

CITY OF ARCHER COMMISSION MEETING MINUTES

Monday, August 8, 2011 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.

<b>CALL TO ORDER:</b>	Mayor Frank Ogborn
<b>PRAYER:</b>	Commissioner Roberta Lopez
<b>PLEDGE OF ALLEGIANCE:</b>	Mayor Frank Ogborn
<b>QUORUM CHECK:</b>	
Mayor	Frank Ogborn
Vice Mayor:	Marjorie Zander
Commissioners:	Roberta Lopez Blanch Parker Gabe Green
<b>Staff:</b>	
City Manager	John Glanzer
City Attorney	Allan H. Kaye
Minutes Recorder	Mary T. Flickinger

**I. APPROVE CONSENT AGENDA**

**A. Minutes from the July 25, 2011, City Commission Meeting.**

**B. Approve Bill Payments as presented.**

MOTION made by Commissioner Green to approve the consent agenda and the minutes as listed above.

SECOND made by Vice Mayor Zander.

MOTION CARRIED 5-0.

**II. PRESENTATION**

**A. David Huckabee, Program Coordinator, Alzheimer's Association Central and North Florida Chapter.**

Mr. Huckabee stated that the Alzheimer's Association was established in 1980 by a group of caregivers for the purpose of research and advocacy of those affected by the disease. The Central and North Florida Chapter was established in 1985 and is actively involved in raising funds to support research and developing programs to provide education, support and training. The Chapter is available to present educational programs to the community and can partner with other agencies to create all-day events.

Commissioner Parker inquired if any attention has been given to assist the stress of the caregivers.

Mr. Huckabee stated that the Chapter is always looking for funding to provide daycare services, which allows caregivers to get some rest.

Vice Mayor Zander cited the research on a group of nuns that were studied over several years.

Mr. Huckabee recalled the study but did not know the outcome.

Commissioner Lopez stated that The Archer Community Center is looking to bring these types of programs to the community.

Mr. Huckabee stated that private sponsors would cover the cost of the facility rental, especially for day-long events.

Commissioner Green inquired about the test given to diagnose Alzheimer's disease.

Mr. Huckabee stated that there are several standardized tests available and the Chapter is reaching out to area physicians to make sure that they are using one of these tests as part of their examination.

**III. CITIZENS COMMENTS**

Sara Brannon, citizen, asked if the Code Enforcement Board was working on violations and stated that she cannot rest because of the hammering and noise being made very early in the morning in her neighborhood.

City Manager Glanzer stated that the Codes Board took a hiatus during the summer due to the office workload. The Code Enforcement Board will resume later this month.

Laurie Costello, citizen, presented photos of code violations and stated that the Code Enforcement Board should meet on a regular basis because there are hundreds of code violations in Archer.

Commissioner Lopez stated that the city has an Ordinance stating that a property must be kept up after it has been cleared. City Manager Glanzer clarified that Chapter 12, under Nuisances, states that once the property has been cleared, it must be maintained.

#### **IV. OLD BUSINESS**

##### **A. Development of Sewer and Water Ordinances.**

At the last meeting, the Commission requested that the City Attorney and the City Manager work on suggested ordinance changes and bring this information back to the Commission for discussion. City Manager Glanzer stated that more time is needed to prepare this information and this item will be presented at the next meeting.

Mayor Ogborn asked how this would affect the city if we hesitate to adopt the sewer ordinances or water ordinances. Attorney Kaye stated that the loan does not require an ordinance; it requires that that we charge everyone for water and collect on outstanding bills.

#### **V. NEW BUSINESS**

##### **A. Setting of Rental Rates and Rules for The Archer Community Center.**

City Manager Glanzer stated that The Archer Community Center's cost of operation, rules for renting, types of activities and staffing requirements must be addressed. The minimal cost to run the building per year, without any unforeseen costs, is approximately \$17,500. This number includes the insurance, utilities, alarm costs, phone and basic maintenance. City Manager Glanzer stated that a minimum of three rental hours per week for 52 weeks per year would give 156 hours of billable rental time and this would equate to \$112.00 per rental hour to break even on operational costs. The city needs to generate more than 3 billable hours per week to bring the rental cost down. City Manager Glanzer stated that one of the main draws for the building might be wedding rehearsals, receptions and family reunions and proposed allowing beer and wine at specific events. Any permission for such use would have to abide by state statutes and may require city staff members to oversee the process. City Manager Glanzer recommended a workshop or creating a committee to discuss this further.

The Commission decided to have a workshop on August 17, 2011, from 2-5 pm.

##### **B. Donation of Fire Pumper Truck to City of Lacrosse**

City Manager Glanzer stated that he was asked by Derrick Hines, Chief of the City of Lacrosse's Volunteer Fire Department to present a request to the City of Archer to consider donating the surplus 1983 F-800 Pumper Truck to the City of Lacrosse. The City of Archer placed the pumper truck on its list of surplus property several years ago. In consideration of the cost of potential repairs and recertification, and in speaking with officials from the Alachua County Fire Service, and reviewing websites offering used fire equipment for sale, the estimated value of the truck would be five to seven thousand dollars. City Manager Glanzer recommend that the city consider the donation of the vehicle.

MOTION made by Vice Mayor Zander to donate the Fire Pumper Truck and associated equipment to the City of Lacrosse.

SECOND made by Commissioner Lopez.

Commissioner Parker recommended including in the motion that the City of Lacrosse will take care of the transfer costs.

MOTION made by Vice Mayor Zander to donate the Fire Pumper Truck and associated equipment to the City of Lacrosse.

The City of Lacrosse will be responsible for the transfer costs involved.

SECOND made by Commissioner Lopez.

MOTION CARRIED 5-0.

#### **VI. REPORTS, CORRESPONDENCE, COMMUNICATION, PLANNING**

City Manager Glanzer's Report:

A. Preparation of the legal documents for the Sewer project: City Manager Glanzer stated that we are rapidly approaching the deadline for the submission our completed plans to FDEP. City Manager Glanzer asked the Commission for permission to negotiate with the Whitehurst's on the reimbursement to Rayonier and to authorize Attorney Kaye to work in conjunction with the Whitehurst's Attorney so that the documents will be acceptable to both parties.

Commissioner Green asked if the spray field property will be transferred as fee simple.

City Manager Glanzer stated that the treatment site itself, which is approximately eleven acres, will be transferred fee simple to the city. That means that the city will own that property. The city has to purchase the timber that is on the property site. The spray field sites and easements will remain in the ownership of Whitehurst and would be dedicated to the city through an easement. Whitehurst would like exclusive use of the effluent from the treatment plant to grow sod and hay.

Commissioner Parker asked about the timber that city is buying.

City Manager Glanzer stated that the city can harvest the timber for sale at some point.

Attorney Kaye commented that the spray field has to be clear and one part is harvesting the trees and the other part will be clearing the roots and preparing the land.

MOTION made by Vice Mayor Zander to give City Manager Glanzer the authority to negotiate with the Whitehurst's on the reimbursement to Rayonier and any dollar figure agreed upon will come back to the Commission for discussion.

SECOND made by Commissioner Green.

MOTION CARRIED 5-0.

MOTION made by Commissioner Green to authorize Attorney Kaye to work in conjunction with the Whitehurst's Attorney so that the final document will be acceptable to both parties.

SECOND made by Vice Mayor Zander.

MOTION CARRIED 5-0.

B. Finalization of the Community Center Project. The city is waiting to hear the confirmed time and date for the substantial completion walk through. Once the walk through is completed, USDA will approve the final payment except for the contracted hold back which will be released after a final walk through.

C. RFB for Solid Waste Services: There is a mandatory pre-bid meeting on Wednesday, August 10, 2011, at 2:00 pm. Inquiries have been made as to whether the city would consider an initial term of the solid waste contract to be for four years. The bid documents read that the initial term is for 2 years with two 2-year extensions for a total of six years.

Attorney Kaye stated that the 2-year terms are beneficial to the city and gives the incentive to the company to do a good job.

The Commission agreed to keep the 2-year term.

City Manager Glanzer stated that the RFB for Solid Waste Services is structured as a request for a bid and the language in the document states that the city does not have to go with the lowest bidder. There are concerns that the bid could be contested if someone other than the lowest bidder is selected.

Attorney Kaye stated that the strength of our decision is based on the circumstances and facts of why we make that decision. The city must go with the lowest bidder, but if there are reasons why that it not the case, then the strength of our case depends on the circumstances.

Commissioner Lopez asked about the complaints with the current service.

City Manager Glanzer reported that complaints tend to be with oversize trash waiting for pickup. Day-to-day pickup issues have been resolved and any issues are addressed promptly with the local manager.

Commissioner Green asked if anyone can opt out of garbage pickup.

City Manager Glanzer stated that by Ordinance, if you receive water, you have garbage pickup.

#### **ATTORNEY REPORT**

Attorney Kaye reported that a lawsuit is about to be filed against Sleepy Hollow, Inc., for the foreclosure on the property for failure to pay the fines that were levied against the property by the Code Enforcement Board.

City Manager Glanzer asked if any information was available regarding former Commissioner Costello's question about the liability issues for the city when Carolyn Khalvani is transporting children to swimming classes. The swimming classes were not sponsored by the city but the city posted the classes on the city's website.

Attorney Kaye stated that the city would have great liability with the transportation issue and suggested checking with the city's insurance carrier. If it is not covered by our insurance carrier, the city will have no coverage and the insurance company will have a right to deny the claim should anything occur.

#### **Vice Mayor Zander:**

Stated that the August newsletter is now available.

#### **Commissioner Green:**

Stated that they are still working on the street lights and pink ribbons tied around the poles signify that the lights are not working.

#### **Commissioner Lopez**

A. Thanked the Commission, City Manager Glanzer and staff for making The Archer Community Center opening a success.

B. Stated that she revised the website fundraising form to request donations in support of the programs at the center.

C. Noted that there might be some confusion with The Archer Community Center if the city allows the Community Access Center to advertise on the city's website. Commissioner Lopez proposed that the Community Access Center advertise their programs on their own website to avoid confusion and noted that we have to be careful when we allow non-profit organizations to advertise on the city's website.

**Mayor Ogborn:**

Mayor Ogborn and City Manager Glanzer will be attending the Florida League of Cities Annual Conference next week in Orlando. Also scheduled is a meeting with the Florida Department of Environmental Protection.

**VII. PLANNING CALENDAR**

- A. Recreation Committee Meeting, August 16 at 7 pm, City Hall
- B. City Commission Meeting, August 22 at 7 pm, City Hall
- C. Codes Enforcement Board Meeting, August 23 at 7 pm, City Hall

**VIII. CITIZENS COMMENTS**

Laurie Costello, citizen, made the following comments: A) Stated that the opening of The Archer Community Center was an outstanding event. B) Waste Pro is a good company and they call customers back when there is a problem. C) Stated that she was shocked when the Commission voted to give the pumper truck away, especially when water rates were raised. D) Stated that she has e-mailed City Hall on six occasions asking for information and has had no response.

City Manager Glanzer stated that he will print out the information Ms. Costello requested in the morning.

Commissioner Lopez stated that the pumper truck was advertised for sale extensively and there was no response.

Fletcher Hope, citizen, stated that on the day of The Archer Community Center opening, a large tree fell, blocking a citizen in and the community worked to help move the tree. The tree belongs to CSX, but there has been no response so far and Mr. Hope asked that no one be cited because we are doing the best to remove the debris.

Commissioner Green stated that former Commissioner, Horace Brown, is turning 90 this month and asked the Commission if we could recognize him at the next Commission meeting.

**IX. MOTION TO ADJOURN**

With no further business to discuss, Mayor Ogborn called for a motion to adjourn the meeting.

MOTION made by Commissioner Parker to adjourn the meeting.

SECOND made by Commissioner Lopez.

  
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City Manager John Glanzer

  
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Mayor Frank Ogborn