

**CITY OF FORT MEADE  
REGULAR CITY COMMISSION MEETING  
TUESDAY, DECEMBER 11, 2018**

A Regular Meeting of the Fort Meade City Commission was held at 7:00 p.m. on Tuesday, December 11, 2018, at the Fort Meade Commissioner Chambers, 8 W. Broadway Street, Fort Meade, Florida.

**1. CALL TO ORDER:**

The Meeting was called to order at 7:00 PM by Mayor Cochrane.

**2. ROLL CALL:**

Mayor	Richard Cochrane	Present
Vice Mayor	Robert Elliott	Present
Commissioner	Maurice Nelson Campbell	Absent
Commissioner	James Watts	Present
Commissioner	Barbara Manley	Present

**Staff Present**

City Manager	Fred Hilliard	Present
City Attorney	Tom Cloud	Present
Deputy City Clerk	Melissa Cannon	Present
Public Works Director	Jackie Cannon	Present
Finance Director	Breanna Smith	Absent
Employee Relations	Sheryl Williams	Present

**3. INVOCATION AND PLEDGE TO THE FLAG:**

Commissioner Watts led the invocation. Mayor Cochrane led the Pledge to the Flag.

**4. ADDITIONS AND/OR DELETIONS**

4.A. Add Item 9. F. and 9.G. to the agenda

**Motion Commissioner Elliott, second Commissioner Manley to add items 9.F. and 9.G. to the agenda.**

**Motion to add items 9.F. and 9.G. to the agenda passed by a unanimous vote of 4-0.**

**5. PRESENTATIONS/AWARDS/REPORTS**

5.A. Employee of the 3<sup>rd</sup> Quarter

Danielle Holder presented Haley Pawley with the employee of the 3<sup>rd</sup> quarter award and thanked her for her service.

**6. APPROVAL OF MINUTES**

- 6.A. Minutes of the November 27, 2018 Regular Commission Meeting and Minutes of the December 4, 2018 Special Commission Meeting.

**Motion Commissioner Elliott, second Commissioner Watts to approve the Minutes of November 27, 2018 Regular Commission Meeting and Minutes of the December 4, 2018 Special Commission Meeting.**

**Motion to approve the minutes of November 27, 2018 and December 4, 2018 passed by a unanimous vote of 4-0.**

7. **PUBLIC FORUM:**

**Citizen comments for items not on the agenda (3-minute maximum length).**

Mr. Ron Holland 211 Edgewood Circle, Fort Meade, thanked the city for fixing the potholes and trimming the trees in the mobile home park. Mr. Holland stated he looks forward to working with the new city manager.

Mr. Francis Acuff 620 N. Polk Ave., Fort Meade, stated that there are numerous street lights downtown that need to be repaired. Mr. Acuff asked about repairs to the museum that need to be addressed. Mr. Hilliard stated they were looking for ways to accomplish these issues.

Mr. Jordan Whatley 801 NE 9<sup>th</sup> Street, Fort Meade, invited the commission to the Fire Fighters Christmas Dinner on December 13, 2018 at 7:00 pm at the City Mobile Home Park Activity Center.

8. **UNFINISHED BUSINESS**

None.

9. **NEW BUSINESS**

- 9.A. Approve Resolution R18-18 ratifying emergency purchases for well repairs.

**Motion Commissioner Elliott, second Commissioner Watts to adopt Resolution R18-18 ratifying emergency purchases.**

**Motion to adopt Resolution R18-18 passed by a unanimous vote of 4-0.**

- 9.B. Request for donation from the Fort Meade Community Health Care Board

**Motion Commissioner Manley, second Commissioner Elliott to donate the city property taxes of \$1559.84 back to the Community Health Care Board.**

- 9.C. Water/sewer impact rates for new commercial business

Mr. Hilliard stated that the ordinance for water and sewer impact fees is extremely outdated and he has secured the services of Gerry Hartman to update the fees. Staff is requesting to use the F.A.C. standards for these fees for the current new commercial business that is ready for permitting.

**Motion Commissioner Elliott, second Commissioner Watts to accept the proposed rates as presented.**

**Motion to approve rates as presented.**

**9.D. Appointment of Fair Housing Officer**

Mr. Hilliard stated that with the retiring of our code enforcement officer, a fair housing officer needed to be appointed until the position could be filled. Mr.

**Motion Commissioner Watts, second Commissioner Elliott to appoint Melissa Cannon as the temporary Fair Housing Officer.**

**Motion to appoint Melissa Cannon as the Fair Housing Office passed by a unanimous vote of 4-0.**

**9.E. Utility call out pay**

Public Works Director stated that earlier in the year FMPA did a salary survey along with call out pay. Mr. Cannon is requesting to change the utility callout pay from \$100 per 7 days to one hour of regular pay per weekday and two hours of regular pay per weekend or holiday, for a total of 9 hours regular.

**Motion Commissioner Elliott, second Commissioner Watts to adopt staff recommendations for utility callout pay.**

**Motion to approve utility callout pay passed by a unanimous vote of 4-0.**

**9.F. Procurement waiver for FRDAP Grants for Peace River Park and the Fort Meade Community Center.**

Mr. Hilliard stated that the State has issued a completion date for these two projects of April 30, 2019 which is less than 120 days. Staff is requesting approval to proceed without issuing an RFP due to time constraints.

**Motion Commissioner Watts, second Commissioner Elliott to grant a waiver of procurement for these two FRDAP grant projects.**

**Motion to approve waiver of procurement passed by a unanimous vote of 4-0.**

**9.G. Agreement for FDOT maintenance**

Mr. Hilliard stated that after staff review of the cost for maintaining state right of ways and getting an outside proposal the FDOT proposal is acceptable.

**Motion Commissioner Watts, second Commissioner Manley to authorize the Mayor to execute the FDOT agreement.**

**Motion to execute the FDOT Maintenance agreement passed by a unanimous vote of 4-0.**

**10. CITY ATTORNEY COMMENTS:**

**10.A.** Mr. Cloud stated that he just received the latest draft in the water law case and within the next month he will be bringing the agreement in for approval.

**10.B.** Mr. Cloud stated that the judge has laid a final date for Biosolids to file a final judgement in the full amount plus attorney's fees by the end of the week or we can continue with collections.

**10.C.** Mr. Cloud stated that he has received the third version of the draft agreement for the new city manager. After some discussion, the consensus of the commission was to send the agreement to Ms. Judd for her comments.

**11. CITY MANAGER COMMENTS**

**11.A. Apprentice Lineman Program**

Mr. Hilliard stated that he met with Mike Croley with FMPA about the lineman apprenticeship program. Currently the city sends their lineman to Lakeland for the program however, the program is specific for Lakeland meaning that Lakelands apprentices get a state certification and Fort Meade does not have such program so Fort Meade's apprentices only get a certification of completion. Mr. Hilliard stated that FMPA has a program that will certify everyone and has requested a proposal for Fort Meade to send their lineman.

**11.B. FMPA Peer Review**

Mr. Hilliard stated that there is a charge for the peer review committee. The city will host a dinner and house the committee to come and review our system. They will issue a report and would like to set this up for the second week in February.

**11.C. FMPA Joint Purchasing Project**

Mr. Hilliard stated that we can join FMPA purchasing program and buy our equipment through them and save money.

**12. CITY COMMISSION COMMENTS:**

**12.A. Commissioner Manley**

None.

**12.B. Commissioner Watts**

None.

**12.C. Commissioner Campbell**

**12.C. Commissioner Elliott**

Commissioner Elliott asked what responsibility the city has with code enforcement issues at the old Biosolids facility. Mr. Hilliard stated he would have code enforcement issue a violation.

**12.D. Mayor Cochrane**

Mayor Cochrane asked how far Semco was to completion. Mr. Hilliard stated that they are close to 100%.

Mr. Hilliard stated that he had to get an engineer to look at the roof of the CMHP laundry mat because it doesn't meet code. The original bids will need to be redone do to this. The pothole on the circle is scheduled to be repaired.


Mayor Cochrane stated he would like to see these buildings "go away" and rebuild something new. He stated it should be discussed at the January meeting.


**13. ADJOURNMENT**

There being no further business to conduct, Motion Commissioner Manley, second Commissioner Watts to adjourn the Regular Commission meeting of December 11, 2018 at 7:57 P.M.

**Motion to adjourn passed by unanimous vote of 4-0.**

**ATTEST:**

  
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**Richard Cochrane, Mayor**

  
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**Melissa Cannon, Deputy City Clerk**

