

CITY OF ARCHER COMMISSION MEETING MINUTES

Monday, November 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 Zander
PLEDGE OF ALLEGIENCE: Mayor Frank Ogborn
QUORUM CHECK:
Mayor Frank Ogborn
Vice Mayor: Marjorie Zander
Commissioners: 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 October 24, 2011, City Commission Meeting.
- B. Minutes from the November 8, 2011 Canvassing Board Meeting.
- C. Approve Bill Payments as Presented.

MOTION made by Commissioner Green to approve the Consent Agenda and the Minutes as presented above.

SECOND made by Vice Mayor Zander.

MOTION CARRIED 4-0.

II. CITIZEN COMMENTS

Susan Drawdy asked if the city could ask Waste Pro not to put the empty garbage cans in the middle of the driveway.

Waste Pro representative Dana Miller asked to be provided with the address where the garbage cans are being left in the driveway.

III. SWEARING IN OF NEW COMMISSIONER

Judge Robert Groeb swore in Fletcher Hope as the newly elected Commissioner, for seat three, of the Archer City Commission.

CITY OF ARCHER COMMISSION

Mayor: Frank Ogborn
Vice Mayor: Marjorie Zander
Commissioners: Blanch Parker
Gabe Green
Fletcher Hope

IV. NEW BUSINESS

A. Archer Historical Society - Request for Old Archer Jail Building

Dr. Braley, AHS Secretary, stated that the Archer Historical Society is requesting the use of the old jail for the purpose of storage, creating exhibits, various fall events and teaching the history of local law enforcement. Dr. Braley stated that the Archer Historical Society is not asking for a transfer of ownership, but use of the property.

Vice Mayor Zander stated that the old jail is being used to store old city documents.

City Manager Glanzer stated that the Christmas decorations are currently being stored in the old jail. After the holidays, the decorations will be stored at the city yard in a closed in area that will not be exposed to the elements. The city documents are currently stored in the brick building in front of City Hall.

Commissioner Parker commented that the Christmas lights were soiled from being stored in an open area. Commissioner Parker also noted that the old jail area is damp and not insect free and any items would need to be stored in closed containers.

MOTION made by Commissioner Green to allow the Archer Historical Society to use the old jail property for storage.
MOTION AMENDED by Commissioner Green to allow the Archer Historical Society to use the old jail property for storage, exhibits, fall events and to teach the history of local law enforcement.
SECOND made by Commissioner Parker.

Commissioner Hope stated that there several members on the Commission who are also members of the Archer Historical Society. The Commission decided that there was no conflict of interest.

On the recommendation of Attorney Kaye, the city will check with the insurance company and prepare a lease agreement for the Commission to review.

Tillie Davis, Archer Historical Society, stated that she has no problem with tabling this item tonight because this will allow time to contact the insurance company and bring this information back to the Commission at the next meeting.

MOTION made by Commissioner Hope to table this item to the next City Commission meeting on November 28, 2011.
SECOND made by Vice Mayor Zander.
MOTION CARRIED 5-0.

B. City Fee Waiver Policy

City Manager Glanzer stated that at a past meeting, one of the issues revolved around waiving fees for an organization that is not a 501c(3) corporation. City Manager Glanzer stated that he has not been able to find anything specific that limits the city to only allowing fee waivers to certified IRS non-profit organizations. City Manager Glanzer identified Item Number Two in the City's Fee Waiver Policy, which covers non-profit organizations and a yet to be defined community charitable organization.

MOTION made by Commissioner Hope to accept the Fee Waiver Policy, with the exception of Item Two, to strike Subsection A and retain B with the clarification of a State of Florida recognized not-for Profit Charitable Organization only.
SECOND made by Commissioner Parker.

City Manager Glanzer asked if the Commission wanted to put some language in the City Fee Waiver Policy stating that if fundraising takes place at an event where the fees have been waived, a percentage of the fundraising should go to the organization's administrative fees or the entire amount has to go to whatever the event is raising money for.

Mayor Ogborn proposed voting on what we have on the floor right now and revisiting this issue at a later date.
Attorney Kaye clarified that requests for fee waivers must come before the Commission.

City Manager Glanzer confirmed that only the Commission can waive fees. The motion was amended to clarify this more clearly in the document.

MOTION AMENDED by Commissioner Hope to accept the Fee Waiver Policy, with the exception of Item Two, to strike Subsection A and retain B with the clarification of a State of Florida recognized not-for Profit Charitable Organization only, and to strike the word "may" and replace it with "shall" so that the sentence reads, "shall be waived by the City Commission."
SECOND made by Commissioner Parker.
MOTION CARRIED 5-0.

City Manager Glanzer stated that this will be brought back to the Commission in the form of a Resolution.

City Manager Glanzer stated that he has received a letter of resignation from Mr. Fletcher Hope, Chairperson, City of Archer Codes Enforcement Board. The City will start the process of advertising the vacancy and accepting applications.

V. REPORTS, CORRESPONDENCE, COMMUNICATION, PLANNING

City Manager Report

1) 2011-2012 Budget Advertisements: City Manager Glanzer stated that he has been notified by the Department of Revenue that the Notice of Hearing placed by the city prior to the final budget hearing has been found in to be in non-compliance with State Statutes. This will necessitate a re-advertisement and final hearing on the budget. There were two errors in the advertisement. City Manager Glanzer stated that the first error was based upon his error in the calculation of the figures presented in the advertisement. The second error was based on a Scribner's error on the part of the newspaper. The newspaper was provided with an advertisement with the correct headline "Notice of Proposed Tax Increase" and they changed it to read "Notice of Budget Hearing." At the Hearing scheduled on November 28, 2011, we will void the second vote for Ordinance 4-2011 taken on September 26, 2011, as it was based on an

improper ad and we will have the second vote on the ordinance at the November 28th meeting. As for Resolution 2011-15, a new one will be prepared for the meeting.

2) Official Final Election Results: City Manager Glanzer clarified that after waiting the prescribed 48 hours, the following are the results of the three provisional ballots: Two of the ballots were filed due to an inability of the Supervisor of Elections to verify that the two citizens were qualified voters in the State of Florida or the County of Alachua. Attempts were made to contact the two individuals to no avail. After 48 hours they did not provide any information to the Supervisor of Elections to overturn the original ruling that they were not qualified to vote in the Archer Election. Because of these facts, their ballots will remain sealed. The third Voter, whose vote was challenged, was deemed to be a qualified voter in the City of Archer by the Supervisor of Elections and no credible evidence was provided by the challenger within the 48 hour period. City Manager Glanzer stated that this voter, by the authority given to him by the canvassing board, was accepted as a viable voter and the ballot envelope was opened and witnessed. The vote was for Fletcher Hope. This makes the final Official Tally of the votes for the Special Election for seat three to be as follows: Laurie Costello 53, Fletcher Hope 147

Attorney Report

Attorney Kaye congratulated Commissioner Hope on his election and presented Commissioner Hope with a Commission's Handbook.

Commissioner Reports

Commissioner Parker

Commissioner Parker stated that she would like to get a women's club started in the City of Archer. Commissioner Parker asked members of the Commission to speak to their wives and get the word out in the community.

City Manager Glanzer asked if Commissioner Parker would like this information put on the City's website. Commissioner Parker agreed that this would be a good idea.

Vice Mayor Zander

Vice Mayor Zander called for articles for the newsletter, especially an article from Mayor Ogborn.

Commissioner Green

Commissioner Green stated that the Chamber of Commerce is planning the Christmas tree lighting. Commissioner Green asked Waste Pro to check the garbage cans at the ball field area because they are full.

Mayor Ogborn

Mayor Ogborn asked if the November 17, 2011 workshop was confirmed.

City Manager Glanzer stated that the workshop was confirmed and noted that this will be a strategy session to discuss CDBG grants.

Mayor Ogborn asked City Manager Glanzer to report on the citizen comment concerning city staff working on private property and taking a city vehicle home.

City Manager Glanzer reported that the private property issue involved cutting a tree down that was threatening the Historical Society's City Depot. The vehicle being taken home by the Utilities Supervisor is not being used for personal use and has been authorized, as per the Personnel Manual.

Mayor Ogborn stated that on September 18, 2011, the street lights went out on his street and the light pole remains broken in half. City Manager Glanzer stated that he will contact the representative and request repairs.

Commissioner Hope

Commissioner Hope stated that he has resigned his position as Vice President with the Chamber of Commerce, effective November 10, 2011. Commissioner Hope stated that the Gainesville Sun reported on the challenges Archer faces with the sewer system and The Voice of the People printed a letter he wrote thanking the community for their support and confidence in electing him to office. Commissioner Hope read the letter that appeared in The Voice of the People thanking the community.

VI. PLANNING CALENDAR

- A. Joint Commission/Sewer Committee Workshop, November 17 at 7pm, City Hall
- B. CITY HALL CLOSED, November 24 & 25 - Thanksgiving
- C. City Commission Meeting, November 28 at 7 pm, City Hall
- D. Code Enforcement Board Meeting, November 29 at 7 pm, City Hall
- E. City Commission Meeting, December 12 at 7 pm, City Hall
- F. Planning & Zoning Board Meeting, December 13 at 7 pm, City Hall

City Manager Glanzer stated that in the past the Commission has occasionally voted to have only one meeting in December due to the holiday schedule. This year, the Commission meeting falls on December 26, 2011. This item will be put on the agenda for discussion at the next meeting.

VII. MOTION TO ADJOURN

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

MOTION made by Commissioner Green to adjourn the meeting.

SECOND made by Commissioner Parker.



John Glanzer, City Manager



Frank Ogborn, Mayor