

“The Crossroads to the Future”

Town Council Meeting Minutes

December 3, 2018

7:00 P.M.

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

Absent: Mrs. Shaw & Mrs. Kirk

- I. **Call to Order** – Mr. Bass at 7:01 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. Mellecker and 2nd by Mrs. Smith.
 - Discussion
 - Replace page 2 due to Scrivener’s Error
 - Motion Carried
- VI. **Treasurer’s Report**
 - Motion to Approve the Treasurer’s Report by Mrs. Smith and 2nd by Mr. Mellecker.
 - Discussion: None
 - Motion Carried

VII. Business

- Public Hearing
 - Ordinance 2018-004 – Annexation of Parcels: 19-2N-25-0000-0150-0010 & 19-2N-25-0000-0150-0000
 - Read by Title by Mr. Branham.
 - Closed Regular Meeting & Opened Public Hearing at 7:05 PM
 - No Public Comment
 - Closed Public Hearing & Reopened Regular Meeting at 7:05 PM
 - Motion to accept Ordinance 2018-004 by Mr. Mellecker and 2nd by Mrs. Smith.
 - Discussion: None
 - Motion Carried
 - Ordinance 2018-005 – Re-Zoning of Parcels: 19-2N-25-0000-0150-0010 & 19-2N-25-0000-0150-0000
 - Read by Title by Mr. Branham.
 - Closed Regular Meeting & Opened Public Hearing at 7:07 PM
 - No Public Comment
 - Closed Public Hearing & Reopened Regular Meeting at 7:07 PM
 - Motion to accept 1st Reading of Ordinance 2018-005 by Mrs. Smith and 2nd by Mr. Mellecker.
 - Discussion: None
 - Motion Carried
 - Site Plan Review of Journey Callahan - 450027 Old Dixie Hwy.
 - Mr. Mellecker read recommendation of Planning & Zoning Board to approve the Site Plan.
 - Motion to accept Site Plan by Mrs. Smith and 2nd by Mr. Mellecker.
 - Discussion
 - Lengthy Discussion
 - Closed Regular Meeting & Opened Public Hearing at 7:13 PM
 - Mr. Larry Downey asked if there would be a drive through. Mr. Williams stated that there would be.
 - Mayor asked if there would be a potential extra building. Mr. Williams stated that not at this time, but they 5.3 acres, and are using 3.9.
 - Closed Public Hearing & Reopened Regular Meeting at 7:15 PM
 - Motion Carried
- Appointment of President Pro-Tem
 - Mrs. Smith nominated Mrs. Shaw to continue in the position.
 - Mayor stated he spoke with Mrs. Shaw, and she is willing.
 - Council Consensus for Mrs. Shaw to be President Pro-Tem.

- Approval of 2019 Calendar
 - Motion to Approve the 2019 Calendar by Mrs. Smith and 2nd by Mr. Mellecker.
 - Discussion: None
 - Motion Carried
- Review of Code Chapter 162-8
 - Mayor recommended either following the Code as written or write a new Ordinance with corrections to make sure the correct monies are being used in the correct accounts. He stated their needs to be a brick wall between accounts.
 - Council Consensus to follow the Ordinance as written.
- Assign 4th Signer for Town Accounts
 - Mayor recommended that we add a 4th signer for when there are needs, and others aren't available.
 - Mr. Mellecker asked if this has really been an issue when there are 3 signers.
 - Mrs. Knagge stated the main issues have been when Grant monies need to be spent within a certain time frame.
 - Motion to add the Council President as a 4th signer on the accounts by Mrs. Smith and 2nd by Mr. Mellecker.
 - Discussion: None
 - Motion Carried
- Out with a Boom Fireworks Spectacular
 - Mrs. Knagge - Total donations so far: \$4,100. Mayor encouraged everyone in the room to consider donating.
 - Mayor stated he & Mr. Schwend had met with the Fireworks Company, the Athletic Director, and the Principal.
 - The Softball team will have special tailgating area behind the football field for a few.
 - The Football & Band Boosters will have concessions.
 - Caleb Bryan's Band will be providing entertainment, and we are working on other music.

Review & Approval of Town Expenditures

- General Fund **\$14,873.55**
 - Motion to Pay the General Fund by Mrs. Mellecker and 2nd by Mrs. Smith.
 - Discussion
 - Mrs. Graham wanted to know what the \$145 charge for temporary help was for. Mayor Rau stated it was for Mary who is helping himself, Michael, and the Clerk in the office with Records, and other tasks, as needed. Mrs. Graham stated she thought Records were the Clerk's job. Mrs. Knagge stated, while it is her job she is still trying to sift through years of Records that weren't done correctly according to the Law. She also stated that with the growth of the Town Susan is helping more in the office and has no time to help with Records.

- Motion Carried
- Water & Sewer Fund **\$5,705.42**
 - Motion to Pay Water & Sewer Fund by Mr. Mellecker and 2nd by Mrs. Smith.
 - Discussion: None
 - Motion Carried
 - Water & Sewer Adjustments
 - Lisa Shannon – Pumpkin Court
 - Overage of 15,000 gallons from a broken pipe fixed by the Landlord.
 - Motion to refund \$60.60 to Lisa Shannon for the sewer by Mrs. Graham and 2nd by Mr. Mellecker.
 - Discussion: None
 - Motion Carried
 - Water & Sewer Disbursements
 - \$152.90 Water & Sewer Fund + \$295.61 Active Customers = \$448.51 Total
 - Motion to disperse \$448.51 by Mrs. Graham and 2nd by Mrs. Smith.
 - Discussion: None
 - Motion Carried

VIII. Around the Council Table

➤ **Mayor**

- Reminder there will be a 2nd Meeting on the 17th of this month.
- Grants – CDBG – Looking next year to see where we stand to finish up the Previous Grants & Depot Park.
- SRF Grant – Would like to hold off for a while.
- Had a meeting with the Clerk & Mike, and would like to make some adjustments to the Personnel Policy. Mr. Branham will work on an Ordinance for 1st Reading on the 17th.
- Would like to look into hiring an entry level person to train and get certifications to work towards when Mr. Williams leaves. Lengthy Discussion.
- Water & Sewer Enterprise Fund – Mr. Branham stated there is no legal prohibition and it is still run like private companies. Audit finding for not charging enough. Mayor stated he would like to look into charging out of Town customers more to help offset the cost for our Residents.
- Would like to look into hiring a Paving Contractor to handle milling and resurfacing to work on making the Town's roads better.
- Would like everyone to please remember to contact Department Heads before asking the Employees to complete a task, and the department heads will prioritize the tasks to be completed.
- Friday at 4:00 PM is Judge Foster's Retirement Party for anyone who would like to attend.
- Boys & Girls Club has requested funds, and I am not recommending it.

➤ **Mrs. Smith – Parks**

- New Equipment is up at the Park.

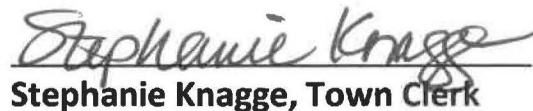
- **Mrs. Graham – Water & Sewer** -- Nothing
- **Mrs. Kirk – Treasurer** – Absent
- **Mrs. Shaw – Streets** -- Absent
- **Mr. Mellecker – Zoning** – Nothing
- **Mr. Branham – Attorney** – Nothing
- **Mrs. Knagge – Clerk**
 - Schedule 4 hour Ethics Training Date – Would like to also incorporate Parliamentary Procedures.
 - Don't forget gifts for the Santa Run on Friday night at the Christmas Party. \$5-\$10 gift for a boy & a girl. Does not have to be wrapped, but if you do be sure to label as Boy or Girl with age ranges.
 - Santa Run will be on the 15th. The ROTC has been collecting toys.
- **Mr. Williams – Town Manager**
 - Correction for the Record – The total site where Journey is going is 32 acres. They own 5.3 acres.
- **Mr. Bass – Council President & Fire**
 - Asked Clerk if she had heard from Dr. Burns about the joint meeting.
 - Clerk will email again.
- Mayor Fontes reminded everyone about the Christmas Party at 6:30 PM on Friday night. Be sure to bring the kids!

IX. **Adjourn**

- Motion to adjourn by Mr. Mellecker and 2nd by Mrs. Smith. Motion Carried.
- Time: **8:17 PM**



John Kenneth Bass, Council President



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.