



"The Crossroads to the Future"

Town Council Meeting Minutes

October 7, 2019

7:00 P.M.

Present at Meeting: Mayor Fontes, Mr. Bass, Mr. Mellecker, Mrs. Shaw, Mrs. Kirk, Mrs. Graham, Mrs. Smith, Mr. Branham, Mrs. King, Mr. Williams, five (5) members of the Community, and two (2) members of the Media.

Absent: Mrs. Knagge

- **Call to Order** – Mr. Bass at 7:00PM
- **Pledge of Allegiance to Flag & Invocation** – Mr. Bass
- **Visitors Welcomed & Reminded Meeting Minutes are Being Recorded** – Mr. Bass
- **Persons Wishing to Address Council – 3 Minute Limit**
 - Wanda Nichols -- Relay-4-Life Western Nassau -- 543378 US 1, Callahan, FL. 32011
 - Let the Council know that with their help Relay-4-Life Western Nassau County was able to raise over \$28,000 last year and all those monies stay local
 - Asked that the Council to donate to the cause again this year
 - Council Consensus to add to the next Agenda for consideration

- Mike Cole -- Keep Nassau Beautiful -- 961687 Gateway Blvd #101G, Fernandina Beach, FL 32034
 - Updated us on the progress of the program:
 - flyers to go out soon
 - date set for this is November 16th at the Train Depot from 9:00-11:30 AM
 - will accept old tires, prescription drugs, and a variety of other items which will be listed on the flyer other items will be listed on the flyer
 - Council Consensus to add to next meeting for discussion

▪ **Minutes**

- Motion to Approve the Minutes by Mr. Mellecker and 2nd by Mrs. Smith
 - Discussion: None
 - Motion Carried

▪ **Treasurer's Report**

- Motion to Approve the Treasurer's Report by Mr. Mellecker and 2nd by Mrs. Shaw
 - Discussion: None
 - Motion Carried

▪ **Presentations**

- Girl Scouts -- Brenda Dillard and Sandy Phips -- 77227 Andora Drive Yulee, FL 32097
 - Asking for assistance to help our local fire fighters this holiday season as you have graciously done in years past
 - Mr. Mellecker asked if it included our local law enforcement again as well.
 - Mrs. Phips said that they will be doing a separate benefit for Law Enforcement called "Cookies for Cops" and will let us know of when that benefit will take place as well
 - Council Consensus to add to next Agenda for discussion

▪ **Business**

- Barnabas
 - Mayor stated they requested by mail that we consider a donation to help with their efforts
 - Council Consensus to add to next Agenda for discussion
- Resolution 2019-R21 – FRDAP Grant Submission
 - Motion to Approve Resolution 2019-R21 by Mrs. Shaw and 2nd by Mrs. Smith
 - Discussion: None
 - Motion Carried

- Design Criteria Package
 - Motion to Table the Design Criteria Package until October 21st, 2019 by Mrs. Shaw and 2nd by Mrs. Smith.
 - Discussion: Nothing
 - Motion Carried

- Salaries
 - Mayor presented list of all employees, boards, and elected officials salaries
 - Motion to Approve 2% rate increased to salaries by Mrs. Shaw and 2nd by Mrs. Smith.
 - Discussion:
 - Mr. Bass asked about previous raises. Mr. Fontes said the last 12 years being on council he has not known of a raise to have been given.
 - Mr. Mellecker asked if this was a merit raise, Mr. Fontes responded by saying no this is a 2% raise increase based upon our budget & cost of living
 - Motion Carried

- Department of Economic Opportunity Grant
 - Mayor Fontes said everything is still on course with the grant

Review & Approval of Town Expenditures

- General Fund **\$24,797.21**
 - Motion to Pay the General Fund by Mr. Mellecker and 2nd by Mrs. Smith.
 - Discussion: None
 - Motion Carried

- Water & Sewer Fund **\$6,253.54**
 - Motion to Pay Water & Sewer Fund by Mrs. Smith and 2nd by Mrs. Shaw.
 - Discussion: None
 - Motion Carried

- Water & Sewer Adjustments
 1. Mrs. Cruz on Evelyn Street
 - Motion to approve adjustment of \$40.40 by Mrs. Graham and 2nd by Mrs. Smith
 - Discussion: None
 - Motion Carried

- Water & Sewer Disbursements -- None

■ **Around the Council Table**

- **Mayor** – Said he is here for the Town of Callahan and still would like to request that the council not approve a pay increase for him
- **Mrs. Smith – Parks** – Said she is not that involved in others time frame of working, however she does recall that at some point she received a form requesting that Mrs. Knagge worked hours over time at \$12 dollars and hour
- **Mrs. Graham – Water & Sewer** – Asked about the Mr. Thomas law suit on Airstream Ave. Mr. Branham said the suit was filed 2 weeks to 10 days ago. Also she wants to develop and or create a formula on performance upon producing results for pay increase in the Mayors pay and the Clerks pay that has specific language. Mr. Branham said he will look at trying to write up or come up with a formula for that. Mr. Branham also let Mrs. Graham know that at any time under Chapter 53, we can approve any increase in pay that the council agrees upon
- **Mrs. Kirk – Treasurer** – Nothing
- **Mrs. Shaw – Streets** – Reminded us that December 13th, 2019 is our Christmas Dinner. We will be having prime rib, possible turkey and of course all of us bringing some fixings. And please bring gifts for children under 18 years of age
- **Mr. Mellecker – Zoning** – Confirmed about Christmas gifts from council and Fire Department
- **Mr. Branham – Attorney** – Nothing
- **Mrs. Knagge – Clerk** – Absent – Assistant to the Clerk (Krista King): Nothing
- **Mr. Williams – Town Manager** - Nothing
- **Mr. Bass – Council President & Fire** – Said to put salary compensation on October 21st agenda

■ **Adjourn**

- Motion to adjourn by Mr. Mellecker and 2nd by Mrs. Shaw. Motion Carried.
- Time: **7:39 PM**



John Kenneth Bass, Council President

Stephanie Knagge, Town Clerk