



“The Crossroads to the Future”

## Town Council Meeting Minutes

December 7, 2015

7:00 P.M.

**Present at Meeting:** Mayor Rau, Mr. Bass, Mrs. Smith, Mrs. Kirk, Mr. Mellecker, Mrs. Shaw, Mr. Fontes, Mrs. Knagge, Mr. Branham, Mr. Williams, Laura Mock, and two (2) members of the Media.

**Absent:** None

---

- I. **Call to Order** – Mr. Bass at 7:02 PM.
- II. **Pledge of Allegiance to Flag & Invocation** – Mr. Bass
- III. **Visitors Welcomed & Reminded Meeting Minutes are Being Recorded** – Mr. Bass
- IV. **Persons Wishing to Address Council – 3 Minute Limit** – None
- V. **Minutes**
  - Motion to Approve the Minutes by Mr. Fontes and 2<sup>nd</sup> by Mr. Mellecker.
    - Motion Carried.
- VI. **Treasurer’s Report**
  - Motion to Approve the Minutes by Mrs. Shaw and 2<sup>nd</sup> by Mrs. Smith.
    - Motion Carried.

## VII. Presentation

- Callahan Middle School AVID Program – Laura Mock – AVID & Drama Teacher
  - AVID = Advancement via Independent Determination
  - 20% of the 75 students in the program live within the Town Limits.
  - Goal is to help kids from homes where no one has ever went to college know that they can and helps them with the skills to do so.
  - Mr. Fontes stated he has subbed for this class and what they are doing is great.
  - Mrs. Mock asked the Council to consider donating \$500 for enrichment activities and to come and speak with the Youth on being involved in local government &/or Council's other jobs.
  - Council Consensus to add a Resolution to the next Agenda to determine the amount.

## VIII. New Business

- Assistant Chief for Volunteer Fire Department
  - Mr. Bass stated that Mr. Watts had given his notice as Assistant.
  - Mr. Bass stated that Chief O'Steen has recommended that Mr. Mike Guinn be named as Assistant Chief effective immediately. Mr. Guinn has been a part of the squad for many years and would be a great asset to the Administrative team.
- Motion to Appoint Mr. Guinn as Assistant Chief by Mr. Fontes and 2<sup>nd</sup> by Mr. Mellecker.
  - Motion Carried.

## IX. Recurring Business

- Water & Sewer Adjustments -- None

## X. Review & Approval of Town Expenditures

- General Fund **\$10,387.80**
  - Motion to Pay the General Fund by Mrs. Smith and 2<sup>nd</sup> by Mrs. Shaw.  
Motion Carried.
- Water & Sewer Fund **\$9,832.16**
  - Motion to Pay Water & Sewer Fund by Mr. Mellecker and 2<sup>nd</sup> by Mrs. Shaw.  
Motion Carried.
- Water & Sewer Disbursements **\$972.74**
  - Motion to Pay Water & Sewer Disbursements by Mr. Fontes and 2<sup>nd</sup> by Mrs. Shaw.  
Motion Carried.

## XI. Around the Council Table

- Mayor -- Nothing

- **Mrs. Smith – Parks** -- Nothing
- **Mr. Fontes – Water & Sewer**
  - Would like to apply for a \$500,000 grant from St. John’s River Management District to help improve the water system. The Town would be responsible for about \$50,000 to oversee the Grant.
  - Still applying for the CDBG Grant for \$650,000 to connect the Town’s water lines to increase pressure and handle more.
- **Mrs. Kirk – Treasurer** – Nothing
- **Mrs. Shaw – Streets**
  - Susan has asked if the Council would be interested in doing a small bio & picture for the Town’s website. Mr. Fontes & Mr. Mellecker said no.
  - The West Nassau Cheerleaders have won State again, so the sign needs updating.
- **Mr. Mellecker – Zoning** – Nothing
- **Mr. Branham – Attorney**
  - Spoke with Broker on Property near Ewing Park and the Agent was sure if the Town offered in the \$300K range the owner would likely take it.
- **Mrs. Knagge – Clerk**
  - Christmas Party on the 18<sup>th</sup> at 6:30. Come early if you can help with set up, and remember that Elected Officials are handling Clean Up.
  - We need to nominate someone to the OPHA board to represent the Town. Mr. Hugh Graham has offered to represent us.
  - Motion to Appoint Mr. Graham to the OPHA Board by Mr. Fontes and 2<sup>nd</sup> by Mr. Mellecker. Motion Carried.
- **Mr. Williams – Town Manager** -- Nothing
- **Mr. Bass – Council President & Fire**
  - Thanked Mrs. Shaw & Mayor Rau for meeting with the NCSO to discuss school traffic issues.
  - Stated the Town had taken first place in the Christmas Parade again.
  - Stated that the purchase of the Water Tanker is almost finalized.
- Mr. Fontes asked if we needed to have a Resolution for Town Holiday’s. Mrs. Knagge stated not unless we wanted to change them again. Mr. Branham said if we were wanting to change them it would need to be done by Ordinance not Resolution. Council Consensus that the dates did not need to be changed again.

**XII. Adjourn**

- Motion to adjourn by Mr. Fontes and 2<sup>nd</sup> by Mrs. Smith. Motion Carried.
- Time: 7:38 PM



---

**John Kenneth Bass, Council President**



---

**Stephanie Knagge, Town Clerk**