have 44 boxes of fireworks to set off. The cost of \$3258.85 provides almost twice as many fireworks, but is considerably less money spent on fireworks than last year.  
***Motion made and seconded (Mance/Roberts) to approve paying \$3258.85 for the fireworks; passed 3-0***
  - B. Jennifer Cialona – Benefit Payment Request – Mayor Shutterly will recuse himself from this discussion, and we will not have a quorum. Mayor Pro-Tem Mance took the gavel and allowed Ms. Cialona to speak regarding her request. Ms. Cialona believes that her employment here should have been handled differently as Mr. Kelley did not pay her as a

permanent part-time employee allowing benefits including vacation/holiday/sick time. She was paid as if she were a temporary employee. This topic will be on the next meeting agenda. Mayor Pro-Tem Mance handed the gavel back to Mayor Shutterly.

11. Unfinished Business:

A. Proposed Alachua County 1% Transportation Sales Surtax – Town Administrator Gonano presented. The Town road list has been updated to make sure we have every road in Micanopy included on the list. The County owns a couple of our roads and will work with us whenever possible to combine road projects to keep the costs lower.

B. Derelict Housing Status:

1. Total Derelict Houses Demolished = 5
2. Total Derelict Houses Planned for Demolition = 4
3. Derelict Houses to be Considered for Demolition = 1
  - a. 209 NW Hwy 441 – Commission to consider this house for approval – the three month process would allow for demolition no later than the end of September.

***Motion made and seconded (Mance/Roberts) to approve proceeding with the code requirements at 209 NW Hwy 441; passed 3-0***

12. Town Commissioner Reports:

- Commissioner Joe Aufmuth: Left early
- Commissioner Mike Berkowitz: Absent with notice
- Commissioner Ginny Mance:
  - Regarding the community garden issue, we did say that space would be reserved for parking during the Fall Festival; we are not deterring from this and will need to know if parking will be affected by future community garden plans.
  - Fish Fry at the Thrasher Museum on July 4<sup>th</sup> both during, and after the parade. The group will also be selling hot dogs starting at 9:00 a.m. Looking forward to the festivities.
- Commissioner Mike Roberts – Last month was pretty busy. Mike thanked everyone who voted for him. The Stanley Strobes Recreation Center does not have a name on the plaque. It was determined that the plaque is on the other side of the building. Mike wanted to know if the Town still owns the building on MACS parcel #16814-000-000? Mayor Shutterly stated that the Town signed over ownership to the Micanopy Area Cooperative School so they could make improvements to the property. Attorney Lee had researched the Micanopy Area Cooperative School property and found that there are three parcels all owned by the school. History showed that the Town deeded the parcel to the school in 1998.

13. Mayor Richard Shutterly Report:

- Regarding Wild Spaces Public Places (WSPP) – they did not have a quorum at their last meeting and our updated list which includes bat houses could not be approved. He was able to find out who to speak with regarding getting our new priority list approved, which has to be approved by ordinance, and it should be available by August.
- Town is doing well. Library is good. People are coming to meetings and they get to speak their minds. We have a good commission.

14. Adjourn: 9:30 PM

---

**MINUTES APPROVED:**

As submitted \_\_\_\_\_ as amended \_\_\_\_\_ at Town Commission Meeting \_\_\_\_\_

---

**Richard Shutterly, Mayor**

---

**Patty S. Polk, Recorder**