

The City Council of the City of Monticello, Florida, met in regular session on February 5, 2019 at 7:00 PM at City Hall. The following members were present:

John Jones, Mayor
George Evans
Julie Conley
Gloria Cox

Others present were:

Fred Mosley, Chief of Police
Emily Anderson, City Clerk
Bruce Leinback, City Attorney
Steve Wingate, City Manager

Mayor John Jones called the meeting to order. City Council Member Julie Conley offered the invocation and Mayor Jones led the Pledge of Allegiance.

PUBLIC COMMENT

***James Bradley** complained about the condition of several streets in the Shepherd's Quarter area and illegal dumping of trash and furniture.

***County Commissioner Gene Hall** thanked the city for having some junk appliances removed. He also asked for a letter of support for city paving projects through various county paving programs, and suggested that Council Members attend County Commission meetings to promoting city paving projects. On motion of George Evans, seconded by Gloria Cox, the Council voted unanimously to write a letter of support for city paving projects in District 2.

City Manager Wingate also mentioned that a ditch problem brought before the Council by Commissioner Hall was reviewed, and the ditch is not owned by the City.

***Vivian Royster** discussed needed strategic planning for community improvements and workforce training. Mr. Wingate noted the city is looking at a sidewalk project in the area. Mayor Jones appointed Ms. Royster to form a committee to develop a strategic plan for Council review.

***Joe Dinkle** thanked the city for the U.S. 19 beautification project and the development of the Ecological Park.

***Steven Webster** thanked Chief Mosley for community policing.

***Sylvia Sheffield** of the Jefferson County Senior Citizens Center reported on activities.

RICHARD FETCHICK OF APALACHEE REGIONAL PLANNING COUNCIL IN RE: DEO COMPETITIVE FLORIDA 2019-2020 GRANT PROGRAM Mr. Fetchick and Christine Smith of the ARPC discussed a state grant for planning and technical assistance. Grant awards are generally in the amount of \$30,000 and the applications are due in March. After discussion, Mayor Jones appointed Vivian Royster and her committee to review the grant and make recommendation to the Council.

STEPHANIE ELLER-VAUGHAN OF UNITED WAY OF THE BIG BEND Ms. Eller-Vaughan discussed changes in fundraising and allocation to agencies operating in Jefferson County.

CONSENT AGENDA

***Approval of Minutes of 1/8/2019**

***Approval of Parade Permit for Emancipation Day Parade // Resolution 2019 – 01 Assuming Liability for Temporary Road Closure**

***Re-appointment of Charles Davis to Historic Design Review Board**

***Approval of Travel Expense for Council Member Gloria Cox's Attendance at Advanced IEMO Conference in Tampa**

***Appointment of Citizen Advisory Task Force for CDBG Block Grant Program**

On motion of George Evans, seconded by Gloria Cox, the Council voted unanimously to approve the consent agenda items.

PUBLIC HEARING:

***Application for Certificate of Appropriateness**

– Installation of Solar Panels in Historic District - 485 N. Jefferson Street

Mayor Jones opened the public hearing. Property Owner Steven Webster and the solar panel installer discussed the proposal for installation of approximately 20 panels on a south-facing roof. The installer noted that the panels will be as unobtrusive as possible in appearance, and the frames will be non-reflective and black in color and may only be slightly visible on one side and not visible from the front of the structure. On motion of Julie Conley, seconded by George Evans, the Council voted unanimously to approve the recommendation of the Historic Design Review Board.

DANNY COLLINS OF DUKE ENERGY IN RE: STREET LIGHT PROPOSAL

Mr. Collins presented a proposed inventory with pricing for upgraded LED lighting. Mr. Collins noted that an audited inventory of city lighting will be prepared, and there may be more fixtures than shown at present, but using current counts, the city should save approximately \$200 per month on street lighting with LED fixtures. On motion of George Evans, seconded by Gloria Cox, the Council voted unanimously to approve the change to LED fixtures.

RECOMMENDATION FROM LOCAL PLANNING AGENCY FOR DESIGNATION OF RESPONSIBLE PARTY FOR CITY BUILDING PERMIT REVIEW

City Manager Wingate reported he and Joe Rosmini will review permit applications before the county issues a permit. Attorney Leinback noted that there should

be a construction inspection also to determine if the improvements were installed as permitted. Council Member George Evans expressed concern about the city becoming involved in the permitting process if the County is to perform the services. Noting that there has been recent miscommunication in the site plan review process and the Interlocal Agreement has expired, Attorney Leinback suggested this procedure is a stopgap measure until the Council ultimately determines how to proceed with city planning and permitting services. On motion of Julie Conley, seconded by Gloria Cox, the Council voted unanimously to appoint the City Manager and any other employee of his choosing, to review site plans before a permit is issued and to direct follow up during the construction phase to make sure structure placement is as approved in the permit.

REPORT ON SIDEWALK IMPROVEMENT PLANNING City Manager Wingate reported that there is a need for sidewalks in the Rooster Town area to connect to the bike trail, and a proposal is being developed for a striped pedestrian walkway and lane striping on part of the King Street area, and adding a sidewalk on an additional short block of King Street. Council Member Evans reported that the speed limit should be studied and wants to review the proposal. City Manager Wingate also discussed the problems with city crews implementing improvements to the south side of E. Dogwood Street since there is a heavy concrete layer and extensive infrastructure to install. Additional sidewalk areas are being considered from the Bike Trail to U.S. 19, but right-of-way issues will have to be addressed.

COUNCIL MEMBER JULIE CONLEY – REQUEST FOR APPOINTMENT OF PERSONNEL COMMITTEE With the City Manager's upcoming retirement, Council Member Conley suggested a committee meeting to review the City Manager job description and contract and also look at other supervisory positions and the transition process. She offered to serve and suggested the City Clerk also serve, along with the City Manager. Mayor Jones also joined the committee, and Council Member George Evans suggested that Police Chief Mosley also participate in the discussion. City Manager noted he will be submitting new job descriptions for several positions.

APPROVAL OF AMENDMENT ONE TO GRANT T1709 – ECOLOGICAL PARK IMPROVEMENTS City Manager Wingate presented an extension to the park grant agreement which was necessary because of archaeological research necessary on the property. The agreement will extend the grant until 2020, but the City Manager noted the project should be completed well before that time. On motion of Julie Conley, seconded by Gloria Cox, the Council voted unanimously to approve the Amendment.

OLD BUSINESS

***Jefferson County Humane Society Update on City Activities and City Contribution**
The City Manager asked that the matter be continued to March.

NEW BUSINESS

***Advertising for City Hall Painting** The City Manager noted the project needs to be bid and completed. City Clerk Anderson noted she will ask the architect who assisted with the window project to provide assistance with the bid development.

REPORTS FROM COMMITTEES AND DEPARTMENTS

***City Attorney Bruce Leinback** noted the dedication of the city’s volunteer boards.

***City Manager Steve Wingate** reported on the approval of the wastewater plant solar project. He also noted he has officially changed the Public Works Director’s job title to Public Works Director/Assistant City Manager.

COUNCIL MEMBER REPORTS

Council Member Gloria Cox reported on the recent IEMO class in Jacksonville. She also reported that several high school students attended the city budget committee meeting with her.

With no additional meetings or workshops scheduled, and with no further business, upon motion, the meeting was adjourned.

Respectfully submitted,

Emily Anderson
City Clerk/Treasurer

Mayor