MINUTES

The City of Blountstown, County of Calhoun, State of Florida, met in Regular Session Tuesday, April 11, 2017 at 5:00 P.M. at the City Council Meeting Room. The following members of the City Council present were: Mayor Tony Shoemake, Councilman James Griffin, Councilman Clifford Jackson, and Councilwoman Sheila Blackburn.

Absent was: Councilwoman Janie Boyd.

Also present were: City Manager Traci Hall, Police Chief Mark Mallory, Attorney Jeff Carter, Public Works Director Jeremy Norris, and Fire Chief Ben Hall.

Also present were: Liz Parrish, Doris Traylor, Justin Ford, Debra Grantham, Harvey Grantham, Ruby Davis, Marjorie Peterson, Lee Garner, and Tony Arrant.

Mayor Shoemake called the meeting to order at 5:00 P.M. Councilman Jackson led the Invocation. Mayor Shoemake led the Pledge of Allegiance.

Mrs. Hall presented to Council the Add-on bills to be added to the Agenda. Councilman Griffin made the motion to adopt the Agenda with the additions. Councilman Jackson seconded the motion. The motion carried.

The first item was the approval of the March 14, 2017 Minutes. Councilman Griffin made a motion to approve the minutes. Councilman Jackson seconded the motion. The motion carried.

The Monthly Bills and the Add-on List was presented for action. Councilman Griffin made the motion to pay the monthly bills and the add-on list. Councilman Jackson seconded the motion. The motion carried.

Lee Garner, the City of Chattahoochee City Manager, was on the Agenda to present the City of Blountstown with a certificate on behalf of the Florida City & County Management Association (ICMA), but he was not in attendance.

The first item of old business was the Capital Solutions Report. Patrick Bell was unable to attend but provided an update for the Council in their packets.

Next was the Engineer's Report. Justin Ford provided an update for Council.

The construction for the Lambert St. Tank Replacement Project is substantially complete and the tank has been placed back online.

Dewberry/Preble-Rish had a site visit with the M & B Train Restoration conservator. The conservator came out and provided Dewberry/Preble-Rish with information to prepare the bid documents for the project. Those are in the process of being completed and will be submitted to the State for approval. The funds for this project was supposed to expire the end of June and they will only give us a one month extension for now, but the project is moving forward as fast as it can.

The City Paving Project is ongoing. The project has come in at $14,554.22 in under runs and there is $6,849 left in the original budget for a combined $21,404. Mr. Ford presented costs to Council to pave 5th St. and Blount St. individually as was discussed at the previous meeting. To pave both streets, it would cost approximately $27,195. This means that Council will have to put an additional $5,791.13 into the budget to be able to pave both roads. After discussion, Councilwoman Blackburn made the motion to put the additional monies needed into the budget

and pave both 5th St. and Blount St. Councilman Jackson seconded the motion. The motion carried.

Councilman Griffin asked about when the waterline project was going to be done. Mrs. Hall advised that she went ahead and executed the grant documents for it because she knew it was already discussed and agreed to by Council. The kickoff meeting is scheduled for next week and the project cannot start until after that meeting. The Task Order for the project is coming up later in the meeting.

For the first item of new business, Debra Grantham approached Council for a variance request for her residence located at 17500 NE Church St. Ms. Grantham is wanting to extend her roof out over the concrete walkway and over a portion of her driveway to make a carport. Ms. Grantham's home is approximately 25 feet from the road and this extension would place her roofline at approximately 8' from the road. Mr. Norris and Councilman Griffin went to the property and measured and advised that the new roofline would be approximately 20' from the edge of the pavement. After discussion, Councilman Jackson made the motion to pass the variance request and allow Ms. Grantham to move forward with her roofline extension. Councilman Griffin seconded the motion. The motion carried 4-0.

David Simpson approached Council to see if the City would be interested in purchasing a parcel of property located behind the City complex, with the Greenway Trail running through the middle of it, from him. Mr. Simpson is asking $2,500 for the parcel of property. After discussion, Councilman Jackson made a motion to offer to purchase the parcel of land for $1,008, the current assessed value at the Property Appraiser's office. Councilwoman Blackburn seconded the motion. Mr. Simpson advised that he would accept $1,008 for the parcel of property. The motion carried. Mr. Simpson will be in contact with Mrs. Hall in the next few days.

Next on the agenda Mrs. Hall presented to Council a detailed Task Order with the description of the Scope of Services associated with the NWFWMD Grant for the Water Main Upgrade Project. The services include surveying, design, and grant administration for a cost of $7,300. There are grant funds allotted to pay for these services. Councilman Griffin made the motion to approve the Task Order as presented and authorize staff to execute it. Councilman Jackson seconded the motion. The motion carried.

Mrs. Hall discussed with Council setting the City's payroll up for direct deposit. In order to do direct deposit, the first check will only be for 9 days since the pay period will end on Tuesday instead of Wednesday. As a result, employees who have leave time accrued can choose to use 8 hours of leave time to give them a full paycheck. Mrs. Hall and Mrs. Norris will have to receive a 2 hour training at a cost of $200, employee's would be required to have a checking or savings account at a financial institution, and direct deposit will have to be mandatory for all employees. Councilman Blackburn made a motion for the City payroll to go direct deposit as Mrs. Hall outlined. Councilman Jackson seconded the motion. The motion carried 3-1 with Councilman Griffin voting no.

Lee Garner, the City of Chattahoochee City Manager, arrived to present the City of Blountstown with a certificate on behalf of the Florida City & County Management Association

(ICMA). The certificate recognizes the City of Blountstown on the 40th anniversary of our recognition by ICMA of its operation under the Council-Manager form of government.

Mayor Shoemake opened the meeting for public comments.

Marjorie Peterson addressed Council to request permission to have a May Day Parade in conjunction with the May Day Festival that is going to be held on May 20. The parade will be the same route as the Black History Parade and will begin at 10:00 A.M. There was discussion of how the Blountstown Fire Catfish Crawl 5k is that same morning. Chief Mallory felt that it would be tight but they could handle it. Councilman Jackson made a motion to allow the May Day Parade. Councilman Griffin seconded the motion. The motion carried.

There were no further public comments.

Attorney Jeff Carter discussed with Council the Chicken Corner contract. The contract that the purchaser provided has some changes made to it that did not meet the Council's specifications. Mr. Carter suggested resubmitting the contract to the purchaser with the terms that the Council had requested. After discussion, it was a consensus of Council for Mr. Carter to make the changes as per Council's previous direction and give the purchaser 2 weeks to execute the contract.

Attorney Carter is going to be working with Mrs. Hall on a social media policy for the City employees. Once it is compiled, Mr. Carter will submit it to Council for their review. It was a consensus of Council for Mr. Carter to move forward with preparing a social media policy.

Attorney Carter is still working on the firing range and animal shelter lease. Neal Land & Timber would like to be added for insurance purposes and they would like to do a 10 year lease.

Attorney Carter has a couple of ideas of how to tie the Code Enforcement in with the utilities side of things.

Chief Mallory provided Council with an update.

Chief Mallory asked if Council would be interested in having a 10 year lease for the firing range and animal shelter. It was a consensus of Council to do a 10 year lease. Also, Council should consider stipulating that the City of Blountstown Police have jurisdiction over the property. Mrs. Hall advised that Neal Land could not be added as an additional insurer but they could have a Certificate of Insurance issued to them in their name.

Chief Mallory discussed with Council the National Night Out event that is held in August and sometimes in October. This year it is held on August 1st and it's a nationwide event for the public to come out and meet their local public safety community. The City could have some of the City vehicles and employees out there as well. It was a consensus of Council for Chief Mallory to come back with a date and an idea of cost.

The new decals on the police cars have been put on. The communications tower repairs have been done.

Chief Hall reminded everyone of the Blountstown Fire Catfish Crawl 5k on May 20.

Chief Hall discussed various Code Enforcement issues.

The hearing for the Anders building was earlier today. Mr. Anders has a contractor that is going to start tearing down the building on this coming Monday.

The Connelys store is being cleaned up and items are being hauled off.

The travel trailer located at Pennington Ave. and Charlie Johns St., the individual staying in it is moving out of it this week.

The owner of the building at Hwy. 71 S and Chipola Rd. has had medical issues recently but cleanup should begin within the month.

The abandoned house on Pear St. was finally determined to be owned by Bank of America. They have been notified and are in the process of having a company come clean it up.

Mayor Shoemake asked about the old dry cleaners location. Chief Hall advised that he has been in contact with the owners and they do have plans to start working on the building soon.

Public Works Director Jeremy Norris provided Council with an update.

The new garbage truck has been ordered and are waiting on the lease agreement and interest rate. Mr. Norris hopes to have that by the next Council meeting.

City staff has been busy picking up amnesty items and yard debris.

Mrs. Hall provided Council with some updates.

Mrs. Hall discussed with Council the North Florida Wildflower Festival that is being held on April 29. Last year a few Council members expressed that they would have liked for the City to do a sponsorship. There are different sponsorship levels for the festival and Mrs. Hall wants to know if Council would like for the City to do it this year. After discussion, Councilman Jackson made the motion for the City to do the $1,000 Clover Level sponsorship. Councilwoman Blackburn seconded the motion. The motion carried.

Mrs. Hall informed Council that on Friday, April 21 at 12:00 noon the City will be having an employee cookout and Council is invited.

Congressman Neal Dunn wants to present the City with a new US flag for Magnolia Square. He will be in Blountstown on April 18 to present it at 5:30 P.M.

Calhoun County's River St. Paving Project will be completed by March 31, 2018.

Also, the County's Chipola Rd. Sidewalk Project will be advertised in July.

Mrs. Hall advised that the Mr. Wood roofing permit issue has been resolved. Mr. Wood was able to find a contractor to help him with it and found that he had been installing it incorrectly when he was stopped, so it worked out better for him.

The City is cleaning out the flower beds at the old Gazebo park and plan to have new plantings in before the Wildflower Festival.

Mrs. Hall advised that Mr. Norris is going to have his crews making sure the cemeteries are cleaned up for Easter.

As of May 1, the City will be going to Southern Power and should be a seamless transition.

Mayor Shoemake asked if the City could look into getting the lights fixed there. Mrs. Hall advised that they would have to pop up all the concrete that is there to replace the wire and underground conduit. There were other ways discussed to add some lighting there and are still looking into it. Mayor Shoemake would like for them to look into placing bistro type lighting there. To attach lighting to the walls, the building owners will have to give permission to do so.

Mayor Shoemake asked if there was any way to have that doorway closed off that the building owner put in to exit onto the City property. Code Enforcement will look and see if there is anything that can be done with it.

Councilman Griffin asked what was going to be done with the meter reader's old truck now that he has a new one. Mr. Norris advised it was moved to the Street Department. Councilman Griffin expressed his concern that the City added a vehicle and was not deleting any. Mr. Norris stated that he would like to see them get rid of an old truck instead.

Councilman Griffin complained about the employees riding down to the river on the City vehicles. Mr. Norris asked which trucks were doing it because they were not supposed to be doing that. Councilman Griffin didn't know which ones it was. There was discussion about finding ways to be able to track the City vehicles.

Councilman Jackson asked if one of the employees were given a promotion. Mrs. Hall advised that Mr. Bailey was just a lateral to a different department.

Mayor Shoemake asked if there was a lady with FDOT that came to a Council meeting and said there were funds for doing a lighting project. Mrs. Hall advised that was part of the 5 year plan and it would come at the end of that plan.

Mayor Shoemake asked about the decals for the meter reader's new truck. Mr. Norris stated that they are waiting on the letters to get done. Mayor Shoemake asked if we could go ahead and put the City decal on the door.

There being no further business Mayor Shoemake adjourned the meeting at 6:35 P.M.

BY: Tony Shoemake
Tony Shoemake, Mayor

ATTEST: Traci S. Hall
Traci S. Hall, City Manager