Minutes

Town Commission Special Called Meeting Tuesday • January 21, 2014 • 6:30 pm

- 1. Call to Order: 6:30 pm
- 2. Invocation & Pledge of Allegiance to Flag:
- 3. Roll Call:

Commissioners Attending:

•	Joseph Aufmuth	Present
•	Michael Berkowitz	Present
•	Virginia Mance, Mayor Pro-Tem	Present
•	Richard Shutterly, Mayor	Present
•	Jason "Tug" Huddleston	Present
•	Debbie Gonano, Town Administrator	Present
•	Stephen Lee, Town Attorney	Present

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

4. Pre-fab Metal Maintenance/Garage Building Estimates:

A) Olympia Steel

B) Allied Steel

C) Armstrong Steel

Mayor Shutterly presented – Pre-fab metal maintenance building – We have the 3 different quotes on it as well as the discussion we had at our last meeting about the possibility of separating out the erection and looking for more local competitive bids just on the erection. Commissioner Huddleston inquired if we have found local companies for the erection. Mayor Shutterly answered not yet, as we haven't made that decision. We looked at the bids and Olympia Steel is holding their price, Allied will be raising their price, and Armstrong is quite a bit higher. Olympia came down \$500 on the installation. There was discussion of the possibility of moving forward on the building and having the Town Administrator look for bids on the erection and concrete, and we can realistically do that when we have a contract and plans. Commissioner Huddleston is comfortable with that. Mayor Shutterly believes from past experience that the erection costs might be less than the quoted \$15,445. Commissioner Aufmuth wanted to know if we should accept the extras such as doors, a personnel door, insulation, foundation design, etc. After discussion, it was determined that those extras would be needed, but erection and concrete would be priced separately.

Motion made and seconded (Aufmuth/Mance) to approve the quote from Olympia Steel for the building costs and accessories; passed 5-0

5. Gutter and Down Spout Installation on Town Hall (Entire Building & Openings Estimates):

- A. Rain-Flow of North Florida, Inc.
 - 1. Entire Building (no leaf guard) \$4110
 - 2. Openings Only \$2071
- B. Gale Insulation & Specialties
 - 1. Entire Building \$2950
 - 2. Openings Only \$1950
- C. B&T Metal Works, Inc.
 - 1. Entire Building \$9950

Mayor Shutterly presented and it is his opinion that gutters on the entire building are not necessary. Gutters at the entrances may be needed to protect people when they come into the building. Mayor Pro-Tem Mance thinks that gutters around a building will protect a building. If there is no danger of building deteriorating, then we do not need

gutters all the way around the building. Commissioner Aufmuth asked Fro Warren, Chair of the Planning & Historic Preservation Board (P&HPB), for his opinion, and Fro Warren stated that this matter should come before their board for discussion per our new Land Development Code, and he will give his opinion then. Sabine Dickel, P&HPB, stated that gutters at the entrances would be fine. Commissioner Huddleston thinks that the building needs to have gutters all around, it is not the water hitting the building, and it is the water eating away at the foundation that does harm. Commissioner Aufmuth thinks that gutters can do sometimes do more harm than good but it would be nice to come into the building without getting deluged.

Town Administrator Gonano hasn't been here long enough to know if there is a need for gutters. She does know that people complain about standing water and drainage issues. Commissioner Mance compared the three quotes, and Rain-Flow and Gale are close to the same price. Rain-Flow put up our funnel box up by the Library. Mayor Shutterly suggested sending this issue to the P&HPB for their opinion before we move forward. Gutters would be added to the upcoming P&HPB agenda.

6. Duke Energy/Parcel #16720-031-000 Distribution Easement

Motion made and seconded (Aufmuth/Berkowitz) to approve as submitted; Discussion ensued. Attorney Lee reviewed the contract and does not like the wording 'unlimited indemnities.' Mr. Lee does not like unlimited indemnities or any indemnities, but they are legal. He would suggest that the easement agreement wording be changed so that the indemnity is limited to a statutory amount or available insurance whichever is greater. Mayor Shutterly stated that we will send this back to Duke Energy and ask them to amend the contract. Ms. Mance is directly related to this easement agreement, and she will recuse herself.

Motion made and seconded to amended the above motion (Aufmuth/Berkowitz) to adopt the Attorneys language and resubmit to Duke; passed 4-1 (Mance Recused)

Commissioner Mance has recused herself and will sign Form 8B Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers.

7. New Business

- Clean up dates were discussed at length. April 26, 2014 if there is no conflict with anyone involved.
- Fro Warren discussed the possible date of a joint workshop with the Planning & Historic Preservation Board Mondays are the best choice to set up a meeting.
- **8. Adjourn** 7:00PM

MINUTES APPROVED:

As submitted As amended at Town Commission Meeting

Richard Shutterly, Mayor

Patty S Polk, Recorder