



MICAHOPY, SEMINOLE CHIEF

# Minutes

## Town Commission

### Regularly Scheduled Meeting

Tuesday • June 13, 2017 • 7:30 pm

1. Call to Order: 7:30 pm
2. Invocation & Pledge of Allegiance to Flag
3. Roll Call:  
Commissioners Attending:
  - Joseph Aufmuth, Mayor Pro-Tem Present
  - Troy Blakely Present
  - Virginia Mance, Mayor Present (late came in at 8:18 pm)
  - Timothy Parker Present
  - Mike Roberts Present
  
  - Debbie Gonano, Town Administrator Present
  - Stephen Lee, Town Attorney Present
  - Patty Polk, Deputy Town Clerk Present (left early 8:15 pm)
4. Consent Agenda Approval:  
Mayor Pro-Tem Aufmuth chaired the meeting in the Mayor's absence.
  - A. Agenda Approval  
***Motion made and seconded (Blakely/Roberts) to approve the agenda as amended adding the special called minutes from May 16, 2017; passed 4-0***
  - B. Minutes of Regular Meeting and Special Meeting of April 11, 2017 and May 16, 2017 and Workshop of May 2, 2017  
***Motion made and seconded (Roberts/Parker) to approve the above minutes as submitted; passed 4-0***
  - C. Review & Acceptance of Financial Transactions & Reports  
***Motion made and seconded (Roberts/Parker) to accept the financial transactions as submitted; passed 4-0***
5. Guests: Marion Jones-Powell, Powell and Jones, CPA – 2016 Financial Statement Delivery  
The unmodified audit opinion presents a true and fair view of the Town's financial status and reported no audit findings. Mayor Pro-Tem Aufmuth thanked Powell and Jones for auditing our books again this year. The audit answers frequent questions and it is a testament to the Town Administrator and Town Staff. Mayor Pro-Tem Aufmuth offered his copy for review and related that copies are available in the Town office.
6. Citizen's Forum:
  - A. Ginny Beam, SE Tusawilla Rd, the downtown medians look great and very green.
  - B. Stephanie Bartsch, NW Eestalustee Ave, is happy to be here for presentation of the audit report and thanked Town staff for all of their hard work.
7. Citizen Board and Committee Reports:
  - A. Planning & Historic Preservation Board – Unavailable
  - B. Tree Committee
    1. Tree Committee Report – Paul Cohen gave report. Discussion ensued regarding pending tree permits and Tree City USA approval, which we will be eligible for again next year if we budget \$2 per person for trees. Dead pine trees on Town property should be removed as they were killed by the Ips (bark) beetle.
    2. Downtown Island Ad Hoc Committee – Paul Cohen reported that (1) live oak, (1) shumard oak, (2) chickasaw plum trees, and (1) red bud tree were chosen for the southern-most island median. The choice of confederate jasmine to be planted around the shade structure (pergola) was questioned as to the possibility of drawing bugs and bees; but Ginny Beam responded that she has had no insect problem with the confederate jasmine planted at her house. Stephanie Bartsch recommended Muscadine Grapes, which are native to Florida, as an alternative. Ginny

Beam discussed the Planning & Historic Preservation Board's approval of the tree choices and the shade structure plan with follow-up plans to be presented to the P&HPB at a future meeting. Paul Cohen requested permission from the Commission to continue the Ad Hoc Committee.

***Motion made and seconded (Blakely/Roberts) to extend the completion date of the Ad Hoc Committee until completion of the project; passed 4-0.***

Ad-Hoc Committee to work with Town Administrator on the project and the plan.

8. Town Attorney Report: Attorney Lee presented
  - A. Public Hearing Regarding Proposed Ordinance 2017-02 – P&HPB Membership – Second & Final Reading  
Attorney Lee read Ordinance 2017-02 on short title changing the membership on the P&HPB from seven members to five members.  
***Motion made and seconded (Blakely/Parker) to approve Ordinance 2017-02 as submitted; passed 4-0***
  - B. Folds & Walker, LLC – Legal Services Agreement – Discussion ensued regarding the automatic 3% annual increase in legal fees. The contract wording will be changed allowing for annual fee increase negotiations.  
***Motion made and seconded (Roberts/Parker) to approve the legal agreement pending the wording change; passed 4-0***
  - C. Traffic Signal Maintenance & Compensation Agreement – Discussion ensued.  
***Motion made and seconded (Roberts/Blakely) to approve the Traffic Signal Maintenance & Compensation Agreement as submitted; passed 4-0***

Attorney Lee, whose resignation is effective as of June 30<sup>th</sup>, stated that he has enjoyed representing the Town and is available if we need him for anything.

9. Town Administrator Report:
  - A. Authorize Repair of 1½ Ton Silverado – Approval of Town truck repair at a cost of \$1,167.89 after the fact. Commissioner Parker questioned the warranty on the truck and commented that he would like to read the warranty.  
***Motion made and second (Roberts/Blakely) to approve the Town truck repair payment as submitted; passed 4-0***
  - B. Preliminary 2017/2018 Budget Presentation – Town Administrator Gonano presented a preliminary budget and explained that final budget decisions will be made in September. Budget Workshop called for July 11, 2017 at 6:15 pm.

Mayor Mance arrived at 8:18 pm and asked Mayor Pro-Tem Aufmuth to continue to chair the meeting.

10. New Business:
  - A. Independence Day Celebration – Tuesday, July 4<sup>th</sup> – Parade and fireworks information presented.
  - B. Harbor Bank CD Mature Date – June 20, 2017 – Jason Hollingsworth, Harbor Community Bank, had provided 3 proposals from which to choose, and he recommended proposal #2 (splitting the investment into four equal amounts each maturing in twelve month intervals over a four year period) because he believed that rates will continue to improve enough to considerably outpace Proposal #1. Town Administrator Gonano recommended bumping the maturing CD up to 1 million dollars; thereby creating four \$250,000 CD's.  
***Motion made and seconded (Mance/Parker) to approve Proposal #2.***  
***Motion made and seconded to amend the above motion (Mance/Parker) to raise the investment amount to 1 million dollars using proposal #2 with the CDs staggered amounts maturing every 12 months; passed 5-0***

11. Unfinished Business:
  - A. Employee Evaluation Procedure – Discussion ensued regarding who would perform employee evaluations. Mrs. Gonano's understanding from last year was that the Mayor would evaluate the Town Administrator. The Town Administrator would evaluate the Deputy Town Clerk and the Public Works Supervisor and the Public Works Supervisor would evaluate the Maintenance Employee. The Town Administrator believed that a performance review should not be made in a public forum during the budget presentation; which had been the motivation for creating formal job descriptions. She understands that the commissioners want to evaluate the Town Administrator, but she does not think this process should be held during a public meeting. Both the Mayor and Mayor Pro-Tem agree that one person should evaluate the Administrator, but Mayor Pro-Tem Aufmuth wanted a procedure whereby other commissioners could be part of the process. Commissioner Parker stated that the Mayor works closely with the Administrator and is the best person to perform the evaluation. Alternatively, each Commissioner can meet with the Town Administrator, filling out an evaluation, and then the evaluations could be compiled by another employee. Attorney Lee stated that if the Commission appoints one commissioner to evaluate the Administrator then the evaluation has to be done in a public meeting to abide by the Sunshine Law; regardless the Sunshine Law and public records act would make evaluations

available to the public. Commissioner Blakely stated his opinion that this is public business, and if you have nothing to hide then a public meeting is the proper procedure. Evaluations are a sensitive issue, and we will add this to the next agenda under unfinished business.

- B. Water Plant – RFP Engineered Schematic of Water Plant – Gregg Lang, Mittauer & Associates, presented. Discussion ensued. This is the only firm who timely submitted a letter of intent to our RFP to provide engineering services for the Schematic Drawing of Water Treatment Plant Building, Grounds, and Electrical Wiring and Piping System Project. Bud DesForges, NW Seminary Ave, would like to know if the schematic will be of the existing electrical or proposed? Mr. Lang will meet with Town staff at the water plant to evaluate Town needs. Discussion ensued.

***Motion made and seconded (Parker/Mance) to move forward with this project accepting the letter of intent from Mittauer and Associates; passed 5-0***

- C. Wild Spaces & Public Places Matching Grant Opportunity – Commissioner Roberts discussed the possibility of building a recreation center that could also be used as a hurricane shelter, meeting place, or become income generating as a public rental. This is a WSPP matching grant opportunity; but Mayor Mance discussed that staffing this facility would cost money which is not allowable with the WSPP money. Commissioner Roberts discussed the possibility of contracting the YMCA or different organization to operate and staff the facility. Town Administrator Gonano cautioned about the future upkeep and maintenance of such a building.

Bud DesForges, Seminary Ave, stated that we have the opportunity to build a building with a matching grant, and we should accept this offer as we can start out with bare basics and improve it as we go. Commissioner Parker questioned the proposed size of the building and what would be included. Commissioner Roberts answered that the proposed building would be similar to the maintenance shop, 50' x 100' x 10', on a cement slab, with electrical and a kitchen. Discussion ensued regarding building size and drawing up plans which would need to be reviewed by the P&HPB and getting an idea of total cost. Details to be discussed at a later date.

Beth Allerton, Micanopy Librarian, doesn't think that this building will be used very often. Cheryl Roberts, NW Seminary Ave, disagreed and stated that the building would be used often. Commissioner Blakely discussed the possibility of having an exercise class available in this building.

Holly Morris, NE Chokolka Blvd, would like to see a building at the ball park but would rather see the WSPP funds used to remodel the firehouse playground, as it is a centrally located park that is used by many. Mayor Mance discussed the remaining 2008 WSPP funds of approximately \$30,000 which are available to finish the southern-most island and to possibly put toward the firehouse playground with Alachua County's permission via ordinance. Additionally, we are receiving approximately \$2000 per month from the 2016 WSPP sales tax initiative.

***Motion made and seconded (Parker/Roberts) to move forward with the building at the ball park using the matching grant of \$85,000 and for improving the fire house playground; passed 5-0***

Commissioner Roberts to work with Mrs. Gonano on the recreational building project.

***Motion made and seconded (Mance/Blakely) to move forward with the firehouse playground park using the remaining 2008 WSPP funds; passed 5-0***

The next step is to go to the County Commission and get on their agenda, Mayor Mance to work with Mrs. Gonano on this project.

- D. Joint Micanopy/Alachua BoCC Meeting Summary – Mayor Mance presented that we had a full room and a good conversation. BoCC meeting minutes have been distributed earlier in this meeting and are available.

- Home Rule – The County Commission sent a letter to the State legislature opposing proposed legislation enacting measures against home rule.
- Storm Water Regulation – The County Commissioners are grouping storm water, fertilizer policy, and irrigation turning this into a triad falling under *Water Quality*. The County's charter gives the County control over regulation and ordinances dealing with water quality; that is why they are not allowing for an opt-in or opt-out for the municipalities.
- WSPP – discussed what projects we have and will help us with any technical details.
- Transportation concerns – Mayor Mance has spoken to them regarding public transportation and how we might get assistance with transportation for our residents. There is a transportation service that offers service to the disadvantaged in our area.
- County-owned roads including Chokolka Blvd and Tusawilla Rd and they would like to change the speed limits from 30 mph to 20 mph and put out wildlife signs to protect wildlife. Speed humps are not considered.
- Sidewalks were discussed and the Mayor informed the County that the residents do not want more sidewalks.
- St Johns River Water Management District is offering water-saving technology grants for farmers so if you know anyone who farms, we have the information available.
- Troy Blakely apologized that when we had the joint commission meeting he was not familiar with the storm water services assessment. He has since gathered some information, which he made available, regarding the

County Storm Water Tax which he opposes.

- E. Traffic Study Update – Mayor Mance stated that per ACSO, the speed spy was not working and the speed detector will continue to be placed around Town.

12. Town Commissioner Reports:

- Commissioner Joseph Aufmuth: He appreciates the Commissions’ activities in what they have been doing and coming up with all the ideas and bringing the projects together. He appreciates everyone.
- Commissioner Troy Blakely: He would like to see Micanopy support single member district voting for County Commissioners and the school board. Gainesville elects our County Commissioners, we have no voice; he has worked the polls and has seen this in action. He would like to see us have a voice again as voters. He would appreciate an invitation to the Alachua County League of Cities meeting.
- Commissioner Timothy Parker: Extended his appreciation to Debbie Gonano and Patty Polk for being readily available. Uber might be a possible transportation solution for the Town. He would like to have first aid training for our Town employees and an AED defibrillator box here.
- Commissioner Mike Roberts: Thanked Attorney Lee for his service, and we will miss him. We’ve had a couple more accidents down by the bypass and he has sent an email to the FDOT engineer requesting a timeframe for the changes that are to be completed. Mayor Mance would like to know if a proper school speed zone can be addressed on CR234 and Seminary Ave.

13. Mayor Ginny Mance Report:

- Thanked Attorney Lee for his service; he has become a friend and she wishes him and his wife all the best. She hopes that the move goes well and his wife’s health improves.
- Tara Lowe Philips, Micanopy Middle School, has some good news as follows: The MMS 2016-17 FSA/EOC test scores were better than they could have ever imagined with three areas that had the highest passing rate in Alachua County. Mrs. Philips is very proud. Thank you for supporting MMS! An MMS yearbook was delivered to Town Hall today for your review. Come by and visit MMS!
- The Mayor received an email from one of our citizens about David Holton and Raul Gonzalez who helped her out of a jam with some local wildlife. Additional praise to Debbie Gonano; dealing with Town Hall is very pleasant, and she wanted to thank them for their service.

14. Adjourn: 10:45 pm

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**MINUTES APPROVED:**

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

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**Virginia Mance, Mayor**

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**Patty S. Polk, Recorder**