

CITY OF ARCHER COMMISSION MEETING MINUTES
Monday, December 14, 2015 Time: 7:00 PM

MINUTES, WHICH ARE PUBLIC RECORD, ARE NOTES TAKEN TO PROVIDE A SUMMARY MEMORANDUM OF MEETINGS OR HEARINGS AND CONTAIN ALL OFFICIAL ACTIONS TAKEN. MINUTES ARE NOT INTENDED TO BE A WORD-FOR-WORD OR VERBATIM TRANSCRIPTION OF THE MEETING.

CALL TO ORDER:	Mayor Doug Jones
PRAYER:	Commissioner Corey Harris
PLEDGE OF ALLEGIANCE:	Mayor Doug Jones
Quorum Present:	
Mayor	Doug Jones
Vice Mayor	Marjorie Zander
Commissioners:	Susan Drawdy
	Corey Harris
Absent:	Fletcher Hope
Staff:	
Interim City Manager	John Glanzer
Assistant City Attorney	Courtney Johnson
Minutes Recorder	Mary T. Flickinger

I. EXCUSE OF ABSENCE:

MOTION

Commissioner Harris moved to approve the absence of Commissioner Hope.
Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

II. CONSENT AGENDA

- A. Approve Minutes from the November 9, 2015, Commission Meeting.
- B. Approve Minutes from the November 23, 2015, Special Commission Meeting.
- C. Approve Bill Payments as Presented.

MOTION

Commissioner Drawdy moved to approve the minutes, items A and B, as presented.
Vice Mayor Zander seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

MOTION

Commissioner Drawdy moved to approve item C, the bill payments, as presented.
Vice Mayor Zander seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

III. PUBLIC COMMENT PERIOD

Anne Green, Roberta Lopez, Jody Patterson, Sue Batey, Brian Wilhour

IV. GUEST

A. **Pastor Kevin Thorpe, Candidate, County Commissioner District 1.**

Pastor Thorpe stated that if elected to the Alachua County Commission, he will focus on growing the local work force, environmental stewardship and bringing a sense of balance to the community.

V. OLD BUSINESS

A. **Approve: Second reading of Ordinance 04-2015, Comprehensive Plan Amendments 15-01.**

Attorney Johnson read Ordinance 04-2015, in its entirety. Ordinance Title: AN ORDINANCE OF THE CITY OF ARCHER, FLORIDA, RELATING TO AMENDING THE TEXT AND FUTURE LAND USE PLAN MAP OF THE CITY OF ARCHER COMPREHENSIVE PLAN, PURSUANT TO AN APPLICATION, CPA 15-01, BY THE CITY COMMISSION UNDER THE AMENDMENT PROCEDURES ESTABLISHED IN SECTIONS 163.3161 THROUGH 163.3248, FLORIDA STATUTES, AS AMENDED; PROVIDING FOR AMENDING THE TEXT AND FUTURE LAND USE PLAN MAP OF THE COMPREHENSIVE PLAN BASED UPON AN EVALUATION COMPLETED BY THE CITY DATED MARCH 10, 2015, AND IN RESPONSE TO THE OBJECTIONS, RECOMMENDATIONS AND COMMENTS REPORT ISSUED BY THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY DATED JULY 20, 2015, TO REFLECT CHANGES IN THE STATE REQUIREMENTS, PURSUANT TO SECTION 163.3191, FLORIDA STATUTES, AS AMENDED; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

MOTION

Commissioner Harris moved to approve Ordinance 04-2015, second reading.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

B. **Approve: Second reading of Ordinance 05-2015, Sewer Advisory Board.**

Attorney Johnson read Ordinance 05-2015, in its entirety. Ordinance Title: AN ORDINANCE ESTABLISHING THE CITY OF ARCHER SEWER ADVISORY BOARD: ASSIGNING AUTHORITY AND RESPONSIBILITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE AND PROVIDING FOR CODIFICATION.

MOTION

Commissioner Harris moved to approve Ordinance 05-2015.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

C. **Update: Ms. Debra Preble, Preble & Rish, update on waste water projects.**

Ms. Preble stated that after careful study, the Sewer Committee unanimously voted for the larger-sized collection system, built on city-owned property. Ms. Preble proposed a medium-sized system based on past recommendations from the USDA & SRF that Archer take a smaller first step. The City of Newberry has recently shown a willingness to assist with some of the project costs, and before any decision is made, Ms. Preble recommended: 1) Discussions with Newberry, 2) Discussions with the funding agencies, 3) Meeting with Tim Banks. Ms. Preble requested that a member of the Commission be assigned to attend these meetings.

PUBLIC COMMENT: Anne Green, Roberta Lopez, Sue Batey

D. Discussion/Recommendations: Dr. Oel Wingo, Permanent City Manager Position.

Dr. Wingo stated that the following candidates have the qualifications and/or experience for the position of City Manager: Zeria Folston, John Glanzer, Carisse LeJeune, Daniel McCaw, James "Jim" McCroskey Emory Pierce, and Brent Spier. Dr. Wingo summarized the credentials of each candidate and noted that the five top candidates the committee selected were: Zeria Folston, Carisse LeJeune, Emory Pierce, and Brent Spier. Dr. Wingo recommended the following steps: 1) Preliminary background checks, 2) Select an interview date and time, 3) Decide on travel reimbursement, 4) Schedule a public meeting for the interviews to take place.

MOTION

Commissioner Drawdy moved to approve paring down the list to interview four or five candidates.

MOTION

Commissioner Harris moved to select the top five candidates, plus John Glanzer for interviews.

Vice Mayor Zander seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

MOTION

Commissioner Harris moved to direct the City Attorney's office to provide a preliminary background checks on the six candidates, contact the candidates, and to approve reimbursement up to \$500 for travel, lodging, and meal expenses, contingent upon receipts.

Vice Mayor Zander seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

MOTION

Commissioner Drawdy moved to approve January 14, 2016, at 3:00 pm for the interviews to take place.

Commissioner Harris seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

VI. NEW BUSINESS

A. Approve: Resolution 2015-23, providing support to the High Springs/Newberry CSX Rail Corridor

Attorney Johnson read Resolution 2015-23 in its entirety. Resolution Title: A RESOLUTION OF THE CITY OF ARCHER, FLORIDA, FOR THE PURPOSE OF PROVIDING SUPPORT TO THE HIGH SPRINGS/NEWBERRY CSX RAIL CORRIDOR; REPEALING ALL RESOLUTIONS IN CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.

MOTION

Commissioner Harris moved to approve Resolution 2015-23, providing support to the High Springs/Newberry CSX Rail Corridor, and giving the City Attorney's office the authority to notify the county, and others as needed, that this motion was approved by the city commission.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

B. Discussion: Twice-a-month Commission Meetings.

MOTION

Commissioner Drawdy moved to approve twice-a-month Commission meetings.

Commissioner Harris seconded the motion.

PUBLIC COMMENT: Roberta Lopez

AMENDED MOTION

Commissioner Drawdy moved to table the motion until the next Commission meeting in January.

Commissioner Harris seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

C. Discussion: Citizen's Advisory Board

Interim City Manager Glanzer stated that the concept of a Citizen's Advisory Board is to select people with diverse backgrounds to study and provide recommendations on the issues placed before them.

MOTION

Commissioner Drawdy moved to direct the City Attorney's office to create an ordinance for the Citizen's Advisory Board.

Commissioner Harris seconded the motion.

PUBLIC COMMENT: Roberta Lopez, Patricia Wiggins

MOTION CARRIED: 4-0.

VII. REPORTS, CORRESPONDENCE, COMMUNICATION

MANAGERS REPORT:

Interim City Manager Glanzer reported on Items A through G, as follows:

A. Antivirus/Computer Health Report: Up Front Technologies installed a new anti-virus program and the city is currently up-to-date on all computers, except one. Overall rating of 94 percent security.

B. Tot Lot Maintenance Plan: The city recently spent approximately \$1,500.00 for mulch at Maddox Park and Wilson Robinson Park tot lots. To keep adequate depths, mulching should be done twice a year. Recommendation: Consider treated rubber playground mulch. This product lasts for up to twelve years, estimate cost for all three tot lots: \$6,000.000. This item will be placed on the budget for consideration next year.

C. Great American Clean Up: The Great American Cleanup, sponsored by the Keep Alachua County Beautiful Council, will have their kick-off event on March 12, 2016. The Commission approved March 5, 2016, for the City Wide Clean Up day. The date will be coordinated with WastePro.

D. SRWMD River Grant for Holly Hills: The city received notice that SRWMD grant has been approved for \$16,200.00 to replace the aged galvanized water lines with new 2-inch PVC lines. The city will put through a bid package for the work. The total budget for this project is \$32,400.

E. Brennen Property: The city has received the title to the Brennen Property. The Neighborhood Housing and Development Corporation has expressed an interest in Archer turning the property title over to them. They would demolish the building, build a new house, and place it on the market for sale, thereby placing the property back on the city's tax roll.

MOTION

Commissioner Drawdy moved to direct city staff to prepare a Resolution/Ordinance and the appropriate paperwork for the bidding process.

Vice Mayor Zander seconded the motion.

PUBLIC COMMENT: Roberta Lopez

MOTION CARRIED 4-0.

F. Commission Workshop on the Sensus water meter issue.

MOTION

Commissioner Drawdy moved to approve the workshop on January 5, at 6:00 pm.

Vice Mayor Zander seconded the motion.

PUBLIC COMMENT: Roberta Lopez

MOTION CARRIED 4-0.

G. Audit RFP Selection Committee. Requested for the Commission to nominate one person to a RFP Review Board for the City's audit RFP. The Audit Committee used in 2013 consisted of Dan Beck, Ann Green, Jim McElveen, Keith Walker, and Tillie Davis.

Assistant City Attorney Johnson:

A. Attorney Johnson stated that she is working with planning staff at North Central Florida Regional Planning Council regarding written recommendations concerning the Mustang Grill.

B. Reminded the Commission of the Ethics Training course certificate.

Commissioner Harris:

A. Stated that he had the opportunity to meet with NKwanda Jar, Environmental Ambassadors Program, and discussed their work in schools and the community.

B. Neighborhood Housing and Development Corporation was awarded a \$55,000 grant to provide home repairs for low income families. Home owners could receive up to \$9,000 to assist with needed home repairs.

C. On recent flight with Congressman Yoho, the Congressman discussed the procedure for touring the White House. If anyone is interested in this opportunity, they should contact his office and they will make the arrangements. Also, discussed was the possibility of widening State Road 24

Mayor Jones

A. Attended an MTPO meeting and noted that there will be an amendment to the long range plan. There is no money to widen State Road 24, but proposed a safety element of a center lane separating traffic.

B. The County Commission/Florida League of Cities will meet tomorrow to discuss Wild Places Public Spaces.

C. Reported that the Junior Commission is making their own transportation arrangements to Tallahassee and recommended nominating a member of the commission to travel with them and also funds to provide lunch. This item will be placed on the January agenda for discussion and action.

D. Received a phone call from the development director from GRUCom Internet who is actively wanting to expand their presence. This could benefit Archer getting a better band-width and opening possible future opportunities for laying in-ground communication systems.

Commissioner Drawdy:

A. Inquired about the WastePro charges and audit of the billing system.

Interim City Manager Glanzer stated that an audit was completed and noted that Kelly spent many hours uncovering and correcting numerous errors and inconsistencies that were entered into the RVS System. The sizes of the dumpsters were compared and adjustments were made accordingly in the RVS System.

B. Inquired when the Christmas lights would be put up.

Interim City Manager Glanzer stated that they had to order replacement bulbs for approximately 300 burned-out lights. The plan is to call Newberry to see if their Public Works can come out and hang our lights.

Commissioner Harris:

A. Inquired about the management of the community center.

Interim City Manager Glanzer stated that he received an email from Sue Batey stating that they are getting their guidelines together and will notify the city when they are ready to start.

VIII. PLANNING CALENDAR

- A. Planning & Zoning Board, December 15, 2015, at 7:00 pm, City Hall (no agenda - meeting cancelled).
- B. Code Enforcement Board Meeting, December 22, 2015, 7:00 pm, City Hall (no agenda - meeting cancelled).
- C. City Hall closed on Thursday, December 24 and Friday, December 25, 2015 in observance of Christmas.
- D. City Hall closed on Thursday, December 31, 2015, and Friday January 1, 2016, in observance of New Year.
- E. Commission Meeting, January 11, 2016, at 7:00 pm, City Hall.

MOTION

Commissioner Drawdy moved to accept Frank Lopez as a member of the Sewer Committee.

Commissioner Harris seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

IX. PUBLIC COMMENT PERIOD

Roberta Lopez, Sue Batey

X. ADJOURNMENT

MOTION

Commissioner Harris moved to adjourn the meeting.

Commissioner Drawdy seconded the motion.

MOTION CARRIED 4-0 Time: 10:24 pm.


John Glanzer, Interim City Manager


Doug Jones, Mayor