

TOWN OF WHITE SPRINGS

 “On the Banks of the Suwannee River”

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MINUTES

WHITE SPRINGS TOWN COUNCIL

Regular Council Meeting

Town Hall Council Chambers

Tuesday, November 9, 2021

6:30 p.m.

**1.** **Call to Order, Invocation, and Pledge Allegiance to Flag** – Mayor Rivers called the meeting to order at 6:30pm. Town Clerk Ruise lead the Invocation and the Council lead the Pledge of Allegiance.

**2.** **Roll Call** – Mayor Rivers called the roll. Council Members present: Jacqueline Williams, Vice-Mayor Nicole Williams, and LaRita McCallum. Mary Berry was absent.

**3. Additions, Deletions, and/or Amendments to the Agenda** – Mayor Rivers asked if there were any additions, deletions, and/or amendments to the agenda? Mayor Rivers stated to Delete Item 8.B. in New Business - Re-Advertise FY 2021 Final Budget. Mayor Rivers then stated to Add Item 8.B in New Business – November 11, 2021 – Veterans Program; and Add Item 8.C. – December 10, 2021 – Christmas Parade; then Add Item 8.D. – Resolution 21-04/Department of Transportation; then Add Item 8.E – Mittauer and Associates – Change Order #11 (Sewer Rehab) and Amendment #2 (Loan). Mayor Rivers asked for a separate motion on items B., C., & D. Council LaRita McCallum motioned to approve items B through C. Vice-Mayor N. Williams seconded the motion. Motion passed 4-0. Mayor Rivers asked for a motion on item E, but to make the motion to both items in C. Council LaRita McCallum made the motion to approve the two items in 8.E. for Mittauer and Associates. Vice-Mayor N. Williams seconded. Motion passed 4-0.

**4. Citizens from the floor:** (Request form needed - 5min. limit)

Bruce Witton: Mr. Witton stated he was representing the CSO Volunteers to the State Park. Mr. Witton asked if the Town had scheduled the Christmas Parade and where would it break? Mayor Rivers answered yes, the parade was scheduled, and he was given a copy of the flyer. She also stated that the specifics about where the parade was not finalized. Mr. Witton stated that the CSO would meet next Monday, and he would announce at that meeting (Appreciation Dinner for Volunteers). He also mentioned that he had ordered a Santa Costume and would be glad to be in the parade. Mayor Rivers and the Council agreed with his participation as Santa.

Scott Gay: Mr. gay stated that he wanted to speak on the Budget before the item was deleted in tonight’s meeting. He asked why it was deleted? Town Manager George stated that the Final Budget was already approved, and that the Town was waiting on the State to give direction on the process of re-advertising. Mr. Scott said that he wanted to point out some things on the budget that he noticed on the budget.

* He wasn’t sure why there is a relationship between water and sewer revenue; he says sewer is usually multiple times over water and there is a $57,000 increase in sewer of 38% and a $7,000 increase in water of 5.6%. Normally these rates are consistent and since they are not, I wanted to know how these numbers were derived from? Town Manager George answered that the Town has never increased the water rates and that the Town was in a Deficit and to get where the Town needed to be, the rates had to increase as she stated that she discussed during the August 3rd Budget Workshop meeting. Mr. Gay asked did she choose a number or was there Math behind it? Town Manager George stated that there was math behind the increase, and she discussed the numbers with the Town Accountant. He started at the lowest number possible, but to get “out of the red” and where the Town needed to be, these are the numbers we needed to go with.
* Water Distribution Plant Repair/Maintenance section. He said that in 2020 the actual budget was $19,000 and in 2022 it is labeled at $10,000. Why is it so low? I have the same question for the Water Plant Repair/Maintenance. Town Manager George stated that the main reason is that there are capital improvements made in both areas. All the new equipment is under warranty and contract with Suez Company. Mr. Gay replied, “that’s reasonable”.
* He asked was the Kimley/Horne contract completed? Town Manager George stated that when she arrived there was no communication with Kimley/Horne. She spoke with the Town Attorney to make a conference call with them to discuss where we were with the contract and financial responsibility of the Town. Mr. Gay said that the Town paid them $6,100 to work on our maps for future land use and zoning to make them both consistent. He said that if the Town paid for it, then Kimley/Horne needed to give us the product. Attorney Foreman said that he spoke with Allison McGrath of Kimley/Horne and she stated that the work is complete and she is willing to come to discuss the process with the Council and the Planning and Zoning Board. Mayor Rivers asked if the Council could be appointed as the Planning and Zoning Board? Attorney Foreman stated that he would not advise that and that it would need to be a separate board since the planning and zoning board sets the codes and regulations handed down by the actual council. Having a separate board would de-politicize the council, as the council are the ones to appoint the board members. Attorney Foreman also stated that the council has a multi-faceted problem, and you need to get a board. Mayor Rivers said that the Charter states that the board should consist of five member and two alternates, and the council has tried to get members on the board to no avail. Mr. Gay said he could get the five members and the alternates for the board. Attorney Foreman said that the council needed Mr. Gay on the board with his experience and would want to sit down with him and the Town Manager to figure out a plan of action, because we must have a Planning and Zoning Board. I also mentioned in a previous meeting to focus on forming a board before a possible legal issue. Mr. Gay asked where are the records? Vice mayor N. Williams stated that there were no records. Mr. Gay then asked why wasn’t there an investigation on the previous administration? Vice-Mayor N. Williams said that the council did try to have a formal investigation, but that the Town Attorney would not pursue it. The Council tried to call FDLE and other law enforcement agencies’, and that no one would pursue an investigation and nothing else was done. She said that Staci Tebo and Pam Tomlinson abruptly left when they heard of a possible investigation. We endured a hostile working environment for years; the town and its citizens need to get on one accord and work together. Mr. Gay also mentioned that he has a document that states the Town must have a certain amount of dollars in Reserves and put away for future us. He says that he will share that document as well. Mayor Rivers stated that she and the council would appreciate that. We have no guide to go by therefore we don’t know what questions to ask. Mr. Gay said that he could have seven members here by next Monday. Vice-Mayor N. Williams asked if there were any volunteers in the audience? Several people raised their hands and were given an application to complete, a total of 4 completed the application. Attorney Foreman says that it is good to know that Mr. Gay has offered to assist us with the board, so let’s work together to get the board filled. Mr. Gay asked for an application, staff told him it would be emailed to him tomorrow.

Carolus McKire: Mr. Mckire says that his water bill is extremely high and he came to Town Hall to see if they could help him with the bill. He said that someone came on his property and cut the water on without his knowledge, and he was not aware of it until one of the town’s staff told him he had a lot of water in his yard. He stated that he knew that the Town helped other customers with leaks by crediting his sewer. He asked the council if they could help him? Mayor Rivers told him that the Town Manager has that authority. Utilities Director R. Vaughn said that the Town was not responsible for his faucet being turned on and asked if he had called anyone about coming on his property? Mayor Rivers said that she is aware of a credit to use for sewer. Mr. McKire said that he is asking for some help. Town Manager George said that the staff may need to adjust the sewer and she would speak to Administrative Assistant C. Williams. Town Manager George told Mr. McKire that this is something we could do only once, and C. Williams would call him this week. Mr. McKire said he appreciated the help.

**5. Presentations:** None

**6. Consent Docket:** None

**Approval of Minutes:**

October 12, 2021 – Town Hall Meeting – Mayor Rivers asked for a motion to accept the October 21, 2021, Minutes. Vice-Mayor N. Williams made the motion to accept the minutes as printed. Council J. Williams seconded. The motion passed 4-0.

**7. Old Business**

1. **Rental/Lease – Adoption of Rental/Lease Agreement for the Town of White Springs Properties – Council** Attorney Foreman has tweaked a county rental agreement from an example of what the Florida Gateway Fairgrounds facility is using in their rental agreement application. Attorney Foreman highlighted a few specific areas on the agreement. (see attached)
2. Renter must advise the Town on the number o people attending to know if security will be needed. From 0 to 50 no security is needed; 51 to 100 security is needed. For each 50 attendees thereafter a security officer is needed.
3. Fee Waiver request can only be approved by the Council.
4. The location will be added to the form with a check box located next to it.
5. There is a place on the form for hour usage: start time – end time – and off the premises time. Those are left blank for the Town to determine.
6. Renter must have Liability Insurance – made out to the Town.
7. All Rules and Regulations must be followed by the Renter. The Town can terminate the Renter agreement at any time.
8. All children under 18 must be always supervised by an adult.
9. Renter needing an Alcohol License will need additional Insurance and security. The Town can decide if a licensed bartender is needed.
10. A checklist is added to ensure the renter and the Town has proof of all items listed.
11. He did not add the pricing as the Town can decide. Council J. Williams asked if the Council could schedule a workshop to work on the agreement to discuss these items and fees? Attorney Foreman stated that he would draft a fee schedule based on a “per hour” fee. Vice-Mayor N. Williams made the motion to accept the form as prepared and set a future date for a workshop at a later date. Council J. Williams seconded the motion. Motioned passed 4-0.

**8. New Business**

1. **2021-22 Water/Sewer Rates** – This item was deleted as it was a typographical error.
2. **Veterans Day Program –** Mayor Rivers sated that the flyers were located on the back table. The Town along with Stephen Foster has planned a “Breakfast with Our Vets” program: Thursday, November 11, 2021. Breakfast will be served from 9:00am to 10:30am. The program will be at 11:00am, with our speaker for the occasion: Dr. Lawrence Davis, Retired Lt. Colonel – USMC. (see attached)
3. **Christmas Parade** – Mayor Rivers stated that the flyers were located on the back table. The Christmas Parade is set for December 10, 2021, at 6:00pm. The Line-up is at Bailey Ogburn Field at 5:00pm. (see attached)
4. Resolution 21-04 – Attorney Foreman read Resolution 21-04, Department of Transportation (see attached)
5. Mittauer and Associates – Change Order #11 and Amendment #2 – Town Manager George stated that Change Order #11 - there was a $84,000 increase in the Sewer Rehab project. (see attached) Council L. McCallum motioned to accept Change Order #11. Vice-Mayor N. Williams seconded the motion. Motion passed 4-0.

Town Manager George stated that Amendment #2 – is a loan for the project and that the electronic payments are already set up for May 2022. (see attached) Council L. McCallum made the motion to accept Amendment #2. Vice-Mayor N. Williams seconded the motion. Motion passed 4-0.

**9.** **Departmental/Administrative Comments**

1. **Public –** Scott Gay asked for a copy of the Agenda packet and attachments. Staff would send him a copy.
2. **Departments –** Thomas Brazil (FD) says he continues to work on the Smoke detector program. On this Saturday the FD will be doing a fundraiser. Breakfast and Lunch – from 8am to 2pm at the hardware store. He also stated that ServPro will be calling to give a quote on cleaning the air ducts at the FD. They also need to purchase a battery and will send the quote to the Town when he receives.

Town Manager stated that she and her staff continue to search for various documents and working diligently to serve the community with the best customer service and know-how.

1. **Council** – Council J. Williams gave the information on her Unique Ryderz event on December 18th. They will give away 100 bicycles.

Attorney Foreman stated that he did attend the county meeting and that the county will resolve the animal control issue.

**Adjourned at 7:31pm**

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 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 ACCOMODATIONS TO PARTICPATE IN THE COUNCIL PROCEEDINGS SHOULD CONTACT THE TOWN CLERK’S OFFICE NOT LATER THAN THREE DAYS PRIOR TO THE MEETING.

Town Manager, Town Clerk, or Designee

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