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CITY COMMISSION MEETING  
MINUTES  
AUGUST 25, 2016

Vice Mayor Gloria called the meeting to order at 6:32 p.m.

Invocation by Commissioner Jason Evans.

Pledge of Allegiance.

Roll Call: Mayor Byran Williams – Absent  
Vice Mayor Gloria James – Present  
Commissioner Jason Evans – Present  
Commissioner Scott Jamison – Present  
Commissioner Sue Weller – Present

Staff Present: Ed Booth, City Manager  
Jenny L. Parham, City Clerk  
Angela Stone, Assistant City Clerk  
Scott Walker, City Attorney  
Courtney Johnson, Assistant City Attorney  
Joel Decoursey, Police Chief  
Antoine Sheppard, Police Department Lieutenant  
Scott Thomason, Building Official

**APPROVAL OF AGENDA:**

**Motion Commissioner Evans to approve the Amended Agenda, as presented.  
Second Commissioner Weller.  
Motion carried 4-0.**

**APPROVAL OF MINUTES:**

**Motion Commissioner Weller to approve the minutes as presented for July 14, 2016 Commission Workshop August 9, 2016 Budget Workshop.  
Second Commissioner Evans.**

**Motion carried 4-0.**

**PRESENTATION OF FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM (FRDAP) GRANT CHECK FOR PHASE 1 OF WALTER HOWARD PARK GRANT PROJECT BY PARK MANAGER GEORGE PAXTON.**

Park Manager George Paxton presented the City, Vice Mayor James and City Manager Ed Booth, with a Grant Check for Phase 1 of Walter Howard Park.

**CITIZEN REQUESTS AND COMMENTS – FOR ISSUES NOT ON AGENDA (PLEASE STATE NAME FOR THE RECORD – LIMIT COMMENTS TO 5 MINUTES)**

Mike Davis spoke of the trucking of HK Logistics. He stated he was here and spoke to the commission about this issue in May and wants the issue heard by the codes board. Mr. Davis stated that there are six unhappy neighbors. He asked that something be done for the citizens that live in the neighbor. Attorney Walker stated he will get with the City Manager and evaluate the situation and will advise of where we are at with this issue.

**NEW BUSINESS**

**DISCUSS AND CONSIDER COMPENSATION TO JOHN AND GERTIE KELLY FOR HOME DAMAGE.**

Mr. Booth spoke of the issue with the Kelly's home. He states that the permit was issued a few years ago and they built this home on their own; after an old building was torn down. He adds that the new home has been built over a sewer line. He states that one of footings was near the sewer line and appears to have clipped the line causing a leak. He states there is damage to the home. He states he does not see where the city is liable for the home repairs, but we did pay for the repair to the sewer line and we have rerouted the line.

John and Gertrie Kelly gave an overview. Mrs. Kelly states that there were leaks that caused water damage, and they had a their plumber come out. After putting three holes in their floor, they find out it was a leak in the sewer line. She spoke of meeting with the City Manager and being blown off about their issue, but was told to contact Vice Mayor James to be put on the agenda. She states they have done everything that they were supposed to do.

Commissioner Evans asked if was a sewer main or the line from the grinder pump.

Mrs. Kelly stated that even after the sewer line was rerouted they had an issue with the breaker at the box being off.

David Benton, Public Works Director, stated that the line that goes from the grinder to the road was the leaking line. He states that the plumber rerouted the line and he is not sure why the breaker was off.

Commissioner Weller asked if the home was bigger than the previous home. Mr. Benton stated he did not know.

Commissioner Weller asked if there is anything that requires the City to locate the line. Mr. Benton stated that by law you have to call Sunshine before you dig.

Scott Thomason stated that the contractor of record is to do the line locate prior to. He states that the city is required by State Statute to provide an owner builder with an Owner Builder Disclosure Statement. He states that the city provides the owner builders with this statement; he adds that in 2014 it was a Florida State Statute requirement. Mrs. Kelly stated she has been through the paperwork and did not receive this owner builder statement.

Jerome Mazon stated he assisted the Kelly's with the building of the home. He spoke of the issue with the line and that if the location of the line was an issue this should have been brought up by the city.

Attorney Walker states that when the line goes from the City right-of-way to the house it is the land owners responsibility. Mr. Thomason stated in a Gravity System that is so. Mr. Benton stated with the grinder pump system that the owner is responsible for the line from the house to the grinder. Attorney Walker stated that the city will not know if someone inadvertently nicked a line. He asked when the problem began. Mrs. Kelly stated in July.

Attorney Walker stated what this family went through is terrible. He states that the City has to treat everyone the same. He states that the city is not legally responsible for this situation. He states that we have rerouted the line at the city's expense and he does not even know if we were legally responsible for that.

Mrs. Kelly stated that the city should have known there was a line there.

**Motion Commissioner Evans to table until the next commission meeting.  
Second Commissioner Weller.  
Motion carried 4-0.**

**CONSIDER RESOLUTION 2016-U, A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS ADOPTING UPDATED MUNICIPAL FEES FOR THE BUILDING DEPARTMENT SERVICES; AND PROVIDING AN EFFECTIVE DATE.**

Scott Thomason, Building Official, gave an overview of the fees that have been changed.

Commissioner Weller asked if he compared to municipalities in our area. Mr. Thomason stated yes, and Cities of the same size.

Attorney Walker Read Resolution 2016-U by title only.

**Motion Commissioner Evans to approve Resolution 2016-U by title only.  
Second Commissioner Weller.**

**Roll call:**

**Vice Mayor James- yes  
Commissioner Evans- yes**

**Commissioner Jamison- yes**  
**Commissioner Weller- yes**

**Motion Carried 4-0.**

**REVIEW AND CONSIDER AGREEMENT WITH CAROL ROWAN FOR THE  
MANAGEMENT OF THE HIGH SPRINGS FARMER'S MARKET.**

**Motion Commissioner Weller to approve the agreement with Carol Rowan for the management of  
the High Springs Farmer's Market.**

**Second Commissioner Jamison.**

**Motion carried 4-0.**

**CONSIDER APPROVAL OF ENGINEERING SERVICES AGREEMENT WITH MITTAUER  
& ASSOCIATES, INC. FOR THE CAMP KULAQUA/SRWMD PROJECT.**

**Motion Commissioner Jamison to approve the Engineering Services Agreement with Mittauer &  
Associates, Inc. for the Camp Kulaqua\SRWMD Project.**

**Second Commissioner Evans.**

**Motion carried 4-0.**

**AUTHORIZATION TO PROVIDE LEGAL SERVICES PERTAINING TO ETHICS  
COMPLAINT.**

Attorney Walker stated that the City Attorney's office cannot represent this. They would request to  
enter into the reimbursement process with an outside office through our insurance company. He  
states that this issue is currently confidential and cannot go into the details.

Mr. Booth stated he contacted the Ethics Commission and they would have the report in about two  
weeks.

**Motion Commissioner Evans to give authorization to provide Legal Services pertaining to the  
Ethics Complaint.**

**Second Commissioner Weller.**

**Motion carried 4-0.**

**REVIEW FINANCIAL REPORTS FOR JUNE, 2016.**

Mr. Booth gave an overview of the financial reports for June 2016.

Commissioner Weller asked if there are any departments that are looking to be over. Mrs. Stull stated  
that some of the departments are under and we will be paying off some of their outstanding loans.

Commissioner Jamison stated that he would like us to stay conservative; we need to live within our means.

**CONSIDER APPROVAL OF ENGINEERING SERVICES AGREEMENT WITH MITTAUER & ASSOCIATES, INC. FOR SEPTIC TANK ABATEMENT GRANT PROJECT.**

Mr. Booth stated that the City has been granted \$144,000.00 in grants to install 14 grinder pumps, and we will need to have engineering done for this project.

Commissioner Weller asked if there are impact fees. Mr. Booth stated that the impact fees are \$2,120.00.

Mr. Booth advised that all 14 property owners have been notified, and they were informed that we were looking for grant funding, that we have now have located and it is time to move forward.

**Motion Commissioner Evans to approve the Engineering Services Agreement with Mittauer & Associates, Inc. for the Septic Tank Abatement Grant Project.**

**Second Commissioner Weller.**

**Motion carried 4-0.**

**CONSIDER APPROVAL OF AGREEMENT FOR ARCHITECTURAL SERVICES WITH BRAME HECK ARCHITECTS, INC. FOR THE FARMER'S MARKET PAVILION.**

Attorney Walker stated this is a standard AIA contract.

Mrs. Stull states that this architect has done projects with the USDA. She added that approving this will help us move forward.

**Motion Commissioner Weller to approve the Agreement for Architectural Services with Brame Heck Architects, Inc. for the Farmer's Market Pavilion.**

**Second Commissioner Evans.**

**Motion carried 4-0.**

**CITY ATTORNEY REPORT/UPDATE**

Nothing at this time.

**CITY MANAGER REPORT/UPDATE**

Presented pictures of the playground equipment at the Civic Center and Catherine Taylor Park that has been updated with grant funding.

Advised that we had a successful FLC Conference in Hollywood, Fl. He states that on the 31<sup>st</sup> the Vice President of PNC Bank, which he met at the conference, will be here to discuss our bond and possible

options. Mrs. Stull states that there are usually upfront costs with refinancing. She states that we will bring the numbers to the commission once we have the information.

Presented pictures of the Water Plant and the new improvements in order to go from gas chlorine to liquid and adding the hydrogen peroxide.

### **COMMENTS AND CONCERNS:**

#### **COMMISSIONERS**

Commissioner Evans-Attended the FLC Conference in Hollywood.

Commissioner Jamison- Spoke of all the projects going on and wants to make sure we stay on top of them, and we keep communicating to the public. He states these are a lot of projects for a city this size to take on, and wants to make sure we are doing this all the right way.

Commissioner Weller- thanked Scott Thomason and Commissioner Evans for participating in the Kiwanis Murder Mystery Dinner.

Vice Mayor James- thanked the staff for all their good work.

**Motion Commissioner Evans to adjourn.**

**Second Commissioner Weller.**

**Mayor Williams adjourned the meeting at 7:55 p.m.**