



MICANOPY, SEMINOLE CHIEF

Minutes

Town Commission
Regularly Scheduled Meeting
Tuesday • November 8, 2016 • 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
• Virginia Mance, Mayor	Present
• Timothy Parker	Present
• Mike Roberts	Absent With Notice
• 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 and Tree Ordinance Workshop on October 11, 2016 and Special Meeting for FRDAP Grant Application Acceptance on October 26, 2016
 - C. Review & Acceptance of Financial Transactions & Reports
Motion made and seconded (Shutterly/Aufmuth) to accept the consent agenda as submitted; passed 4-0
5. Guests: None
6. Citizen's Forum:
 - A. DeDe DesForges, NW Seminary Ave, requests two 20 mph speed limit signs to be placed on NW Ed Glover St between Seminary Ave and Eestaulkee Ave. Discussion ensued.
Motion made and seconded (Aufmuth/Shutterly) to approve purchasing necessary speed limit signs showing 20 mph to post on Ed Glover St; passed 4-0
 - B. Mrs. DesForges is concerned with the speed and route that the Borden's milk truck is delivering to the school twice a week. Discussion ensued. Mayor Mance and Mrs. DesForges will meet with Brenda Maynard regarding this issue. Mrs. DesForges stated that if this issue is not resolved, she will go to the school board.
7. Citizen Board and Committee Reports:
 - A. Planning & Historic Preservation Board – Don Duer presented a verbal report
 - Discussed the Sign Ordinance to see if there is a need for changes, and it will be on the agenda next month.
 - The P&HPB directed Chair Warren to send a letter to the Commission regarding code enforcement problems on Division St and at the Sunoco station, but Mrs. Gonano stated that she had not received the letter. Discussion ensued.
 - B. Tree Committee – Unavailable
8. Town Attorney Report:
 - A. Resolution 2016-09 Cross-Connection Control Plan – Town Administrator Gonano discussed the Department of Environmental Protection's (DEP) inspection of the Water Plant on September 20 which resulted in a report with deficiencies. A deficiency rated as significant against the Town was recorded because of the lack of a Cross-

Connection Control Plan (CCCP) being on file with the DEP. The same deficiency had been recorded with the prior inspection three years prior. DEP corrective action called for a CCC plan to be established, implemented, and submitted to the DEP within 30 days. Both Florida Rural Water Association (FRWA) and the DEP had sent us the same template with which to establish a CCC plan. Town Administrator Gonano wrote the plan, and after being written, the CCC plan resolution is being presented to be passed by the commission.

Commissioner Parker read this resolution and has questions regarding water heaters and town residents who have water provided from both town water and well water. Mayor Pro-Tem Shutterly stated that we already have backflow preventers on commercial accounts, and this plan will require all of our residents to have backflow prevention. Mayor Mance read from a letter in this packet which explained the reasons that a resident would need a backflow prevention device. Mayor Mance acknowledged that in order to be in DEP compliance, we needed to pass this boiler plate resolution within 30 days. Mrs. Gonano has already submitted the unsigned CCCP to the DEP.

Motion made (Aufmuth) to approve Resolution 2016-09 as submitted; Commissioner Aufmuth withdrew his motion.

Discussion ensued. Mayor Pro-Tem Shutterly is concerned that our residents will be required to install backflow preventers, and if they are required, the Town should bear the burden of the cost. Bud DesForges stated that we need a motion to continue discussion on this subject. If someone has a well, then they need a plumber to hook up the connection to avoid problems.

Motion (Aufmuth) to adopt resolution 2016-09 as submitted

Motion fails for lack of a second. Mrs. Gonano will call DEP and let them know that she sent the resolution in good faith but it did not pass a vote of the Commission. She will contact FRWA to determine what situations require a backflow preventer and about water heaters.

- B. First Reading – Ordinance 2016-11 Revisions to Code – Attorney Lee presented the need to revise and correct certain provisions in our Code of Ordinances. Discussion ensued.

Motion made and seconded (Aufmuth/Shutterly) to accept Ordinance 2016-11 as submitted on first reading; passed 4-0

- 9. Town Administrator Report – Mrs. Gonano presented.

- A. 2016 Christmas Party – Possibly make it more of a social occasion with hors d’oeuvres instead of our usual sit-down dinner Christmas party. Commission agrees to make the change.

- 10. New Business:

- A. Street Light Installation on NW 7th Terrace – Commissioner Roberts will discuss this topic next month.

- B. Matthew Palumbo – Application for Appointment to Tree Preservation Committee. Discussion ensued.

Motion made and seconded (Aufmuth/Shutterly) to approve Matthew Palumbo application as submitted; passed 4-0

Commissioner Aufmuth discussed Paul Cohen’s application to the Tree Committee which was applied for after the agenda was posted. Mr. Cohen is qualified and will be an asset to the committee.

Motion made and seconded (Aufmuth/Shutterly) to approve Paul Cohen’s application as submitted; passed 4-0

- C. Sale of Parcel #16520-021-001 - 602 NW 7th Terrace – Mrs. Gonano related that two small parcels owned by the Town had been combined to form .81 acres, fenced along the sides and back, and was ready to sell. This is a nice lot with a good location near the elementary and middle schools and the ball park. Mrs. Gonano suggested a sales price of \$21,000 for this parcel.

Motion made and seconded (Aufmuth/Shutterly) to approve selling parcel #16520-021-000 for \$21,000 as suggested; passed 4-0

- D. Employee Handbook Update – Mrs. Gonano presented

The employee handbook has been outdated for quite some time. She, Mayor Mance, and Attorney Lee have made some changes to this document to bring it up to date. Mayor Pro-Tem Shutterly questioned Attorney Lee if there are any legal issues with this document. Attorney Lee responded that some small changes were corrected. Discussion ensued. Commission directed the Town Administrator to delete the markups and bring this document to the next meeting for their consideration.

11. Unfinished Business:
- A. Landscaping WSPP Funds Project Discussion – Town Administrator Gonano recommends completing this project with our public works employees doing the labor. Discussion ensued regarding cleaning up the medians downtown, adding benches, and planting some native trees and plants.
Motion made and seconded (Aufmuth/Parker) to move forward with public works staff landscaping the medians downtown giving them power to choose landscaping and paying them with Wild Spaces Public Places (WSPP) funds; passed 4-0
 - B. Alachua County ILA 911 Addressing – Discussion ensued. Mayor Mance questioned if the County is going to take advantage of this situation somehow and if eventually there will be a charge for this service? The Commission is against this proposal and has opted not to sign this agreement.
12. Town Commissioner Reports:
- Commissioner Joseph Aufmuth: He has the tree location map from Duke Energy and the water data from FRWA, but has not found a good center line map. A 25’ – 30’ line would give a good idea of the protected trees. The aerial view through the years shows the growth of trees, and he will need more information to locate all the protected trees.
 - Commissioner Timothy Parker: It’s been real and he thinks that a lot has come up in this meeting and it has been a productive meeting.
 - Commissioner Mike Roberts: Absent with notice
 - Commissioner Richard Shutterly: Commissioner Shutterly hates leaving, but he is resigning due to some overwhelming stress and health issues; it is just time. He recommended that Mike Berkowitz would be a good candidate for his seat. Commissioner Aufmuth stated that Commissioner Shutterly has been good for the town and done a lot of good. Mayor Mance stated that he has brought clarity to many issues that have come before them in the past 12 years since she’s been on the Commission.
13. Mayor Ginny Mance Report: Good night and thank you for being here.
14. Adjourn: 8:55 pm

MINUTES APPROVED:

As submitted _____ as amended _____ at Town Commission Meeting _____

Virginia Mance, Mayor

Patty S. Polk, Recorder