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**HIGH SPRINGS SPECIAL CITY COMMISSION MEETING
MINUTES
JULY 17, 2012**

Called to order at 6:38 pm.

Invocation by Pastor Terry Hull, High Springs Church of God.

Pledge of Allegiance.

Roll Call: Mayor Dean Davis – Present
Vice Mayor Bob Barnas – Present
Commissioner Sue Weller – Present
Commissioner Linda Gestrin – Present
Commissioner Scott Jamison – Present

Staff Present: City Manager Jeri Langman
Finance Services Director Helen McIver
Chief of Police J.S. “Steve” Holley
Fire Chief Bruce Gillingham
City Attorney Ray Ivey
Executive Secretary Ginger Travers

Microphone testing performed by all commissioners at request of Mayor Dean Davis.

CONSIDER RESOLUTION 2012-I, A RESOLUTION OF THE CITY OF HIGH SPRINGS, FLORIDA; RELATING TO THE PROVISION OF FIRE SERVICES, FACILITIES AND PROGRAMS IN THE CITY OF HIGH SPRINGS, FLORIDA; ESTABLISHING THE ESTIMATED ASSESSMENT RATE FOR FIRE SERVICES ASSESSMENTS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2012; DIRECTING THE PREPARATION OF AN ASSESSMENT ROLL; AUTHORIZING A PUBLIC HEARING AND DIRECTING THE PROVISION OF NOTICE THEREOF; PROVIDING AN EFFECTIVE DATE.

Resolution 2012-I read by Attorney Ivey. Commissioner Weller asked Chief Gillingham to come to the podium and asked the purpose of this resolution, was it to determine the fire assessment rate? Chief Gillingham explained that we have the option of going between \$73-\$112. The amount chosen tonight will be the highest they can go but they can always lower it. They would have until August 23 to make final rate decision. Commissioner Weller states she forgot at the beginning of the meeting that she wanted to move Item #4 up on the agenda. *Motion Commissioner Weller to move Item #4 to the top of the agenda. Second Vice Mayor Barnas. Motion carried.*

REVIEW AND DISCUSSION OF THE PROPOSED 2012/2013 FIRE DEPARTMENT BUDGET.

Chief Gillingham pointed out changes that needed to be made prior to discussion. Vice Mayor Barnas asked what the bulk of the increase was. Gillingham stated there is an increase in the number of volunteers so salary is increase to pay them, they need to replace washers and dryers, ice machine, and

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bunker gear needing to be replaced every so many years. Due to regulations, they cannot use the same washers for bunker gear that they use for uniforms. They also need to use a separate one due to blood borne pathogens. He will be looking for grants to help purchase uniforms as well as other things. Commissioner Gestrin asked about the increase in repair and maintenance of vehicles. Gillingham responded that we are purchasing a new truck so expense would not be so much. The construction of the addition was discussed stated they hope start to finish will be 3-6 months. They hope to go out for bid in late August. Mayor Davis asked who had been to look at our current ice machine which also supplies ice to various other departments. Chief Gillingham stated Charles Berg and that new ones he has looked at on the internet cost around \$3,500 but he has not checked state contract. Mayor Davis asked if the budget was increased by a certain percentage or just line by line. Gillingham stated he first did it by percent and then looked at some of the line items and made adjustments. General discussion on lack of revenues from Alachua County. Mayor Davis asked if each fireman had their own gear of which Chief Gillingham stated yes they do as this is standard they are supposed to be. Mayor asked if there is any option of having two people share their gear and Chief Gillingham said he would have to explore that. Mayor Davis asked if there was no increase could the department go on. Chief Gillingham said he would be very hard but yes, they would make due, but if they are going to keep expanding, the budget needs to do the same. He further explained that a ConEx box is a training structure that we would need to acquire for training. City Manager Langman added the many ways that the volunteers assisted when Tropical Storm Debby came through. Chief Gillingham added that by using them, it minimized overtime as not to have to have certified firefighters being used. Commissioner Weller asked if he could bring back a budget at a minimum with exceptions being what is needed for the volunteers, washer/dryer, and ice machine. Gillingham pointed out they are also going to need to replace three bay doors, due to the new truck, at a cost of \$4,000-\$4,500. Commissioner Gestrin said she is not in favor of raising taxes and fees and looks forward to getting the \$288,000 off of the books so we can apply for grants. Vice Mayor Barnas questioned City Manager Langman and Finance Services Director Helen McIver about not showing transfers. Mrs. Langman stated the commission had requested the first budget not showing any transfers. Commissioner Weller commented that even with reducing line items, she thinks we will still need to raise the fire assessment.

Ron Langman, 16455 NW 257th Drive, stated the failure rate for restaurants in Alachua County is 90-95% and we could probably get names of some of them to see if we could get some of that equipment. Mayor Davis was in favor of this. Tom DePeter spoke of a past fire assessment study. Chief Gillingham would like us remain at the current dollar amount and our deadline for GSG is tomorrow (Wednesday, July 18, 2012) so we need to adopt a rate tonight. Chief Gillingham provided timeline for meetings, deadlines, etc. **Motion Commissioner Weller to approve Resolution 2012-I, setting fee at \$112. Second Commissioner Jamison.** Tom DePeter spoke again saying a lot of people will expect a lower millage due to this fee being raised. Commissioner Gestrin supports leaving the assessment at \$73 and leaving the budget where it was. Commissioner Jamison agrees with setting it high to have the flexibility to change it if it is not needed. Commissioner Weller thinks it is important to start out high and even if all departments come before the board with their budgets like 2011/2012, we will still need to find more money. Mayor Davis thinks the city should have a central purchasing agent. City Manager Langman stated we are in the process of doing central purchasing. **Roll call vote: Commissioner Jamison – yes; Commissioner Gestrin – no; Commissioner Weller – yes; Mayor Davis – no; Vice Mayor Barnas – no. Motion failed 3-2. Motion Vice Mayor Barnas to set fee at \$99. Second Commissioner Weller. Roll call vote: Mayor Davis – yes; Vice Mayor Barnas – yes; Commissioner Weller – yes; Commissioner Gestrin – no; Commissioner Jamison – no. Motion carried 3-2.**

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Mayor Davis stated he wanted to change his vote. City Attorney Ray Ivey said this would be a reconsideration so it cannot be changed.

DISCUSS AND CONSIDER APPROVAL OF PURCHASE OF EZ911 CAD SOFTWARE AND LICENSING PERMIT/CONTRACT.

City Manager Langman passed out a letter and read it into the record regarding getting a CPA firms opinion. General discussion about the budget. The contract for the EZ911 CAD Software is for \$39,200. Two payments would be required at \$19,600 each. Mayor Davis asked if his was an essential piece of equipment, Chief Holley said it is. ***Motion Vice Mayor Barnas to approve EZ911 contract, using contingency funds to purchase it. Second Commissioner Gestrin.*** Commissioner Weller asked if this will give the officer's everything they have now, Chief Holley said it would and we will still have mutual aid. The only difference is ACSO deputies will not be monitoring our channel like we are all on the same channel now. Commissioner Jamison asked if contingency funds were the same as emergency funds and, if so, what will we do if we have an emergency, like a storm. Mayor Davis asked what we currently have in contingency funds and Helen McIver responded \$83,000. Tom DePeter stated that making a motion to spend these funds without a budget amendment would be violation of Florida State Statute 166.241. ***Vice Mayor Barnas withdrew his motion.*** More discussion of procedures and legal issues. ***Motion Vice Mayor Barnas to purchase EZ911CAD Software after adding that proper line item to the budget, using contingency funds for this.*** Chief Holley stated Motorola had not given him their contract yet so there will be several things to be funded. ***Vice Mayor Barnas withdrew his second motion.*** Vice Mayor Barnas asked if holding a meeting on Thursday night at 6:00 pm to handle the amendment of budget and putting dollar amounts in line items, moving dollars from contingency, financing for Motorola, etc. City Manager Langman asked if staffing should be added to this request as well. Chief Holley said he had three people who just tested for 911 certification, one going next Monday, one already certified, two officer certified. If none are suitable, we will need to hire people prior to the 30th to send them to school. Commissioner Weller thinks the board needs to have everything on paper that will be needed in the budget so it can be amended. ***Motion Commissioner Weller to put this on the July 19, 2012 agenda at 6:00 pm. Second Commissioner Gestrin. Commissioner Weller amended her motion by adding amend as needed for publication. Second Commissioner Gestrin.*** Citizens who spoke were Tom DePeter, Robyn Rush and Ron Langman. Mayor Davis said he believes that need the total they are going to have to spend. ***Amended to the motion carried.*** City Manager Langman asked about cancelling the upcoming meeting on outsourcing. Consensus of the commission that was okay. ***Original motion carried.***

REVIEW AND DISCUSSION OF THE PROPOSED 2012/2013 REVENUES.

Finance Services Director McIver stated the report that was provided shows correct numbers for proposed 2012/2013 revenues but there will be a new report coming out with YTD 2012 thru 6/30/12. Commissioner Weller stated it appears there is at least a \$300,000 shortage. McIver went over items and pointed out this shows no transfers. Vice Mayor Barnas reminded everyone he recently spoke with a representative from the Alachua County Tax Collectors office about the money they give us from the tag agency. He further stated he is a proponent of getting rid of it but maybe we should ask for a new contract as the one we are under is very old.

Motion to adjourn at 8:55 pm.