## Town of Micanopy

Town Commission

Minutes Regularly Scheduled Meeting

Tuesday • February 12, 2019 • 7:30pm

1.Call to Order: 7:30pm

2. Invocation and Pledge of Allegiance to Flag

3. Roll Call

*Commissioners Attending:*

* Timothy Parker, Mayor Present
* Joseph Aufmuth, Mayor Pro Tem Present
* Virginia Mance Present
* Mike Roberts Present
* Troy Blakely Present
* Debbie Gonano, Town Administrator Present
* Patty Polk, Deputy Town Clerk Present
* Scott Walker, Town Attorney Present
* Andrea True, Town Attorney Present

4. Consent Agenda Approval

 A) Agenda Approval

 B) Minutes of Regular Meeting of January 8, 2019

 C) Review and Acceptance of Financial Transactions and Reports

***Motion made and second (Aufmuth/Mance) to approve the minutes and financial reports as submitted; Passed 5-0***

5. Guests

 A) Carolyn Wallace, Alachua County Library District, Micanopy Branch

The library will be offering income tax preparation assistance through March by appointment only. There will be Valentine’s Day activities offered for children. A Zero Waste program will be offered on February 21st. Headquarters will be offering the Authors Series on February 24th with best-selling author, Lisa Wingate, author of *‘Before We Were Yours’*.

6. Citizen’s Forum

 A) Grace Fuller *(751 NW Seminary Avenue)* loves living in Micanopy and the passionate people. Additionally, she appreciates the professional manner in which the Town is conducted.

 B) Christine Klingston *(16417 SE CR234)* loves Micanopy, and she can’t wait to meet everybody.

 C) Deborah Kennedy *(251 Seminary Avenue)* wanted to know the status of the pergola and the amount of the remaining balance of the 2008 Wild Spaces Public Places (WSPP) funds. Town Administrator Gonano answered that the WSPP 2008 balance is $28,233 (unchanged since July 2017) and the 2016 balance is $57,430. Mrs. Kennedy wanted to know the plans for the funds. WSPP funds oversight is performed by Alachua County for approved projects, which had been previously submitted to the County after receiving input from Micanopy citizens. Gonano clarified that the funds for the Firehouse Playground were coming from the FRDAP grant.

D) Dave Stone *(22840 NW 75th Avenue Road, Marion County)* introduced himself as a house painter who moved to his current address 1½ weeks ago. Mr. Stone described that on a recent visit to the Micanopy ball park, he found that the trash was overflowing, and that there were 3 beer cans, 1 beer bottle, and an open condom in the dugout area. Additionally, he found that the eaves on the building are dry rotted, the bleachers are off-kilter, the batting cage is deteriorating, there are two missing bolts on the slide, and wasp nests had been built under the slide. Mr. Stone wants to bring sports back to Micanopy and offered his services for free to get the ballpark cleaned up by painting, repairing the fences, fixing the wood, and getting the hanging tree limbs down and cleared from the fence line. Mr. Stone is organizing a community clean-up day for the ball park. Mr. Stone stated that he has spoken with the Babe Ruth League, and he believes that he has community support; all he wants is the Town’s approval and the keys to the ball park, and he will not take *‘no’* for an answer.

E) Ed Burnett *(304 SW Whiting Street)* described that he had found brackets busted off the Firehouse Playground equipment and left them at Town Hall a few months ago. Town Administrator Gonano answered that the playground equipment will be repaired in conjunction with the planned FRDAP renovation.

F) Holly Morris *(712 NE Cholokka Blvd.)* reminded the Commission that the pergola structure had passed the P&HPB acceptance procedure and had been put out for bid (only 1 bid had been received in the amount of $55,950) or that the Town public works crew would build the structure. Town Administrator reported to the Mayor that it was felt that the building materials approved by the P&HPB would not withstand the local climate and would not sustain its structure or beauty for long. Bud DesForges *(554 NW Seminary Avenue)* complimented the committee who worked to design the pergola, but reported that the planned cedar veneer over pressure-treated lumber would become a maintenance nightmare, would not last, and he felt that the structure should have been planned to be built solely using pressure- treated lumber. The Commission recommended that the design be sent back to the P&HPB. Frank Dahmer *(201 NE Cholokka Blvd.)* volunteered to be part of the structure-design committee; and stated that he has already located the perfect pavilion kit structure in Pennsylvania. Town Administrator Gonano hoped to recruit some volunteers knowledgeable about construction for the committee.

G) Jennifer Vogel *(353 NW Eestaulkee Avenue)* asked about the WSPP funds; and she wanted to know if the funds were spent on a *‘use it or lose it’* basis. Gonano answered ‘no.’

H) Thomas Vogel *(353 NW Eestaulkee Avenue)* commented that there are ant hills at the ball park.

7. Citizen Boards and Committee Reports

 A) Planning and Historic Preservation Board

 No report.

 B) Tree Committee, Committee Member Paul Cohen

Paul Cohen *(102 NE Seminary Avenue)* reported that Arbor Day is scheduled for April 26.

8. Town Attorney Report

 A) Occupational License

Town Attorney Walker reported that he was working to collect two unpaid occupational license fees.

9. Town Administrator Report

A) Gonano reported that next month we will have two ordinances on the agenda for a first reading: the flood ordinance, revised to comply with State statutes; and a tree ordinance, revised for changes to the the Vegetation Management Plan (VMP).

10. New Business

 A) Website American Disabilities Act (ADA) Compliancy

 Town Administrator Gonano reported that the Town’s website had been unpublished and removed from the web in an effort to protect the Town as a result of its content not being ADA compliant for the blind and/or deaf. The Florida League of Cities reports that since 2015, there has been a substantial increase in the number of municipalities which have been sued by blind and/or deaf individuals for ADA non- compliant websites. In recent weeks, the City of Alachua had received letters from the blind and deaf individuals who have targeted numerous other Florida municipalities. Gonano reported that while municipal settlements to these individuals in 2015 were in the $5,000-$10,000 range, recent settlements have cost municipalities between $10,000-$15,000. Whereas, the Town is not required to provide a website for the citizens, it chooses to do so. Town Administrator Gonano has been contacting website designers in an attempt to obtain prices to build an ADA-compliant Town website. One estimate

 received to provide an ADA-compliant website is $2,000. Web designers should be certified as digitally compliant and meeting federal guidelines *(Web Content Accessibility Guidelines (WCAG 2.0/2.1)*. Commissioner Mance commented that our small Town staff needs to be efficient at so many varied tasks, and that it is impossible for staff to have proficiency in all skill sets. The Town Administrator will check other website designers and receive additional quotes.

11. Unfinished Business

 A) Duke Energy

 1) Proposed Vegetation Management Plan Changes

 Dorothy Pernu, the Duke Energy Government & Community Relations Manager for Micanopy, was present to review proposed and Commission agreed-upon changes to the 2015 Vegetation Management Plan (VMP). Also present from Duke were Nick Esposito and Dusty Bremer, Vegetation Specialists, and Wayne Young, Lighting Specialist. Ms. Pernu expressed frustration that additional Duke clarification edits proposed to the document after receipt from the Town Administrator had not been made; however, Town Administrator Gonano explained that the document had taken about a year for the Tree Committee to prepare, and she had tried to salvage as much of the original language and content as possible. Gonano felt that it was up to the Commission to decide on further edits. Ms. Pernu wanted to change tick marks *(such as 8’ to 8 feet),* wording in the educational material to be supplied, and certificate numbers in lieu of certificate names. In reviewing the VMP, Town Administrator Gonano had compared the tree species listed on the VMP fast-growing and slow-growing lists to the Specimen Tree list prepared by the Tree Committee. What she had found is that there were species included on the Specimen Tree list which were not included on either the fast-growing or slow-growing tree lists; important because those lists would determine how those specific trees would be pruned. Those species had been added to the VMP by the Town Administrator.

 Duke wanted to clarify the language under *Special Conditions* in the VMP to apply to the trimming of all trees and removal of trees less than 8” in diameter on the Town’s right-of-way. There was much speculation from Duke, Attorney Walker, Commissioner Mance, Mayor Pro- Tem Aufmuth, and Mayor Parker regarding the correct language to insert into the VMP. Grace Fuller wanted to know who might be available on days when Town Hall is closed to monitor the tree trimming. Mayor Parker answered that as long as Duke is compliant there should be no problem. Deborah Kennedy voiced her opinion that a Commissioner should be on call when trimming is performed on a Friday, and the Mayor answered that he didn’t know if he could be available. Sandy Tyson asked about cutting palm trees, and Dusty Bremer thought it was better to cut the entire tree down than to cut just above the balls on the top of the tree. Additionally Mrs. Tyson asked about cutting regular trees, and she was told that trees with a diameter of 8” or smaller would be taken down to the ground. Christine Klingston expressed that the trimming might be noticeable right after trimming is completed; but, in a few weeks, trimming would not even be visible. She felt that it was important to keep the lines clear and the power on. Paul Cohen felt that mid-story trees helped reduce wind velocity during hurricanes. Grace Fuller added that tree roots are also important.

 Town Administrator Gonano recommended referring to the VMP in the ordinance rather than to repeat the specific language. This allows for changes to be made to the VMP without changes requiring legal advertising having to be made to the ordinance. Attorney True agreed with that change.

 ***Motion made and second (Aufmuth/Mance) to approve the changes with the following edited language in the Vegetation Management Plan (VMP) Special Condition list: “The VMP applies to the trimming of all trees as stated in the Trimming Plan, as well as allowing the removal of trees less than 8 inches in diameter at breast height.” Additionally, the list of slow and fast-growing trees will be edited, along with ‘inches’ and ‘feet’ ticks; Passed 5-0***

 Dorothy Pernu pointed out that Dusty Bremer will not be on site all day/every day; however there will be a crew supervisor on site.

 2) Duke LED Street Light Proposal

 Wayne Young, Duke Lighting Specialist, presented a proposal to change existing High Pressure Sodium (HPS) street lights to LED lights. Mayor Parker kidded that it appeared that the proposals would cost the Town an additional $66/month to save us money. Mr. Young explained that the energy consumption costs, especially as fuel energy costs increase, would outweigh the additional rental costs of the fixtures. At existing rates, the energy consumption costs of the HPS fixtures is about $450/month; whereas the costs to operate the LED lights would be about $201/month. Wayne Young reported that there is no dimming capability with LEDs; however, there is a choice in bulb wattage. LED lights produce higher lumens at half the wattage. The proposed light fixtures are full cut-off lights, which are directed straight down, not upwards or outwards. A field verification procedure would need to be completed to determine exact equipment being utilized. Mr. Young advised the Commission that eventually HPS fixtures would be discontinued, as parts will not be manufactured; forcing lights to be replaced with LEDs. Mayor Pro Tem Aufmuth commented that we could deal with that issue when the time comes. Commissioner Roberts detailed his past and current efforts to ensure that the street lights remained in working order in an attempt to curtail drug use, break-ins, and high crime rates in certain areas of Micanopy; LEDs might help in that effort. Commissioner Roberts reported that he had been in contact with Hawthorne, Waldo, and High Springs who all had changed to LEDs. Duke offered to replace a portion of the existing HPS fixtures with LED to determine resident response. Liz Boothman *(302 NW Eestaulkee Avenue)* was not in favor of installing the LEDs, as she liked being able to see the stars at night. Ed Burnett, who stated that he is a facility manager, was in favor of installing LED lighting for safety purposes and to save power costs. Mayor Pro Tem Aufmuth reminded all those present that the people at this meeting represent maybe 10% of the population of Micanopy; and he felt that we needed to be careful about the manner in which we might change the character of the Town. Mayor Parker suggested that the lighting change proposal might be controversial to some residents and should be sent to the P&HPB for consideration.

 ***Motion made and second (Aufmuth/Mance) to send the issue to the P&HPB for consideration; Passed 4-1 (Roberts opposed)***

B) David Fox, Grant Administrator

 1) Community Action Task Force (CATF) Appointments

Town Administrator Gonano presented five applications for appointment to the CATF, which serves as an advisory board for the CDBG: 1) Patricia Bannister, 2) Elizabeth Boothman, 3) Judy Galloway, 4) Jeannette Climpson, and 5) Steve Lord. The CATF members do have to comply with Sunshine Laws.

***Motion made and second (Aufmuth/Roberts) to accept the applications to the CATF; Passed 5-0***

2) CDBG Neighborhood Revitalization Grant Survey Status

 David Fox reported that they had performed a random, door-to-door survey of Micanopy, as the grant administrators, to determine if Town residents served by the Micanopy water system would qualify for at least 51% Low-to-Moderate (LMI) income status. The survey results showed that the Town was 72% LMI (63% with the margin of error). Mayor Pro Tem Aufmuth questioned the significant difference in the 2010 Census results of 50½% LMI and the survey results; pointing out that the Town could be missing out on significant funding because of the inaccurate 2010 Census results. The completed survey results are good for CDBG purposes for a period of five years. The results mean that the Town is not limited to Housing Rehabilitation, but could submit in the Neighborhood Revitalization category. The process is to hold a CATF public hearing to discuss possible projects. The CATF will make a recommendation to the Commission for a project; however, the Commission is not obligated to accept the recommendation. The grant administrator will meet with Town staff to determine a possible project list for CATF consideration. CDBG applications are due in April or May 2019.

3) FRDAP Firehouse Park Recreational Grant Status

 David Fox updated the awarded grant status to report that the Town is in the process of compiling a commencement package. Town Administrator Gonano reminded the Commission that the Town is responsible for laying out the money up front ($50,000) and then submitting for reimbursement of those funds. The funds are to renovate the basketball court, provide playground equipment, cover the cost of additional picnic facilities, provide additional trash receptacles, and provide for shade trees.

C) Estimates to Remove and Replace Town Hall Cast Iron Drains

The Commission had directed Town Administrator Gonano to receive at least one more estimate for removing and replacing all of the cast iron drains in Town Hall. The cast iron drain pipes to be removed and replaced in the ceiling space of the library included the pipes in the boys and girls restrooms (sinks, toilets, urinal, and floor drains), janitorial room, kitchen, water fountain, and the vertical drain in the downstairs mechanical room. Despite calls to four additional plumbers, the Town was able to receive only one additional estimate. The total three estimates received are as follows: 1) Sunshine Plumbing & Gas, LLC $9,350, 2) W.W. Gay $14,567, and 3) JW Freeman Plumbing, LLC $21,800. Town Administrator Gonano reported that the Town had used Sunshine Plumbing for previous jobs, and she recommended that the Commission vote to accept their proposal. Bud DesForges wanted to know the extent of the work performed by Sunshine Plumbing for the Town, and Deputy Town Clerk Polk answered that they had repaired the septic system and handled other plumbing jobs. Mr. DesForges spoke highly of W. W. Gay, but admitted that he knew nothing about Sunshine Plumbing. Town Administrator Gonano responded that all of the vendors had received the exact same information for the proposed scope of work and all three of the estimates proposed the exact same work to solve the problem. Gonano reported that the public works crew will repair the walls and tile.

***Motion made and second (Roberts/Aufmuth) to accept the proposal from Sunshine Plumbing; Passed 5-0***

 D) Town Hall Maintenance Project Status

Town Administrator Gonano reported that the upstairs maintenance and paint project is nearing completion including the carpet installation, inside and outside stairwells, ceiling grids and tiles, and LED light fixtures. Gonano reported that staff will probably work on the downstairs restroom prior to grass-growing season, and the remainder of the downstairs project will be put on hold for the summer. Gonano will put together a budget to complete the downstairs project, which she will present to the Commission for approval. With Commission approval, the downstairs project might include wallpaper and paneling removal, installation of beadboard and wood flooring in the office and Commission chambers, removal and reinstallation of updated tile in the hallway and restrooms, painting of the ceiling grid and new ceiling tiles, LED lighting, creation of a half-wall with a counter top into the records room (providing seating for the Town Administrator and Deputy Town Clerk during meetings), removal of the current seating for the Administrator and Town Clerk (creating additional resident seating for meetings), a new counter top and wainscoting for the dais, and new furniture.

12. Town Commissioner Reports

* Mayor Pro Tem Aufmuth – Mayor Pro Tem Aufmuth thanked everyone for their support; with his new term completed, he will have 21 years of service to the Town. Aufmuth complimented the ball park effort and asked Mr. Stone to work with the Town Administrator. Aufmuth offered congratulations to the CATF members.
* Commissioner Mance – Commissioner Mance, due to health concerns, read a resignation letter, which was effective immediately, to her fellow Commissioners, Mayor, Town Staff, and residents.
* Commissioner Roberts – Commissioner Roberts related that he felt that the County had been dragging their feet on the lights at the Hwy. 441 & CR234 intersection. Roberts, answering the Mayor, thought that his next step would be to question the County Road Department about the status of the lights. Additionally, Roberts asked about the status of the P&HPB recommendation for the rear door handicapped entrance; Attorney True answered that the P&HPB were researching the issue.
* Commissioner Blakely – Commissioner Blakely supports ball park efforts and is willing to help. Additionally, he thanked Commissioner Mance for all she’s done for the Town.

13. Mayor Tim Parker Report – The Mayor appreciates all the efforts put forth on the Duke VMP, and he expressed his opinion that Duke is willing to work with the Town. The Mayor thanked the grant administrators for their hard work and the staff for remodeling work on Town Hall. The Mayor thanked Commissioner Mance with heartfelt admiration for her guidance and help. Thanks to everybody for coming tonight. The provisions in the Charter will be followed to fill Commission Seat #3.

14. Adjourn 10:08 pm

**MINUTES APPROVED:**

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

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**Timothy Alvin Parker, Mayor Debbie Gonano, Town Clerk**