

**MEETING MINUTES**  
White Springs Town Council  
Town Hall Conference Room  
Tuesday, December 10, 2019  
6:30pm

1. Call to order, Invocation & Pledge of Allegiance to Flag
2. Roll Call: Mayor Helen Miller, Vice Mayor Walter McKenzie, Council Members Tonja Brown, Tom Moore, Anita Rivers, Town Attorney Megan Logan, Interim Town Manager Tommie Jones, Fire Chief Kevin Pitman, Police Chief Tracy Rodriguez, Volunteer Acting Clerk Beverly Brazil, and concerned citizens.
3. Additions, Deletions, Amendments to the Agenda: *(NONE)*
4. Citizens from the floor: (Five-minutes/speaker) once recognized by the Chair, please state name and address. *Lucy Smith spoke to Council regarding a water bill at her mother's residence which has been unoccupied due mothers illness and excessive water bill was due to a broken pipe.*
5. Consent Agenda Docket: All items are considered by one motion unless removed from the Consent Docket by a member of the Council.
  - a. Approval of Agenda
  - b. Approval of Accounts Payable for November 2019
  - c. Approval of Minutes for Regular Meeting Held 11/12/2019
  - d. Approval of Minutes Planning and Zoning Held 11/20/2019*(Council action - Motion by Vice Mayor McKenzie, Second by Councilwoman Brown to approve item #5 passed 5/0)*

Recess Council Meeting – 6:46pm for Public Hearings on Ordinances by Mayor Miller

6. Public Hearings
  - a. Ordinance #19-04 Second Reading – Approving a Small-Scale Future Land Use Map Amendment for Parcel #8298-000-CPA (SSA) 2019-01 Kelly and Matthew Erkingier.
  - b. Ordinance #19-05 Second Reading – Approving a Rezoning for Parcel #8298-000-REZ 2019-01 – Kelly and Matthew Erkingier.*(Council Action - Ordinances read by Interim Town Manager Jones, no public comment offered on either ordinance, Motion to approve by Vice Mayor McKenzie, Second by Councilwoman Rivers approved item #6 a. & b. passed 5 / 0)*

Public Hearing Adjourned Council Meeting Called Back to Order 6:50pm by Mayor Miller

7. Reports
  - a. Fire Department  
*(Council action – Motion by Vice Mayor McKenzie Second by Councilman Moore to pay a stipend for Vol. Firefighters based on certifications and call response: \$5 for support, \$10 Fire 1 Cert., \$15 for Fire 2 Cert. & EMT or Paramedic, and \$20 for Fire Chief in place of monthly stipend. Max of 10 calls per month.)*
  - b. Code Enforcement
  - c. Special Events Committee
  - d. Town Manager
  - e. Planning & Zoning
  - f. Police Department
  - g. Town Attorney

- h. Recreation Committee  
*(Council Action – Motion by Vice Mayor McKenzie, Second by Councilman Moore, to transfer to Project Hope the 2 wood splitters, the wood carving equipment and software, and cart. Motion passed 2/1. Councilwoman Brown Abstained, Councilwoman Rivers & Mayor Miller recused due to perceived conflict.)*

8. Old Business

- a. Town Clerk Absence
- b. Accounting Performance Audit
- c. E-mail Accounts / Records Retention
- d. Legislation Appropriations Request for Water / Distribution System  
*(Council Action – Motion by Councilman Moore, Second by Councilwoman Rivers to allocate funds to purchase bypass equipment for lift station expending funds in excess of \$2,500. Motion carried 5/0.)*
- e. Volunteers / Office Assistance
- f. Water Meter Lockouts  
*(Council Action – Tabled until January meeting.)*
- g. Code Enforcement
- h. Old City Hall / Jail Building

9. New Business

- a. Mittauer and Associates
  - Engineer's Recommendation of Award for DEP SRF I/I Correction (Sewer Rehabilitation) Project
  - Consideration / Approval of proposed Change Order #1 for SRF Project to reduce scope.
  - Update on FDOT SCOP Kendrick Street Paving & Drainage Project.

*(Council Action – Motion by Vice Mayor McKenzie Second by Councilwoman Brown to accept change order #1 and reallocate funds as recommended. Motion passed 5/0.)*

- b. Approval of 2020 Council Meeting Dates

*(Council Action – Motion by Councilman Moore, Second by Councilwoman Rivers, Council Meetings to remain second Tuesday each month through 2020. Motion passed 5/0.)*

- c. Business Logic Forms

1. Visitor's Log – everyone entering secure areas of Town Hall must sign visitor's log.
2. Volunteer Application
3. Key Distribution Log
4. Receipt of Town Property

10. Council Member Reports and Communications

*(Council Action – Motion by Councilman Moore, Second by Councilwoman Rivers, for Town to host Suwannee River League of Cities Meeting April 17, 2020. Motion passed 5/0.)*

11. Adjourn

*(Council Action- Motion by Councilman Moore, Second by Councilwoman Rivers approved item #11 passed 5/0.)*

IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE TOWN COUNCIL, WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, THAT PERSON WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE THAT PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA) PERSONS NEEDING SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THE COUNCIL PROCEEDINGS SHOULD CONTACT THE TOWN CLERK'S OFFICE NOT LATER THAN THREE DAYS PRIOR TO THE MEETING.