

CITY OF ARCHER COMMISSION MEETING MINUTES
Monday, September 26, 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 ALLEGIANCE: 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

Mayor Ogborn stated that a correction needs to be made in tonight's agenda under New Business. Instead of "Heagy Street access" it should be corrected to read "Heagy Street ownership."

I. APPROVE CONSENT AGENDA

- A. Minutes from the September 12, 2011, City Commission Meeting.
- B. 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. PUBLIC HEARING

- A. Ordinance 04-2011 Setting the Tax Millage Rate for FY 2011-2012, Second Reading.

Attorney Kaye read Ordinance 04-2011 Setting the Tax Millage Rate for FY 2011-2012, second reading by title only.

MOTION made by Commissioner Parker to adopt Ordinance 04-2011, Setting the Tax Millage Rate for FY 2011-2012.
SECOND made by Vice Mayor Zander.

City Manager Glanzer read the following information into the record: The city has an adjusted taxable value of \$32,907,484.00 at the proposed rate of 5.2 mills. This will generate \$175,728.00 in Ad Valorem taxes. This is an increase of \$7,921.00 over last year's \$167,807.00 in taxes.

MOTION CARRIED 4-0.

- B. Resolution 2011-15 Adopting the Final Budget for FY 2011-2012

Attorney Kaye read Resolution 2011-15 Adopting the Final Budget for FY 2011-2012 for the record.

City Manager Glanzer read the following information into the record: The general fund this year consists of \$635,704.00 in revenues; general fund expenditures equal \$635,704.00. The water billings this year consist of \$194,000.00 in projected revenues with an equal \$194,000.00 in expenses. Street funds are \$98,800.00 in gas tax revenues with \$171,675.00 in expenditures. Solid waste will be \$154,000.00 in projected revenues, with \$126,000.00 in projected expenses, with a transfer to the general fund of \$25,000.00 and an excess of revenue over expense of \$3,000.00, which will roll into the reserves of the city at the end of the year.

MOTION made by Commissioner Green to adopt Resolution 2011-15, Adopting the Final budget for FY 2011-2012.

SECOND made by Vice Mayor Zander.

MOTION CARRIED 4-0.

III. CITIZEN COMMENTS - None

IV. OLD BUSINESS

A. Heagy Street Ownership - Fletcher Hope

City Manager Glanzer recapped that in 2008 Maddox Foundry, working with Causseaux, Hewett, & Walpole, Inc. (CHW) undertook a comprehensive survey of the properties owned by Maddox Foundry with an eye to future development. It was found that the City of Archer did not have the title to a portion of Heagy Street which lies north of the foundry. In the process, certain affidavits were turned over to the city to be forwarded to the city attorney. These documents did not make it to the city attorney. Mr. Hope is presenting these documents again tonight in an effort to create finality to this issue.

The city currently has a 6-inch water main which lies underneath Heagy Street which is owned by Maddox Foundry. The line serviced homes which used to exist on the street but now currently services only the Church of God. There are concerns that there may be some leakage on that line or at some point in the future. Mr. Hope has expressed a willingness to work with the city if the city needs to check for leaks. City maps indicate that the water main was in existence in 1963.

Fletcher Hope recapped that in 2008, Maddox had presented that their intent was to improve the property and service road, take care of some storm water issues, and secure the property with fencing. CHW provided a survey and the affidavit was completed but it is not on file with the City of Archer. Mr. Hope stated that he has made sure that CHW completed the filing of the work order as a record of affidavit with the County. After the completion of the title searches, former Mayor Laurie Costello directed former City Manager Drymon to ask Attorney Kaye to provide further investigation of title ownership. These additional expenses were paid for by Maddox Foundry.

Commissioner Parker asked if other areas of the city are locked preventing access like the Heagy Street area.

Fletcher Hope stated that Maddox will continue to work with the city to assure their access to the area. Fletcher Hope stated that his concerns are finishing the record of documentation in the City of Archer, that should have been done right the first time, and to make sure that the records are available to City Manager Glanzer and Attorney Kaye.

Attorney Kaye stated that the city should have an easement along that road to access the water line. If the city was unable to repair the water line, the party suffering would be the Church of God and there could be possible litigation regarding this issue.

Commissioner Green asked Fletcher Hope if he had any problems with an easement.

Fletcher Hope stated that he has a problem with the easement because there is only one pipeline to one end user that is already compromised. The intent tonight was not to get into the legality of easement rights; it was to finish the right of ownership of the property.

Mayor Ogborn recapped that Mr. Hope has stated that the city can have access to the area during business hours without any problem.

Fletcher Hope stated that there is a purpose for Heagy Street staying secure. Maddox Foundry has to answer to the Federal DEP regarding the storm water run-off and the ponds are monitored regularly for heavy metals and must remain secure.

Attorney Kaye stated that there may already be an existing easement and more research needs to be done.

Mayor Ogborn stated that we are here tonight to discuss ownership of Heagy Street and not easement rights.

Attorney Kaye recommended that the Commission refrain from taking a vote tonight until more research can be done.

Commissioner Green commented that we should get this issue on the easement settled for future Commissions.

MOTION made by Commissioner Parker to direct Attorney Kaye to research the easement.

SECOND made by Vice Mayor Zander.

Laurie Costello, citizen, asked if the water main was ever checked for leaks.

City Manager Glanzer stated that the Florida Rural Water Association is willing to provide a study on the water main.

Mayor Ogborn stated that the city does not need an easement to check for leaks and Mr. Hope has stated that he will give the city access anytime the city needs to check the pipeline.

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

V. REPORTS, CORRESPONDENCE, COMMUNICATION, PLANNING

City Manager Glanzer's Report

A. Halloween Party Request: Former Commissioner Roberta Lopez has asked if the City would consider sponsoring a Halloween party Sunday, October 30, 2011 at 5:00 pm for the children of Archer. She has requested the use of \$250 of the funds raised by the Biddle event to fund the party.

MOTION made by Commissioner Parker for the city to sponsor the Halloween party event.

SECOND made by Vice Mayor Zander.

MOTION CARRIED 4-0.

B. Doe Run Retention Area: The retention area at the southern end of the Doe Run Subdivision has developed several sink holes within a fenced area of the basin. A task order has been issued for \$750 to CHW to investigate the problem and recommend a process to remediate the issue. There is a possibility that further engineering costs may be needed depending on the initial review. Several loads of fill have been dumped by the city in the holes, but the holes come back.

C. BDI Task Order: The Commission discussed previously how to improve our grant scoring in the loan applications to USDA and the Small Disadvantage Community Grant we have applied for. It has been suggested by FDEP and the Water Management District that we consider a local study of ground water and soil samples to try and establish criteria which would suggest a failing of septic systems in the Archer sewer service area. If the city can develop criteria showing failing systems, this creates a potential health issue and can increase our grant scoring. BDI has been asked to prepare a Scope of Work, testing criteria, and cost to accomplish this. As part of the project the city will be entering into discussions with the Alachua County Government to request funds to help pay for the study. The Mayor has arranged for the city to be on the agenda at the October 12, 2011, County Commission meeting to discuss this issue. Mayor Ogborn and City Manager Glanzer will also be speaking individually with Commissioners about this project.

D. Community Center: The city has received all of the final inspections and the building is officially open for occupancy. There are currently four reservations for the building and with the Halloween party it will make five. The Mural is being restored on weekends and the stage curtains have been hung. Measurements for the window curtains have been made and any remaining building supplies will be removed. The city is currently working with Daly and Zilch and USDA to complete the final paperwork for the final payment requests, change orders and reimbursements from USDA from the contingency funds. The city has installed a 24 hour security camera within the building and the fire alarm is active as is the security system. The wireless service at the Community Center is one of the free services that the city received from MainStreet Broadband as part of our contract for them using the water towers for their antenna placement.

E. Contract for Sale: In discussions on the contract for sale, the city is trying to work out details which will allow the city to have the ability to negotiate future rights to the treated effluent while still allowing the Whitehurst's a fair exchange for their donation of right-of-ways and land for the treatment site. If we are not able to finalize an agreement in the next week, we may have to resort to a Memorandum of Understanding.

F. Request to Waive Fees for Holiday Event: The Archer Library and Jordan Glen School have requested the use of the Community Center and a waiver of fees on December 12, 2011 from 9:30 am to 12:30 pm for Jordan Glen to produce a play of scenes from the Christmas Carol.

MOTION made by Vice Mayor Zander to waive the fees for the Archer Library and Jordan Glen School to use The Archer Community Center for their Christmas play.

SECOND made by Commissioner Green.

MOTION CARRIED 4-0.

City Manager Glanzer stated that the water bills are due on the 10th day of the month. When the 10th falls on a Saturday, the next day will not have late fees applied. This information cannot be programmed into the software and some fees were charged to people who should not have been charged. The staff are crediting accounts or taking the late fee off the bill when customers come into the office. When customers come in with checks already written for a specific amount and then ask for their account to be credited, the credit does not get credited to the account until the first of the next month.

Commissioner Parker proposed printing an informational sheet for customers explaining how the credit will be applied.

Commissioner Reports

Commissioner Parker:

- A) Stated that former Commissioner Lopez would like to submit her application tonight to serve on the Energy Efficiency Committee.
- B) Requested for the vacant position on the Energy Efficiency Committee to be advertised in the newsletter.
- C) Requested for an article in the newsletter explaining how the city will apply credits on water bills.

vice Mayor Zander

Vice Mayor Zander called for articles for the newsletter.

Commissioner Green

Commissioner Green discussed the status of the sewer and the possibility of starting a co-op, if enough interest could be generated. Co-op members have stock in the company and have the possibility of receiving dividends.

Mayor Ogborn

Mayor Ogborn reported that several street lights have been out for over a week and the wire from Comcast is still on the ground. Several calls have been placed but this issue has not been resolved.

City Manager Glanzer stated that he will work on this issue in the morning.

MOTION made by Vice Mayor Zander to appoint Roberta Lopez to the Energy Efficiency Committee.

SECOND made by Commissioner Parker.

MOTION CARRIED 4-0.

VI. PLANNING CALENDAR

- A. Codes Enforcement Board Meeting, September 27 at 7 pm, City Hall
- B. City Commission Meeting, October 10 at 7 pm, City Hall
- C. Planning & Zoning Board Meeting, October 11 at 7 pm, City Hall
- D. City Commission Meeting, October 24 at 7 pm, City Hall
- E. Codes Enforcement Board Meeting, October 25 at 7 pm, City Hall

City Manager Glanzer stated that the Energy Efficiency Committee has been tentatively scheduled for October 18, 2011, at 6:00 pm.

City Manager Glanzer extended an invitation to all Commissioners, spouses, significant others, and support staff to attend a Christmas party that city staff are planning on December 17, 2011, from 5:00 pm until 8:00 pm at The Archer Community Center.

The Chamber of Commerce is meeting on October 22, 2011, at The Archer Community Center, for a political rally for those people who have qualified for the special election. The Archer Library and Jordan Glen School will be using The Archer Community Center for their Christmas Carol play on December 12, 2011.

Mayor Ogborn stated that he plans to attend the Alachua County League of Cities meeting in High Springs.

VII. CITIZENS COMMENTS

Laurie Costello, citizen, requested for the newsletter and the Commission Meeting audio to be put on the city's website.

City Manager Glanzer stated that the newsletter will be put on the city's website this week but the audio of the Commission meetings is too large and would be too difficult for people to download.

Mayor Ogborn proposed waiting until the city is able to obtain the right equipment to record the meetings for the website.

Fletcher Hope stated that Maddox Foundry went live with the solar system and 5% of the energy is being recouped on a monthly basis. Maddox Foundry has recently learned of a Federal Grant Funding program which is affording them an additional \$27,000.00 in recognition of being an industry in a rural development area trying to conserve electricity.

Vice Mayor Zander requested for this information to be submitted for publication in the newsletter.

VIII. 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 Vice Mayor Zander.


John Glanzer, City Manager


Frank Ogborn, Mayor