



MICANOPY, SEMINOLE CHIEF

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# Minutes

## Town Commission

### Regularly Scheduled Meeting

Tuesday • July 12, 2016 • 7:30 pm

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1. Call to Order: 7:30 pm

2. Invocation & Pledge of Allegiance to Flag

Mayor Mance opened the meeting and handed the gavel to Mayor Pro-Tem Shutterly to direct the meeting as she is recovering from a medical procedure.

3. Roll Call:

Commissioners Attending:

- |                                     |         |
|-------------------------------------|---------|
| • Joseph Aufmuth                    | Present |
| • Virginia Mance, Mayor             | Present |
| • Timothy Parker                    | Present |
| • Mike Roberts                      | Present |
| • Richard Shutterly, Mayor Pro-Tem  | 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 June 14, 2016

C. Review & Acceptance of Financial Transactions & Reports

***Motion made and seconded (Aufmuth/Roberts) to approve the consent agenda as submitted; passed 5-0***

5. Guests

A. William Cervone, State Attorney Eighth Judicial Circuit – Presented a report regarding Julie Penrod-Glenn’s violations of State law including falsification of documents, which is a third degree felony facing up to five years in prison. Mr. Cervone stated that he has been in this line of work for almost 40 years and has never encountered this sort of violation. After a complaint was filed with Alachua County Sheriff Office, this was brought to the State Attorney office and charges were filed against Mrs. Glenn. Mrs. Glenn pled “no contest” (legally the same as a guilty plea). The charges against Mrs. Glenn were characterized as an act of civil disobedience by the defendant’s attorney; but Mr. Cervone explained that the act was more of mean-spirited intent and personal. The Judge, William David, heard from the defendant and the plaintiff, and Mrs. Glenn was given a year’s probation. She is not a convicted felon and will not suffer consequences such as no voting rights. Following is a partial list of consequences; Mrs. Glenn will have a probation officer, will pay a \$500 fine to the League of Women Voters, is prohibited from participating on any elected board or Town Commission, must act with civility and may not have hostile contact with Mr. Shutterly. The plaintiff will receive a copy of the paperwork concerning this case.

B. West Ocala Wellness Community Gardener – Ire Bethea, presented the success and benefits of the Ocala garden, socialization, structure, garden education, volunteers, and donations they received from local stores. The people just need to show up, tend their beds, pay \$10 per year, and the program is a success. Rachelle Roper, Feed the Need Garden, which is a nonprofit in Ocala, stated that they teach people how to grow their own food. People want to learn, take control of their health, and save money at the grocery store. The 32 sq. feet garden beds are 4’ x

8' x 10" raised beds in which you can plant a lot of food. They have a security camera, police station close by, and kiosk with information regarding the garden and classes. Join them August 27<sup>th</sup> to build some beds from 9 – 11:00 am.

- C. Fred Fox Enterprises, Water System Delivery Improvement Funding – Mr. Fox presented his qualifications, available grant opportunities, and documentation supporting his firm's 32 years of experience with both State and Federal grant projects including over 300 Florida Small Cities Community Development Block Grant (CDBG) projects. The four CDBG program categories: Housing Rehabilitation, Commercial Revitalization, Neighborhood Revitalization, and Economic Development.

6. Citizen's Forum (public comments limited to 5 minutes per speaker, please)

- A. Brian Stanton, Lucky Ave, supports and is involved with our community garden and works at the institute on aging at UF. Referring to the current un-manicured condition of the community garden, he has heard many excuses why people don't tend their garden plots and there is a difference in opinion on the athletics and design of plots.
- B. Connor Lasiter, Community Garden, came in late and missed the presentation from Ire Bethea and Rachelle Roper. Mayor Pro-Tem Shutterly recommended that Connor attend Ocala's next bed build and classes.
- C. Troy Blakely, Seminary Ave, would like to brag about the Micanopy Area Cooperative School (MACS) which is an A school again. The Micanopy Middle School has been raised to a C school, which is higher than it has recently been.

7. Citizen Board and Committee Reports

- A. Planning & Historic Preservation Board – Troy Blakely, Vice-Chair gave verbal report. New Beginning Christian Worship Center, Inc. (NBCWC), A special use permit was approved to place a modular building to be used as a Christian Education Facility on a lot zoned R-2.
- B. Tree Committee – Unavailable

8. Ordinance (Second and Final Reading)

- A. Ordinance No. 2016-08 Micanopy Fire Department (Chapter 35, Article III)  
Mayor Pro-Tem Shutterly read Ordinance 2016-08 on short title. Discussion ensued including Commissioner and public comments.  
***Motion made and seconded (Mance/Parker) to adopt ordinance 2016-08 on second and final reading as submitted; passed 5-0***

9. Town Attorney Report – Nothing to report

10. Town Administrator Report

- A. 2016-2017 Preliminary Budget/Rollback Millage Rate 5.9463 Mills
  - 1. Preliminary Budget Hearing Date – September 12, 2016 – 6:00 pm
  - 2. Final Budget Hearing Date – September 26, 2016 – 6:00 pmDiscussion regarding improvements needed at the Water Plant and remodeling needed at the Fire Department and Town Hall. Commissioner Aufmuth stated that it's great news that government expenses have gone down by \$30,000, as have street expenses. Town Administrator Gonano has worked for the Town for almost 3 years, we have prepared for emergencies, and she recommends hiring an engineer to draw a schematic for the water plant wiring system. Mayor Pro-Tem Shutterly recommends having an engineer prepare a schematic to bring the water plant up to current code. Mrs. Gonano clarified that the water plant is operational and passes DEP standards. Attorney Lee stated that there is a legal process to follow. Mayor Mance stated that we worked with Florida Rural Water Management (FRWM) and our water lines are not leaking. Commissioner Parker questioned the need to prioritize these projects.  
***Motion made and seconded (Mance/Aufmuth) to accept the roll back rate for 2016-17 of 5.9463; passed 5-0***
- B. Jackie Jones, N. Division St, is requesting signed letters on Town letterhead of appreciation for three of our past commissioners including Stanley Strobles, Chester Dunmore, and herself stating they served the citizens of Micanopy in the position of Mayor/Commissioner. The Commission supports the letters and Mrs. Gonano will provide the letters for the Mayor's signature.

11. New Business
- A. Chris Monaco – Approval for Kiosk Design – Mr. Monaco, Micanopy Trust for Historic Forts & Battlefields, presented the Kiosk Design for the Micanopy Native American Heritage Preserve (MNAHP) site and the proposed sign wording. Discussion ensued regarding construction materials for the large kiosk, which will be constructed from rough-cut cedar and the signs will be screen printed on metal-like park signs. Gary Ellis, Gulf Archeology Research Institute, will put together the kiosk and then take it apart. Hopefully the Town public works employees can pour the concrete and erect the sign at the site. The total cost for the kiosk will be \$3092, with Gulf having \$1000 in labor being contributed to this community project. The Micanopy Trust will pick up half the cost of the project and asked the Town to pay the balance.  
***Motion made and seconded (Aufmuth/Mance) to match the Micanopy Trust for Historic Forts & Battlefields donation by funding 50% of the cost of the kiosk (\$3092); passed 5-0***
- B. Sarah Hunt SHIP Grant Satisfaction of Mortgage – Discussion ensued.  
***Motion made and seconded (Mance/Aufmuth) to approve the satisfaction of mortgage for Sarah Hunt; passed 5-0***
- C. ISO Rate Reduction Strategy – Town Administrator Gonano presented.  
The new ISO requirements are mandating four-person responses to structure fires within contracted response districts. Chief Modican has prepared a plan meeting the new standards for your review. The plan requires that the town purchase five (5) additional dispatch pagers to be assigned to off-duty paid personnel who have agreed to respond in the event of a confirmed structure fire within the MFRD Station 26 response district. He recommends implementing a paid per-call system in the amount of \$150/call. Over the last 2 years, we have had no more than 4 structure fires per year.  
***Motion made and seconded (Aufmuth/Roberts) to approve the plan presented by Chief Modican; passed 5-0***
- D. RTS Transportation Extension Service to Micanopy Discussion – Discussion ensued. Mayor Pro-Tem Shutterly stated that this has been discussed in the past and it will not happen. Mayor Mance stated that we would be required to pay 100% of the cost to have RTS transportation in our Town.
12. Unfinished Business
- A. Frank Dahmer – Public Restroom Facility – Postponed per Mr. Dahmer
- B. Planning & Historic Preservation Board Application for Service – Ann Baird presented her qualifications  
She has lived in our area for 7 years, has a master’s degree in Art History and teaches at Santa Fe College and University of Florida. Ms. Baird related that she has much experience on different boards and worked for the City of Dallas. Discussion ensued.  
***Motion made and seconded (Aufmuth/Mance) to approve Ms. Baird’s application to the Planning & Historic Preservation Board; passed 5-0***
- C. Park Rules & Regulations Signs – Commissioner Parker questioned if all the park signs will be the same and was answered yes. If there is a different rule for a particular park, then a small sign will accompany the standard one.
- D. Tennis Court Resurfacing Estimates – Mrs. Gonano presented. Discussion ensued. Attorney Lee to edit the contract with Tennis Unlimited Maintenance & Supplies, Inc. to come to a mutual agreement before we start work on the tennis court.  
***Motion made and seconded (Aufmuth/Mance) to authorize up to \$4000 to repair the tennis court; passed 5-0***
13. Town Commissioner Reports:
- Commissioner Joseph Aufmuth: No report today.
  - Commissioner Timothy Parker: No report today.
  - Commissioner Mike Roberts: Great Parade – Kudos to the staff. Thank you to Debbie for driving the tractor. Fire works were phenomenal. Holly Morris stated that her friends were here for the day, and they were thrilled with the fire works. Photo Ops were a hit. Everyone did a great job!
  - Commissioner Richard Shutterly: This commission and our boards do work well together for the Town. It is a great community, and we do a pretty good job for them.
14. Mayor Virginia Mance Report: On a personal note, she had surgery 5 days ago and thanks Commissioner Shutterly for sitting in for her tonight. She is healing nicely.
15. Adjourn: 10:00 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**