****

Town Commission

Minutes Regularly Scheduled Meeting

Tuesday • July 9, 2019 • 7:30pm

1.Call to Order: 7:31pm

2. Invocation and Pledge of Allegiance to Flag

3. Roll Call

*Commissioners Attending:*

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

4. Consent Agenda Approval

 A) Agenda Approval

 B) Minutes of Regular Meeting of June 11, 2019 and Fire Station Renovation Workshop Meeting of June 18, 2019

 C) Review and Acceptance of Financial Transactions and Reports

***Motion made and second (Parker/Burnett) to approve the consent agenda; Passed 5-0***

5. Guests

6. Citizen’s Forum

A) Jeanie Caracciolo *(102 SW Ed Glover)* read a statementthat she had written acknowledging that there were improvements in power failure issues; appreciation for the flashing light improvements to the CR234 & Hwy. 441 intersection; addressing the high millage property tax rates in Micanopy and Alachua County vs. the lack of value received by owning property and living here; unreliable internet service, especially for businesses; lack of tree debris pickup after Hurricane Irma; Communication Service Taxes (CST) collected on cell phone invoices; and lack of hospitality from their neighbors.

B) Sandy Tyson *(252 NW Seminary)* thanked the Town staff for the Independence Day festivities and pointed out that the tree trimming in the downtown historic district islands should be leveled up for aesthetic purposes. Mayor Aufmuth answered that the Town was leery about performing any tree trimming downtown after past criticism from downtown merchants and vile comments from *Micanopy Matters* social media users. Mayor Aufmuth would like a consensus from downtown merchants about what tree trimming might be agreed to prior to completion.

7. Citizen Board and Committee Reports

 A) Planning & Historic Preservation Board (P&HPB) of June 25, 2019

Chair Fro Warren was present at the meeting and gave a report on the following:

1. Variance to build on a non-conforming lot at 102 SW 6th Street (Parcel #16720-028-016) – approved
2. Still evaluating the entrance stairs at the rear of Town Hall
3. Evaluating Airbnb documents and primary vs. accessory structures

1. Discussion regarding toxicity of rubber tire mulch used on playgrounds

Attorney Walker addressed the Competitive Consulting Negotiation Act (CCNA) selection applicability and found that other municipalities were running smaller projects through smaller engineering groups and larger projects to larger engineering groups; it’s a procedure that the Town might want to consider. Gonano reported that the EAR was forwarded to the State by North Central Florida Regional Planning Council (NCFRPC), and that the Town will probably have it back by September for a final reading.

 B) Tree Committee

No report.

8. Town Attorney Report

A) Status of Acquisition of CR234 Bypass Property (Parcel #16811) & Entrance Triangle

Attorney Walker reported that he had contacted DOT General Council, David Robertson, and asked about the DOT’s needs for the bypass parcel. Attorney Robertson indicated that the parcel is titled to the Florida Internal Improvement Fund, the entity which holds state surplus property. Attorney Walker asked for the Town to acquire the entire 206.8 acres, and he is waiting for information from Brad Richardson, his point of contact at the Internal Improvement Fund. Attorney Walker indicated that he will need to intervene with the Department of Environmental Protection and indications are that the Town will probably be denied, but he will be persistent.

B) Answering Town Administrator Gonano, Attorney Walker has not yet made contact with Alachua County about acquisition of the CR234 entrance triangle, but he will do so.

9. Town Administrator Report

 A) Preliminary Annual Budget 2019-2020

 1) Vote on Rollback Rate 5.6542

 2) Tentative Millage/Budget Public Hearing Monday, September 9, 2019

 3) Final Millage/Budget Public Hearing Monday, September 23, 2019

Town Administrator Gonano explained that, as property values increase, the rollback millage rate decrease produces the same amount of tax revenue as the previous year. Once the Commission accepts a millage rate, the final millage rate adopted in September can decrease, but never increase. Gonano addressed previous comments about high millage rates by clarifying that Micanopy receives a small portion of the ad valorem taxes collected by Alachua County *(about 25%)*. Answering Mayor Aufmuth, Gonano detailed that the projected budget would cover the $25,000 CDBG leverage for the water plant, $25,000 for downstairs Town Hall renovation, and Wild Spaces Public Places (WSPP) funding for ballpark improvements. The Commission would need to decide what financial commitment to make towards fire station renovations.

***Motion made and second (Roberts/Parker) to adopt the Rollback Rate of 5.6542; Passed 5-0***

Mayor Aufmuth announced that the Tentative Millage/Budget Public Hearing will be held on Monday, September 9 @ 6pm followed by the Final Millage/Budget Public Hearing to be held on Monday, September 23 @ 6pm.

 B) Dead Trees Removal Estimates

Gonano presented two cost proposals for the Commission’s review to remove a dead pine and two dead water oaks. Corey Ferguson’s estimate was $2,000 and Jason Perry had submitted a proposal in the amount of $2,250.

***Motion made and second (Parker/Roberts) to accept Corey Ferguson’s proposal of $2000; Passed 5-0***

10. New Business

 A) CDBG Grant Resolutions

Mayor Aufmuth, accompanied by David Fox of Fox Enterprises, explained that the following resolutions were perfunctory actions which were required as a result of the HUD CDBG Neighborhood grant award in the amount of $600,000 designated for water plant improvements, primarily well drilling. Bud DesForges *(554 NW Seminary)* asked about the actual cost of drilling a new well and how any excess funds might be allocated. The Mayor answered that as a Town providing water for an entire community, there are requirements for drilling a public well that are not applicable to private property owners. Further, the CDBG application included *unmet need* projects for any excess funds not spent on the primary project.

 1) Resolution 2019-06 Affirmative Action EEO Policy

 Attorney Walker read Resolution 2019-06 by title only.

 ***Motion made and second (Blakely/Parker) to approve Resolution 2019-06; Passed 5-0***

 2) Resolution 2019-07 Complaint and Grievance Procedures

Attorney Walker read Resolution 2019-07 by title only.

 ***Motion made and second (Blakely/Burnett) to approve Resolution 2019-07; Passed 5-0***

 3) Resolution 2019-08 Procurement Policy

Attorney Walker read Resolution 2019-08 by title only.

 ***Motion made and second (Blakely/Parker) to approve Resolution 2019-08; Passed 5-0***

 4) Resolution 2019-09 Citizens Participation Plan

Attorney Walker read Resolution 2019-09 by title only.

 ***Motion made and second (Parker/Burnett) to approve Resolution 2019-09; Passed 5-0***

 5) Resolution 2019-10 Prohibition on Use of Excessive Force Policy

Attorney Walker read Resolution 2019-10 by title only.

 ***Motion made and second (Roberts/Burnett) to approve Resolution 2019-10; Passed 5-0***

 6) Resolution 2019-11 Anti-Displacement Relocation Policy

Attorney Walker read Resolution 2019-11 by title only.

 ***Motion made and second (Burnett/Parker) to approve Resolution 2019-11; Passed 5-0***

11. Unfinished Business

 A) Waste Pro Contract – Dayna Miller, Municipal Marketer

Attorney Walker summarized the proposed three-year contract with Waste Pro, the Town’s solid waste disposal company. The contract freezes prices for the initial three-year contract period (August 1, 2019 through July 31, 2022) and provides for two one-year extensions. *(Prices going into effect on August 1st are: Residential $19.19; Commercial 96 Gallon Toters $32.00; 2-Yard Dumpster 1xWeek $79.59, 2xWeek $159.17; 4-Yard Dumpster 1xWeek $159.17, 2xWeek $318.34; 6-Yard Dumpster 1xWeek $238.76, 2xWeek $477.51; 8-Yard Dumpster 1xWeek $318.34, 2xWeek $636.68.)* Non-containerized yard debris piles must be bundled and cannot exceed 4’ high x 4’ wide x 8’ long. Tree limbs must not exceed 4’ in length, 4” in diameter, or 40 lbs. in weight. Answering Commissioner Roberts, Dayna Miller stated that it would not be financially beneficial for the Town to go to a month-to-month basis. As Town Administrator Gonano had not received the most recent copy of the contract from Attorney Walker’s office, the updated version of the contract will be provided to the Town and signed by the Mayor upon receipt.

***Motion made and second (Parker/Roberts) to approve the Waste Pro contract; Passed 5-0***

 B) Duke Energy LED Street Light Conversion Proposal – Field Verification by the Middle of September

Town Administrator Gonano related that Duke had reported that the field verification required for the LED light installation would probably be completed by the middle of September.

 C) Water System Improvements – Estimate for Hydrogen Peroxide Tank Installation

US Water, the Town’s water operator, and Florida Rural Water Association (FRWA), suggested stepping up the Town’s flushing efforts as a first phase to control our disinfection byproduct (DBP) issue. Gonano was asking for the Town to order and install controller/valve combinations on all Micanopy manual flush stand/blow offs to ensure proper and consistent flushing. US Water and FRWA were hopeful that this measure might eliminate the need for chemical modifications or additions. Town Administrator Gonano was asking for the Town to purchase (25) controller/valve combinations at a price not to exceed $5,500. If necessary, it had been suggested that the addition of a ground storage tank to be used as a contact chamber for water treated with hydrogen peroxide could be a long-term solution to the DBP issue. Town Administrator Gonano reported that FRWA had expressed interest in possibly determining the feasibility of using a hydrogen peroxide tank for the pre-treatment of water to combat the DBP issue in the water system prior to disinfection and distribution. The Town is waiting for action from the FRWA engineer. Additionally, chloramines have not been ruled out as a long-term solution in the event that hydrogen peroxide is determined not to be a feasible option. DBPs in Micanopy are likely the result of adding chlorine, which is required by DEP, to water where organic matter is present; possibly caused by intrusion from Paynes Prairie.

***Motion made and second (Roberts/Burnett) to purchase twenty-five automatic controller/flush valves at a cost not to exceed $5,500; Passed 5-0***

D) Ballpark Improvement Project

Town Administrator Gonano and Commissioner Roberts had met at the ballpark and come up with a list of needed improvements and asked the Commission to issue some Requests for Proposal (RFPs) in answer to those needs. Commissioner Roberts wanted to replace the roofs with standing seam metal roofs and wrap the fascia boards with aluminum, repair the bleachers, replace the picnic tables, add playground equipment to the playground area, and replace the existing playground surface with an alternative turf product. Gonano relayed that the County-held $85,000 WSPP 50/50 matching funds are available for approved renovation projects (which projects have to ensure public use of the improvements) and Mayor Aufmuth voiced his opinion that the $85,000 match might be better suited for a large project; however, the funds are available for projects valued at $5,000 or more. Gonano reported that there seems to be a disconnect between the Commission’s vote in June 2017 to move forward with the building at the ball park using the matching WSPP funds of $85,000 and the Commission’s June 2018 vote to place the ball park recreation building third on the capital improvement project list behind fire department and Town Hall renovation; and she felt that this disconnect would have to be addressed by the Commission at a future date. Mayor Aufmuth, responding to Cheryl Roberts explained that the recreation building was still on the table, but that the Town was trying to meet immediate capital improvement needs and that there were many elements of the project, including estimates and location, that would have to be approved prior to building a ballpark recreation building. The Commission asked for the RFP to go out within 30 days so that the issue might be on the August agenda. The Mayor was comfortable with allowing the Town Administrator to come up with the best funding arrangements for ballpark improvements.

1. RFP Roofs

Mayor Aufmuth asked Commissioner Roberts to work with Town Administrator Gonano to create an RFP to replace the roofs on the concession stand, (5) dugouts, and (2) score box booths; the Commission asked that the RFP detail price information for each structure for both a standing seam metal roof and classic ribbed metal roof; including aluminum-wrapped fascia. Answering the Commission, Gonano reported that public works could replace the roofs, but preferably not. The reroofing would involve replacing plywood decking, repairing and/or replacing rotten wood, and debris removal.

***Motion made and second (Roberts/Parker) to issue an RFP and receive bids for both standing seam metal roofs and classic ribbed metal roofs; Passed 5-0***

1. Bleacher Repair

Sandy Tyson asked about using recycled plastic to repair the bleacher seats in lieu of pressure-treated wood; but it was felt that the long spans of seating on the bleachers might not support weight requirements. Commissioner Roberts had gotten some prices to fix the bleacher seats with pressure-treated wood.

***Motion made and second (Roberts/Parker) to approve costs not to exceed $2,000 to repair the bleacher seats; Passed 5-0***

1. Picnic Table Replacement

Town Administrator Gonano had researched metal picnic tables, but Mayor Pro Tem Parker wanted to replace the existing plastic-coated metal tables (which had been burned and the plastic coating melted by grills being placed atop the tables) with concrete tables and benches. Gonano was looking to replace four of the five existing picnic tables, and the additional fifth picnic table being abandoned as it was located in a sunny area. Estimates will be obtained for the picnic tables. Commissioner Burnett thought that the Town should consider installing free-standing grills, but Commissioner Roberts indicated that there were some already existing at the ballpark.

1. Playground Equipment

Mayor Pro Tem Parker wanted to consider playground equipment without tunnels or enclosed areas. Commissioner Roberts answered that we need to err on the side of caution, but that we needed to provide a place for children to play at the ballpark. The citizens expressed an interest in old-school playground equipment (slides and swings), but preferably in a shady location.

***Motion made and second (Roberts/Burnett) to approve playground equipment at a cost not to exceed $22,000 (playground equipment only); Passed 5-0***

Commissioner Roberts mentioned installing a sun shade and an alternative playground surface. Estimates of costs will be sought for those options.

1. Restroom ADA Compliancy

Mayor Pro Tem Parker wanted to assess restroom door opening sizes for ADA compliancy. Gonano reported that David Fox had just completed a check of ADA compliancy for publicly-accessed Town properties for CDBG grant purposes.

***Motion made and second (Parker/Roberts) to assess ADA compliancy of the ballpark restroom doors; Passed 5-0***

E) Fire House Renovation Project

1) Architectural Drawings

***Motion made and second (Parker/Blakely) to adopt the conceptual drawing produced by Paul Stresing, with comments from the Chief, and use that drawing as a basis to move forward. Motion and second withdrawn.***

Mayor Aufmuth offered that he felt that the Town should not ‘put all their eggs in one basket’ and that we should consider other possibilities, including additional information produced through discussions between the Town Administrator and Chief regarding base-plan needs. Mayor Pro Tem Parker wanted to use Paul Stresing’s drawing as a basis for obtaining other estimates of cost. Commissioner Burnett agreed that the Commission had asked the Chief to come up with a general statement of work including a statement of need, and he felt that the Paul Stresing drawing exceeded needs. Gonano had consulted with Chief and put together a general statement of work requested by the Commission based on those discussions. The revised drawing, not intended to be ‘to- scale’ plan, deleted the east/west extensions and porches on the Paul Stresing drawing and extended the living quarters to the north only with four bunkrooms and an office area. When asked for comment, Chief Modican answered that the revised design prepared by him and Gonano met bare-bones necessities. Since the revised drawing was not drawn to-scale, Chief agreed that if the planned expansion did not allow for four bunk rooms, three would be adequate. Mayor Pro Tem Parker thought that Mr. Stresing could use the scaled-down plan and ask him to revise his drawing accordingly. Mayor Aufmuth summarized previous discussions about the Competitive Contractors Negotiation Act (CCNA) and design-build options, and he asked Town Attorney Walker about our next steps. Walker answered that we could proceed by asking for Request for Qualifications (RFQ) from architects using the conceptual drawing provided by Mr. Stresing; from which the architects can develop a list of specs and contract documents on which general contractors would bid. Otherwise, using Mr. Stresing’s drawing, the Town can piggy-back on other existing municipal contracts (such as, Paul Stresing’s contract with the City of Newberry). Walker explained that if the bids come back too high, the Town can work with the architect to cut expense. Bud DesForges clarified that if the Town were to do a design-build contract, the chosen contractor will manage the project and will already have subcontractors (a structural design group, electrical, HVAC, etc.) in place to expedite the project; Mr. DesForges summarized that a design-build firm will make the process easier. Otherwise, per Mr. DesForges, a conventional process would involve hiring an architect to draw the plans and a list of specs, put it out for bid, and hire a construction management company to handle the project. Commissioner Roberts expressed concern and asked that we contact Alachua County to determine if the County has plans to build a County fire station south of the Prairie; Chief answered that there are no current plans to do that. Town Administrator Gonano thought it would be prudent to ask for an estimate of architect’s costs.

***Motion made and second (Parker/Burnett) to ask Paul Stresing to provide a cost for architectural services and a drawing based on the revised sketch; Passed 5-0***

2) Mold Testing – Fire Station

Mayor Aufmuth presented four quotes obtained by Town Administrator Gonano for mold testing: Vince McLeod, CIH $705, Luce Air Quality $660-$735, Air Spec, Inc. $950, and Advanced IAQ $700. Commissioner Burnett confirmed that an air sample will be taken from inside the building and compared to a sample taken outside; and that the type of mold to be tested for is aspergillus. It was discussed that the fire station bay area would not need to be tested. Mayor Aufmuth passed to gavel to Mayor Pro Tem Parker.

***Motion made and second (Aufmuth/Roberts) to hire Vince McLeod to test the fire station living quarters at a cost not to exceed $705; Passed 5-0***

12. Town Commissioner Reports

* Commissioner (Seat 2) Parker – Mayor Pro Tem Parker expressed gratitude that we’re making progress on the fire station. Additionally, Parker thought that we should make a good effort to acquire the CR234 Bypass Property and that it would make a good location for Duke’s proposed battery energy storage site. Additionally, there will be some grants available for septic tank replacement. A good meeting.
* Commissioner (Seat 3) Burnett – Commissioner Burnett agreed that Paynes Prairie’s surface water had an effect on our water quality, and he had researched the suggested hydrogen peroxide solution to water DBP issues. Burnett thought that the hydrogen peroxide solution would be a good option, and if FRWA is recommending that, we should move forward. Additionally, it would help with iron issues.
* Commissioner (Seat 4) Blakely – Commissioner Blakely acknowledged that we have water quality issues and that about 50% of our population is low-income and would need financial help with new septic tank requirements.
* Commissioner (Seat 5) Roberts – Commissioner Roberts had heard good comments about the July 4th parade.

13. Mayor Aufmuth Report – The Mayor appreciated community participation, the Commission members, and Town Staff.

14. Adjourn 10:06pm

**MINUTES APPROVED:**

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

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Joseph L. Aufmuth, Mayor Debbie Gonano, Town Administrator/Clerk**