

CITY OF ARCHER COMMISSION MEETING MINUTES

Monday, January 11, 2016 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 Fletcher Hope
LEADING THE PLEDGE OF ALLEGIANCE:	Mayor Doug Jones
Quorum Present:	
Mayor	Doug Jones
Commissioners:	Susan Drawdy
	Corey Harris
	Fletcher Hope
Absent:	Vice Mayor Marjorie Zander
Staff:	
Interim City Manager	John Glanzer
S. Scott Walker	City Attorney
Minutes Recorder	Mary T. Flickinger

I. CONSENT AGENDA

- A. Approve Minutes from the December 14, 2015, Commission Meeting.
- B. Approve Minutes from the January 5, 2016, Special Commission Meeting.
- C. Approve Minutes from the January 5, 2016, Workshop on Recreation & Conservation
- D. Approve Bill Payments as Presented.

MOTION

Commissioner Hope moved to approve the minutes, items A, B, and C, as presented.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

MOTION

Commissioner Drawdy moved to approve the bill payments, as presented.

Commissioner Harris seconded the motion.

PUBLIC COMMENT: Laurie Costello

MOTION CARRIED: 4-0.

II. PUBLIC COMMENT PERIOD

Sara Brannon, Roberta Lopez, Laurie Costello, Anne Green, Joan White, Bobby Hardin.

III. AMENDING THE AGENDA

MOTION

Commissioner Hope moved to amend the agenda to include Guest Speaker, Dayna Miller, from WastePro.

Commissioner Drawdy seconded the motion.

MOTION CARRIED: 4-0.

IV. GUEST

A. Mr. John Wayne Smith, Peebles & Smith

Mr. Smith stated that his efforts have been focused on the wastewater project and working with Interim City Manager Glanzer and Preble-Rish to complete deadlines. All deadlines were met and the paperwork for the two-million dollar funding request was submitted. Mr. Smith confirmed that monthly progress reports will be submitted to the Commission. Peebles & Smith plan to sponsor the luncheon for the Junior City Commission and their escorts when they visit Tallahassee.

PUBLIC COMMENT: Laurie Costello, Frank Lopez, Anne Green

B. Dayna Miller, Waste Pro, Great American Clean-up.

Ms. Miller stated that the City of Archer's clean-up date is set for March 5, 2016, and offered to assist city staff in planning for a successful event. Ms. Miller suggested several volunteer appreciation ideas and outlined items that are appropriate for disposal in the WastePro dumpsters.

PUBLIC COMMENT: Roberta Lopez

V. OLD BUSINESS.

A. Update: Ms. Debra Preble, Preble-Rish Inc., wastewater projects.

Ms. Preble stated that the executive summary and revised exhibits were created to clarify the information presented at past meetings. The executive summary includes costs for a medium-sized gravity system and comparison information on a gravity and low pressure systems. Changes in the report were also made regarding the Holly Hills area because the Sewer Committee wanted to include them in the first phase of construction. Ms. Preble reported that the field work on the sinkhole situation will begin this Wednesday.

B. Update: Mrs. Sue Batey-Friends of Archer, Co-Director / Archer Community Center

Interim City Manager Glanzer stated that the city will be responsible for: Utilities, building insurance, maintenance, lawn care, fire/security systems, internet, sound system, cleaning supplies, and handling of funds. The Friends of Archer Committee will be responsible for: Promoting the building, minor cleanup, meeting with potential renters, coordinating with the city regarding the reservations, pre-and post-rental inspections, locking/unlocking the building and submitting timely reports to the commission. Ms. Batey stated that the Committee has 15 volunteers, with two co-directors, Dan Beck and herself. Cleaning and general repairs are needed to bring the facility to a 5-star rating, also, cleaning the old fire station to improve the look of the area.

PUBLIC COMMENT: Roberta Lopez

MOTION

Commissioner Drawdy moved to direct the City Attorney's office to draft an ordinance for the Friends of Archer Committee for the purpose of running the Archer Community Center.

Commissioner Harris seconded the motion.

PUBLIC COMMENT: Roberta Lopez, Bob Brown, Bill Foster, Nick Damiano, Jennifer Foster, Joan White, Anne Green, Laurie Costello, Linda Kasicki, Bob Kasicki, Sue Batey, Marilyn Green.

MOTION CARRIED: 3-1. Mayor Jones opposed the motion citing that he would like to see this as a sub-committee, part of a larger committee.

C. Mr. Bill Foster, The Archer Community Center, Events Coordinator, employment agreement.

Interim City Manager Glanzer recapped that in November, the Commission tabled Mr. Foster's proposed contract. Mr. Foster stayed on to complete the events planned until this could be resolved.

MOTION

Commissioner Harris moved to terminate the agreement with Mr. Foster, effective March 1, 2016.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: Joan White

MOTION CARRIED: 3-1. Mayor Jones opposed the motion.

D. Junior Commission budget for group meal during Tallahassee trip

Pebbles & Smith plan to provide lunch to the Junior City Commission on their trip to Tallahassee.

E. Discuss: Twice a month Commission Meetings

City Attorney Walker recommended keeping the first Commission meeting, as currently scheduled, and calling second meeting, as needed.

MOTION

Commissioner Drawdy moved to approve twice monthly meetings.

Commissioner Harris seconded the motion, for the sake of discussion.

PUBLIC COMMENT: Joan White

AMENDED MOTION

Commissioner Drawdy moved to table this item until the new city manager is hired.

Commissioner Harris seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

F. Sewer Committee Members-Melvin Lauderdale & Sue Batey

Interim City Manager Glanzer stated that when the sewer committee was created, Ms. Batey did not technically own property in the city and moved into an Ad hoc position. This left one vacant position on the committee. Ms. Batey completed her paperwork, but at the same time, Mr. Lauderdale submitted an application to the sewer committee. The appointment of Melvin Lauderdale stands without ratification.

VI. NEW BUSINESS

A. Election of Mayor and Vice Mayor for 2016.

MOTION

Commissioner Drawdy moved to nominate Commissioner Harris for Mayor.

Commissioner Hope seconded the motion.

PUBLIC COMMENT: Roberta Lopez, Anne Green, Patricia Wiggins

MOTION CARRIED: 4-0.

MOTION

Commissioner Jones moved to nominate Commissioner Drawdy for the position of Vice Mayor.

Commissioner Hope seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

CITY OF ARCHER COMMISSION 2016

Mayor:	Corey Harris
Vice Mayor:	Susan Drawdy
Commissioners:	Doug Jones
	Fletcher Hope
	Marjorie Zander

B. Request: Ms. Patricia Wiggins, ACPO-fee waiver request for MLK banquet on 2/28/16 from 3-5 pm.

MOTION

Commissioner Jones moved to approve the fec waiver request for the event.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: Iris Bailey

MOTION CARRIED: 4-0.

C. Resolution 2016-01, declaring Surplus Property located at 17194 SW 129th Avenue, Archer, FL 32618

Attorney Walker read Resolution 2016-01 by title. Resolution Title: A RESOLUTION OF THE CITY OF ARCHER, FLORIDA, DETERMINING AND DECLARING CERTAIN REAL PROPERTY AS SURPLUS LOCATED AT 17194 SW 129TH AVENUE, ARCHER, FLORIDA 32618; AND AUTHORIZING THE CITY MANAGER TO DISPOSE OF SAID PROPERTY THROUGH A COMPETITIVE PROCESS TO A NON-PROFIT ORGANIZATION FOR THE PURPOSE OF LOW-INCOME HOUSING AND ESTABLISHING AN EFFECTIVE DATE.

MOTION

Commissioner Jones moved to approve Resolution 2016-01.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: Iris Bailey

MOTION CARRIED: 4-0.

D. Resolution 2016-02, Alachua County Urban Reserve Interlocal Agreement

Attorney Walker read Resolution 2016-02 by title. Resolution Title: A RESOLUTION OF THE CITY OF ARCHER, FLORIDA, APPROVING THE ALACHUA COUNTY URBAN RESERVE INTERLOCAL MUNICIPALITIES IN ALACHUA COUNTY; AUTHORIZING THE APPROPRIATE CITY STAFF AND OFFICIALS TO EXECUTE THE AGREEMENT; PROVIDING THAT THE CITY OF ARCHER WILL ACCEPT THE RESPONSIBILITIES OUTLINED IN THE ATTACHED AGREEMENT; REPEALING ALL RESOLUTIONS IN CONFLICT, AND ESTABLISHING AN EFFECTIVE DATE.

MOTION

Commissioner Hope moved to table this item for thirty days until further information is available.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

E. Ordinance No. 01-2016, First reading-Establishing City of Archer Citizen Advisory Board

Attorney Walker read Ordinance 01-2016 by title, first reading. Ordinance Title: AN ORDINANCE ESTABLISHING THE CITY OF ARCHER CITIZEN ADVISORY BOARD; ASSIGNING AUTHORITY AND RESPONSIBILITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR CODIFICATION.

MOTION

Commissioner Jones moved to approve Ordinance 01-2016, establishing a Citizen Advisory Board.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

MOTION

Commissioner Jones moved to extend the meeting for 15 minutes.

Commissioner Hope seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

F. Replace/remove water meter instruction video from the U-STREAM channel on the City's website

MOTION

Commissioner Jones moved to update the video with a volunteer effort.

Commissioner Drawdy seconded the motion.

AMENDED MOTION

Commissioner Jones moved to take the video down until further production is approved for publication.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

G. Public Notices for April Elections: Designated polling place, Archer Community Center

Interim City Manager Glanzer stated that the City of Archer will be holding a municipal election on April 12, 2016, at the Archer Community Center for the purpose of electing a Commissioner to Seat #1, Seat #2 and Seat #3 for a term of four years each. Qualifying for the election will begin February 12, 2016 to February 27, 2016.

VII. REPORT, CORRESPONDENCE, COMMUNICATION

Interim City Manager Glanzer:

1. Out Front Technology: One computer is at 99%, everything else at 100%, with the new server at 74%.

2. Resignation: Interim City Manager Glanzer thanked the Commission for their support but stated that he is withdrawing his name from the pool of candidates for City Manager. Interim City Manager Glanzer stated that while he is capable of seeing Archer through the projects ahead, he feels that it is in the best interest of the city to get a fresh set of ideas and new energy to take Archer to the next level. Interim City Manager Glanzer stated that he would serve the city through the transition period and thanked the city for the opportunity to bridge the gap.

3. DOE Letter: The city received a letter from the Department of Economic Opportunity acknowledging the receipt of our Comprehensive Plan Amendment 15-01. They stated that the amendment, as delivered, was complete and the final review of the document will begin shortly.

4. Doe Run Sink Hole Issue: In November the Commission approved an expenditure of up to \$7,500 to consult with engineers on a remediation plan for the two sink holes in the southern retention area. I toured the site with Ms. Preble, Preble & Rish, and she provided the city with a work plan to analyze the site using electrical resistivity imaging and penetration.

5. FMIT Refund: Tom Conley of the Florida Municipal Insurance Fund presented the city with a refund check in the amount \$2,167.00. This is a refund of premiums for the last year because the city did not have any workers comp or other serious claims.

6. County Tax Referendum: On January 5, 2016, the Commission discussed the county's proposed tax referendum to purchase lands for conservation, groundwater protection, and construction/repair of recreational infrastructure. Possible date for a citizens workshop: January 28, 2016, City Hall, at 6:00 pm.

MOTION

Commissioner Jones moved to approve a public workshop on January 28, 2016, 6:00 pm, at City Hall.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

7. Contract for Administrative Services FRDAP Grant 16069: On December 28, 2015, the city received from FDEP the official executed grant agreement for the Doris Robinson Park renovation. Jordan & Associates have been engaged to assist the city in the administration of this grant. Jordan & Associates have agreed to perform these duties for \$2,250.00.

City Attorney Walker

1. Proposed staggering the permanent city manager candidate interviews at 45-minute intervals.

2. Noted that he will be presenting information as it becomes available concerning the group of homes outside the city that are tied into one water meter.

3. Commented on the lively discussions showing that citizens care about their city.

MOTION

Commissioner Jones moved to approve extending the meeting another 15 minutes.

Commissioner Drawdy seconded the motion.

PUBLIC COMMENT: None

MOTION CARRIED: 4-0.

Commissioner Hope:

Stated that next month he hopes to have a report on the Laurel Hills Cemetery.

Vice Mayor Drawdy:

1. Commented on the one remaining Christmas light.
2. Inquired about the change in the commission's seating arrangement, and asked to return to the original seating.
3. Requested for Duke Energy to be contacted to supply the city with a street plan of where their lights are located.

Commissioner Jones:

1. Stated that power companies usually perform a "ground to sky" tree trim, which is less than satisfactory for the look of the city's trees. Micanopy has a Tree Canopy Ordinance and asked if the city could get a copy to see if this is something the city might want to consider.
2. Discussed attending a meeting with the County Commission in support of Hawthorne and stated that if he stepped out of line, he apologizes, however, as spokesman, he felt that it was appropriate lend support and speak out in support of Archer and other municipalities.
3. Discussed the public records policy and noted that staff can provide an estimate of the amount of time the request will take and go back to the requester and see if they would like to narrow the scope or proceed as requested. Observations showed that this was not being followed, resulting in staff spending a lot of time filling public records requests.

Mayor Harris:

1. Stated that NKwanda Jar, Environmental Ambassadors Program, is looking for youth groups to talk about an Environmental Ambassadors program. This is a great opportunity for our youth to learn about the environment.
2. Commended Interim City Manager Glanzer for guiding the city during the transition and stated that he appreciated the opportunity to work with him and thanked him for stepping up to the plate.
3. Encouraged the commissioners up for re-election to consider running again in April.

Commissioner Jones:

Stated that he invited the Archer Cub Scouts to the Yulee Day Parade and noted that they had a pinewood derby.

VIII. PLANNING CALENDAR

- A. Code Enforcement Board Meeting, January 26, 2016 at 7:00 pm, City Hall (no agenda -meeting cancelled)
- B. Commission Meeting, February 8, 2016, at 7:00 pm, City Hall.
- C. Planning & Zoning Board Meeting, January 12, 2016 at 7:00 pm, City Hall (no agenda -meeting cancelled)
- D. City Manager interviews, January 14, 2016, 3:00 pm, City Hall.
- E. City Hall will be closed on Monday, January 18, 2016 in observation of Martin Luther King Jr. Day
- F. County Tax Referendum Citizen Workshop, January 28, 2016, 6:00 p.m., City Hall.

MOTION

Commissioner Jones moved to extend the meeting for 15 minutes.

Commissioner Drawdy seconded the motion.

IX. PUBLIC COMMENT PERIOD

Iris Bailey, Roberta Lopez, Sara Brannon, Sara Brannon, Joan White, Laurie Costello

X. ADJOURNMENT

MOTION

Commissioner Jones moved to adjourn the meeting.

Commissioner Hope seconded the motion.

MOTION CARRIED 4-0 Time: 11:17 pm.


John Glanzer, Interim City Manager


Corey Harris, Mayor