

“The Crossroads to the Future”

## Town Council Meeting Minutes

November 19, 2018

7:00 P.M.

**Present at Meeting:** Mayor Rau, Mr. Bass, Mrs. Shaw, Mr. Mellecker, Mrs. Smith, Mrs. Kirk, Mr. Fontes, Mr. Branham, Mrs. Knagge, Mrs. Graham, Mr. Williams, ten (10) members of the Community, and two (2) members of the Media.

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- I. **Call to Order** – Mr. Bass at 7:02 PM
- II. **Pledge of Allegiance to Flag & Invocation** – Mr. Bass & Pastor Clowers
- 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 Mrs. Shaw and 2<sup>nd</sup> by Mr. Mellecker.
    - Discussion: None
    - Motion Carried
- VI. **Business**
  - Swearing In of Mayor – Marty Fontes
    - Mayor Rau thanked the Town for allowing him to serve over 25 years.
    - Mayor Rau swore Mr. Fontes in as Mayor with the Oath of Office.
    - Mayor Fontes thanked Mayor Rau for his service to the Town.

- Swearing in of Elected Officials
  - Stephanie Knagge – Mayor Fontes sited the Oath of Office with Mrs. Knagge while her husband, Randy Knagge, held the Bible.
  - Janet Shaw -- Mayor Fontes sited the Oath of Office while Mrs. Knagge held the Bible.
  - Kathy Smith -- Mayor Fontes sited the Oath of Office while Mrs. Shaw held the Bible.
  - Donna Kirk – Mayor Fontes sited the Oath of Office while her husband, David Kirk, held the Bible.
  - Shirley Graham – Mayor Fontes sited the Oath of Office while her husband, Hugh Graham, held the Bible.
  
- Election of Council President
  - Mrs. Smith nominated Mr. Bass to continue as Council President.
  - Mr. Mellecker nominated Mrs. Graham.
  - Mr. Branham stated it needed to be a Council vote with Mr. Bass & Mrs. Graham recusing themselves.
  - Lengthy Discussion.
  - Mrs. Smith – Mr. Bass
  - Mrs. Shaw – Mr. Bass
  - Mr. Mellecker – Mr. Graham
  - Mr. Bass will continue as Council President.
  
- Assignment of Positions by Council President
  - Lengthy Discussion.
  - Mrs. Graham – Water & Sewer
  - Mrs. Smith – Parks & Town Promotions
  - Mrs. Shaw – Streets
  - Mr. Mellecker – Zoning
  - Mr. Bass – Fire Department
  
- Resolution 2018-R23 – Relay4Life
  - Motion to donate \$500 for Relay for Life by Mrs. Shaw and 2nd by Mr. Mellecker.
  - Discussion
    - Mrs. Knagge stated we donated to them in February, but this donation would be for the 2019 Relay.
  - Motion Carried
  
- Development Agreement – Axis-Plex Apartments – Tabled & Removed from Agenda.
  - Mrs. Shaw read a statement to the Town stating that she didn't agree with the Apartments, but sometimes due to laws the Council's hands are tied not to vote a certain way.
    - Lengthy Discussion.
  
- Access Road Agreement – Axis-Plex Apartments – Tabled & Removed from Agenda.

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- Callahan Elementary Fun Run
  - Mrs. Knagge stated we received a letter asking us to Sponsor the Fun Run which supports JDRF & Equipment for School, and she reviewed the different Sponsor Levels.
  - Mrs. Smith stated we should do the \$100 Sponsorship
  - Mrs. Graham stated she doesn't feel we should give them anything. The School Board buys them supplies.
  - Mayor approved \$100, and his wife & he would use the two entries.
  
- Special Event Sign – The Nassau County Chamber for Christmas Parade
  - Mrs. Knagge stated that The Chamber of Commerce asked if they could post special event signs for the Parade and the Arts & Crafts Fair.
  - Mr. Branham stated they could not.
  - Lengthy Discussion.
  - Mr. Williams read in the Code where it says it can be approved by the Council.
  - Mr. Branham stated they could not, and he would sent the FAQ sheet to Mrs. Knagge.
  - Mrs. Graham stated she would speak with The Chamber.
  
- Out with a Boom Fireworks Spectacular
  - Mrs. Knagge stated the total donations to date were \$2,600.
  - Mayor Fontes stated he has a meeting next Monday with Mr. Gaus & the Fireworks people to finalize plans, and locations.
  - Mayor Fontes encouraged everyone on the Council & in the Audience to donate, and encourage their friends to, as well. This is a great start to having more family oriented things for our citizens.

### **Review & Approval of Town Expenditures**

- General Fund **\$8,814.35**
  - Motion to Pay the General Fund by Mr. Mellecker and 2<sup>nd</sup> by Mrs. Smith.
    - Discussion: None
    - Motion Carried
  
- Water & Sewer Fund **\$11,082.23**
  - Motion to Pay Water & Sewer Fund by Mrs. Shaw and 2<sup>nd</sup> by Mrs. Smith.
    - Discussion: None
    - Motion Carried
  
- Water & Sewer Adjustments -- None
- Water & Sewer Disbursements -- None

## VII. Around the Council Table

### ➤ Mayor Fontes

- Need to finalize Town Calendar at next meeting.
- Passed out card with his new Mayor Phone number on it.
- Working with Office Staff on Accounting & Payroll improvements. With QuickBooks class Lorna & Krista may be able to handle the Bookkeepers job, and just have a final review every year.
- Need to work on some of the Town Ordinances that just aren't clear.
- Would like to work on Chapter 162.8 Utility Tax – Should be solely Water & Sewer, and has been going into the General Fund. Would like to earmark half to pay down the debt of the Water & Sewer plant.
- Would like to be sure that every item purchased is charged to the line item it was purchased for.
- Having an all employee meeting on Wednesday morning at 8:30 AM, and then will meet with each individually to hear any complaints or ideas.
  - Would like to meet with each Council person for their concerns and goals for 2019.
  - Town Motto will be, "Work Smarter, Not Harder!"
- Recommending a 4<sup>th</sup> Signer, Maybe Mr. Williams or Mr. Bass, on the Accounts, because sometimes when we have CDBG checks, etc. that need signed ASAP it's hard to get 2 people here.
  - Mr. Knagge stated that Mr. Williams can't be a signer because he's an employee, and has a high purchasing authority for his department.
- We will need to have a 2<sup>nd</sup> Meeting in December to cover the Public Hearings coming up.

### ➤ Mrs. Smith – Parks

- Encouraged everyone to go the Parks and see all of the improvements Mike & his crew have been doing.
- We are going to need to extend the fence to the end of the Property, and it will need to match the existing.
- The new equipment will be installed next Monday or Tuesday.
- FDOT got back with me and there has been 16 crashes there in the last 5 years. They will be adding double signs on the right & left side of the road, and reflective strips in the next couple of weeks.

### ➤ Mrs. Graham – Water & Sewer -- Nothing

### ➤ Mrs. Kirk – Treasurer -- Nothing

### ➤ Mrs. Shaw – Streets -- Nothing

### ➤ Mr. Mellecker – Zoning – Nothing

### ➤ Mr. Branham – Attorney – Nothing


### ➤ Mrs. Knagge – Clerk -- Nothing

- **Mr. Williams – Town Manager** -- Nothing
- **Mr. Bass – Council President & Fire**
  - Spoke with Dr. Burns and when we have the meeting with the School Board in January we will discuss more than about the traffic pattern.
  - Asked Mrs. Knagge to look into switching the advertising & hosting each year.
- **Mr. Bass opened floor to the Audience for Comment**
  - Captain Larry Downey stated the Fair Funds of \$9,000. Would like to request to spend about \$400 on the Santa Run. Mayor approved. Reminded everyone to bring a gift to the Christmas Party for the Santa Run.
  - Mayor thanked Pastor Clowers for the Invocation & always being willing to help wherever needed.

**VIII. Adjourn**

- Motion to adjourn by Mr. Fontes and 2<sup>nd</sup> by Mr. Mellecker. Motion Carried.
- Time: **8:27 PM**

  
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**John Kenneth Bass, Council President**

  
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**Stephanie Knagge, Town Clerk**

If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.