

CITY OF ARCHER COMMISSION MEETING MINUTES

Monday, February 14, 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.

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

I. APPROVE CONSENT AGENDA

- A. Minutes from the January 10, 2011 City Commission Meeting.
- B. Minutes from the January 24, 2011 City Commission Meeting.
- C. Approve Bill Payments as presented.

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

SECOND made by Commissioner Green.

MOTION CARRIED: 5-0, with corrections to the documents as requested.

II. GUESTS

Gus Olmos & Anthony Dennis, Alachua County Environmental Protection - Whistling Pines Settlement Update.

Gus Olmos referred the Commission to the Settlement Agreement and Consent Order between Alachua County and the City of Gainesville for the Application of Biololds. The document states that Gainesville Regional Utilities (GRU) will continue to apply Biosolids on the Whistling Pines property for five years, from the effective date, and then cease. Complying with the three-hundred foot setback created challenges, and the agreement states that there will be a seventy-five foot setback along the perimeter of the property. On Thursday, February 17, 2011, GRU will ask the City Commission to withdraw the Special Exception Application, cancel the purchase of Whistling Pines, and approve this agreement. On February 22, 2011, GRU will present the same presentation to the County Commission.

Commissioner Lopez commented on the seventy-five foot setback and stated that land owners are concerned about the increase in nitrates in the wells and she did not understand why GRU would not try to make people safe with the three-hundred foot setback.

Gus Olmos stated, by GRU pulling out their application, they would be in code violation, and one of the options for the County is to accept the agreement that GRU is presenting with the seventy-five foot setback. Gus Olmos stated that the nitrate levels in the ground water have no relationship with the setback. High nitrate levels are typically associated with agriculture.

Mayor Ogborn stated that when we attended the presentation, the amount of toxins dropped significantly with the three-hundred foot buffer zone, and asked why something in between, such as one-hundred-fifty feet, was not pushed for. The material presented to the Commission showed that the amount of bacteria and toxins significantly decreased with the three-hundred foot buffer and the health department stated three times in the report that they did not know if the toxins were hurting us.

Rosemary Aslanian, citizen, clarified that GRU was not planning to purchase the Whistling Pines property.

David Richardson, GRU, stated that the Whistling Pines purchase will be cancelled and in five years GRU will cease Class B Biosolids.

Mayor Ogborn clarified that there is a possibility that GRU would still be able to dump a different grade of bio-solids after the five years. David Richardson, GRU, stated that under this agreement, Class AA Biosolids could be applied.

III. CITIZEN COMMENTS

Linda Pizzari, citizen, asked if the current code states that there should be a 300 foot set back from the property line. Linda Pizzari stated that the smell is awful and GRU is dumping at night, even in the rain and the nitrates in her well have increased.

Gus Olmos stated that there is no setback requirement right now, but in 2013 there will be a seventy-five foot setback.

Commissioner Lopez asked why GRU is delivering at night now and not during the day.

David Richardson, GRU, stated that this is being done to alleviate traffic backups during the day.

Commissioner Green clarified that the actual application of the product is done by the farm workers and noted that 78% of our elemental atmosphere is nitrogen.

IV. OLD BUSINESS

A. Baskerville Donovan – Sewer / Preliminary Report.

David Keough, PE, Project Manager, recapped that in January members of the Commission and Sewer Committee were taken on a site visit to Williston and High Springs plants to get an idea of what the potential site might look like. The visit was reviewed with the Sewer Committee for the benefit of those members who could not attend. On February 17, 2011, an overview presentation will be given to the Sewer Committee to show the proposed service areas, collection system costs, long term costs and ranking criteria on the alternatives. Baskerville Donovan will come before the Commission for a final discussion at the March 28, 2011 Commission Meeting.

Vice Mayor Zander stated concerns that the Newberry and Hawthorne sites were unavailable to visit because of problems.

David Keough stated that the Newberry plant had an equipment failure and the Hawthorne site had an operator availability issue.

V. NEW BUSINESS

A. Billing Software

City Manager Glanzer stated that the City's CPA's feel strongly that the City could operate utilizing a Quick Books program on the general ledger side. Quick Books does not offer the ability to manage the water billing and the City would need another software system that would interact with Quick Books. Currently the City is in the process of reviewing two demonstration versions of software for the water billing. City Manager Glanzer asked the Commission for permission to go out on proposal for the general ledger side of the software and the billing software for the water bills. This will need to be advertised and go for bid.

Commissioner Lopez asked about the two different software systems.

City Manager Glanzer stated that Quick Books will be utilized for everything but the water billing. The water billing program will handle the customers, tiered rates and reports. At the end of the month the money part of the data will be transferred to the Quick Books program.

The Commission unanimously decided to accept City Manager Glanzer's proposal to advertise and go to bid for the required programs.

B. Code Enforcement Cases – Lien Foreclosures

Case Number: 2010-06 and 2010-07

City Manager Glanzer stated that Sleepy Hollow has had two code cases against them, 2010-06, 2010-07, mowing of the property and demolition of the old building. From the time that the cases were initiated and came into compliance, a total of \$32,500 in fines have been filed with the County Clerk. Mr. Gross has indicated numerous times that he would like to come before the Codes Board, but has not done this. City Manager Glanzer asked for permission to take this case to the Codes Board for consideration of foreclosure.

MOTION made by Commissioner Parker to allow City Manager Glanzer to bring the Sleepy Hollow cases 2010-06 and 2010-07 before the Codes Board.

SECOND made by Commissioner Green.

MOTION CARRIED 5-0.

Case Number: 2010-02

City Manager Glanzer stated that the respondents, in case 2010-02, have not responded to numerous attempts to contact them through certified mail and the property is accumulating fines at the rate of \$200 per day, with fines totaling \$32,000. The property has a tax certificate that the County is still holding. If the taxes are not paid by March 27, 2011, the certificate will revert to the County. No action is required and no motion needed.

C. Urban Services Area Update

City Manager Glanzer recapped that the Boundary Adjustment Act was passed in the early nineties and Alachua County is the only county in the State of Florida that has a boundary Adjustment Act. The goals of the Boundary Adjustment Act are to create Urban Reserve areas and to control how annexations take place within Alachua County.

Every five years there is an opportunity to readdress the Urban Reserve Boundaries and the County is asking if the City of Archer wants to modify our Urban Reserve Boundary. City Manager Glanzer referred the Commission to the map that was adopted by the County on January 10, 2006 and defines the Urban Reserve and Extra-Territorial Areas and City limit boundaries. City Manager Glanzer proposed notifying the County that the City does not want to expand our urban reserves and we would like to leave it as is, without change.

MOTION made by Commissioner Parker to take the City Manager's recommendation and not expand our Urban Reserve area.

SECOND made by Commissioner Zander.

MOTION CARRIED 5-0.

D. Proclamation – Water Conservation Month

Mayor Ogborn read the Proclamation for Water Conservation designating April as the City of Archer's Water Conservation Month.

Gus Olmos, Alachua County Environmental Protection, stated that the County has recently hired a Water Conservation Manager who will be contacting the City to schedule a future presentation.

VI. REPORTS, CORRESPONDENCE, COMMUNICATIONS, PLANNING

A. City Manager Report

City Manager Glanzer reported:

1) Holly Hills Retention Project Bid Opening: On Friday, February 11 2011, the City had a bid opening for the Holly Hills Retention Basin Project. Five bids were presented and are currently being reviewed for accuracy. Staff will have a formal recommendation for the Commission at the meeting on February 28, 2011. All bids were within the projected costs for the project. Bid Respondents: V.E. Whitehurst, O'Steen Bros., Florida Concrete and Recycling, R.E. Arnold and Thunderhole, Inc.

2) MainStreet Broadband: The installation of MainStreet Broadband should start within the next two weeks with the intent to be operational by March.

3) Upcoming Budget Workshops: The consensus of the Commission was to schedule the Budget Workshop on March 17, 2011 from 3-5 pm and the Baskerville Donovan Workshop on March 24, 2011 from 3-5 pm.

4) Congressman Cliff Sterns Visit: Congressman Sterns' representative was at City Hall on February 10, 2011, to meet with Archer citizens and elected officials. There was a good turnout by citizens.

5) Junior Commission Tallahassee trip: On March 16, 2011 the Alachua County Legislative Day is going to be held in Tallahassee. In past years, the City has sponsored the Jr. Commission's participation in this event. The cost is \$45 per registrant for a total of \$315.00 to fund the five Junior Commissioners, the Faculty Sponsor, and City Commission Sponsor. This item will be placed on the agenda for a decision at the next meeting.

6) Information was supplied to the Commission regarding the Alachua County Legislative Day and the Florida League of Cities Legislative Action Days with the attached schedule and hotel information. If any Commissioner would like to attend, they should let staff know as soon as possible.

7) Crime report: The Alachua County Sheriff's Crime Report for the City of Archer was available for review in the agenda packet.

B. Attorney Report

No items to report at this time.

C. Commissioner Reports

Commissioner Parker:

- Stated that she wanted to recognize Brenna Braley with a Certificate of Appreciation for her dedicated efforts at the Archer Depot Museum and Archer Historical Society. Commissioner Parker thanked John Mayberry, Administrative Services Coordinator for his assistance in creating the certificate.
- The Energy Efficiency Committee is making progress and Congressman Cliff Sterns' Representative has promised to search for available grants for the project.

Vice Mayor Zander:

- Called for articles for the newsletter.

Commissioner Lopez:

- Inquired about the Florida Department of Management Service's invoice showing calls to different areas and long distance numbers.

City Manager Glanzer stated that whenever we fax something to a long distance number, it shows up as a long distance call. The City provides fax services to citizens. The calls are legitimate and the charges are cents and not dollars because the City is on the Florida Department of Management Service plan.

- Stated that the name of a past employee appears on invoices and recommended updating the contact person.
- Inquired about the combined life and dental insurance and noted that the City was to get money back, but there was a bill presented for payment.

City Manager Glanzer stated that the insurance company is working on correcting this issue and getting the City a credit. The insurance provider was told by Blue Cross Blue Shield that the City had to pay these rates because it is a State Statute. The City asked to be provided with the State Statute, but this did not happen. If the City pays one hundred percent of everyone's insurance, then the City does have to carry one hundred percent. But if we tell our employees that if they want life or dental insurance, they have to pay for it, and then we are not required to carry one hundred percent.

Commissioner Lopez recommended letting the attorney handle this matter.

Mayor Ogborn asked the amount of the refund. City Manager Glanzer stated that it is approximately \$140 per month.

- Received letter from Mr. Davis concerning the nitrates increasing in their well.
- Stated that the contractors started work at the Community Center last Monday. There was a Community Center Meeting and the Commission was invited so that documentation of all funding could be provided. The committee is looking for a chairperson to help plan the grand opening event. The Committee is looking for drapes and a leader Board to be donated. (36x36, \$2,577) so that we can display the names of everyone who has contributed \$500 or more to the Community Center. There is an on-going brick sale and the Committee is planning to fill in the bricks now to honor the people who have contributed prior to the opening. In the budget, we raised \$902,000 in donations and grants.
- Distributed and read a list of Personnel Committee projects in process or requiring follow-up on the following items: Personnel Policy Manual, Evaluations, Job descriptions, Update 911 Addresses, Website. This information is to share what has been done so far and bring Mayor Ogborn up-to-date as he is taking over the position on the Personnel Committee.
- Stated that Bo Diddley's guitar was auctioned off for \$2,500. The final report on the Bo Diddley finances will be forthcoming.

Commissioner Green:

- Sewer Committee met on February 3, 2011 and Mr. David Keough gave a presentation to us on the sewer site visits to Williston and High Springs. The Sewer Committee will meet again on February 17, 2011.
- Noted that the Archer Chamber of Commerce will be meeting every other month.

Mayor Ogborn:

- Inquired about the Personnel Policy Manual.

City Manager Glanzer stated that the Personnel Policies Manual has a few minor changes and editing work before a meeting can be scheduled.

- Mayor Ogborn stated that in the class that he and Commissioner Green took a lot of Codes Enforcement Boards are charging for their trip out to the site prior to any enforcement being done. For City personnel to go out to the site, put a sign in the ground, is a fine unto itself that the City can charge.
- Inquired if Commissioner Lopez has been able to contact Alex Sink.

Commissioner Lopez stated that she sent a letter to Alex Sink and Alex Sink replied that she wants to start a foundation to assist small communities and Archer will be at the top of the list.

- Inquired if cell phone towers could be put on the non-buildable surplus properties in Archer.
- Stated that the City of Dunnellon has three traffic cameras and their take after two months on red lights is approximately \$204,000.00, which is approximately \$34,000 per month. This is something that Archer could use to generate revenue. Two photos are taken and there is a private monitoring firm that will provide this service for approximately five thousand per month.

City Manager Glanzer stated that there is a Senate Bill that might stop this and recommended waiting until the legality of the current law is decided because if we charge people, we might have to pay people back.

Attorney Kaye stated that there is a lot of litigation regarding this matter, and it might not be viable for the City to get into this at this time.

VII. PLANNING CALENDAR

- A. Recreation Committee Meeting, February 15, at 7 pm, Archer City Hall.
- B. E.A.R. Workshop, February 16 at 3-5 pm, Archer City Hall.
- C. Sewer Committee Meeting, February 17 at 7 pm, Archer City Hall
- D. CDBG Holly Hills bid opening February 11 at 2 pm, Archer City Hall.
- E. Codes Enforcement Board Meeting, February 22, Archer City Hall (CANCELLED)
- F. City Commission Meeting, February 28, at 7 pm, Archer City Hall.

City Manager Glanzer stated that the E.A.R. Workshop with Gene Boles, UF Building Better Communities Program, will revolve around the proposal to do the City's E.A.R related amendments. Gene Boles was paid monies back in 2006 to create amendments to our Comprehensive Plan that have not been adopted. The Commission needs to know if what he is proposing now is different from what he did in 2006.

VIII. CITIZENS COMMENTS

None

IX MOTION TO ADJOURN

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

MOTION made by Commissioner Lopez to adjourn the meeting.

SECOND made by Commissioner Green.

MOTION CARRIED: 5-0.



City Manager John Glanzer



Mayor Frank Ogborn