

**CITY OF FORT MEADE
REGULAR CITY COMMISSION MEETING
TUESDAY, OCTOBER 13, 2015**

A Regular Meeting of the Fort Meade City Commission was held on Tuesday, October 13, 2015, at the City Hall Commission Chambers, 8 West Broadway, Fort Meade, Florida.

1. CALL TO ORDER:

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

2. ROLL CALL:

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

Staff Present

City Manager	Fred Hilliard	Present
City Attorney	Tom Cloud	Present
Deputy City Clerk	Melissa Newman	Absent
City Planner	April Brown	Present
Finance Director	James (Mel) Parker	Present
Public Works Director	Jackie Cannon	Present
Human Resource Director	Donna Parker	Present
Parks Supervisor	Roc Eiland	Present

Also present: Polk County Sergeant Luc Doyon

3. INVOCATION AND PLEDGE TO THE FLAG:

Mayor Nelson led the invocation. Mayor Nelson led the Pledge to the Flag.

4. ADDITIONS AND/OR DELETIONS

None.

5. CONSENT AGENDA

- A.** Minutes of the September 8, 2015 Regular Commission Meeting, Minutes of the September 15, 2015 1st TRIM Hearing and Minutes of the September 22, 2015 Final TRIM Hearing.

Motion Commissioner Cochrane, second Commissioner Elliott to approve the Consent Agenda.

Motion carried with all yeas.

6. PRESENTATIONS/AWARDS/REPORTS:

Mayor Nelson read the Proclamation for Reverend Alvin Mitchell.

7. PUBLIC FORUM:

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

None.

8. UNFINISHED BUSINESS

- A. City Attorney, Tom Cloud read the title to Ordinance 15-07 Amendment to 14-10, authorizing switch from fee to assessment on 2nd Reading.

AN ORDINANCE OF THE CITY OF FORT MEADE, FLORIDA, PERTAINING TO PUBLIC HEALTH, SAFETY AND WELFARE; AMENDING THE FORT MEADE CODE OF ORDINANCES BY REPEALING THE CURRENT DIVISIONS 1 & 2, ARTICLE III, CHAPTER 24, AND REPLACING IT WITH A NEW DIVISION 1, ARTICLE III, CHAPTER 24; PROVIDING FINDINGS; AMENDING AND REPLACING THE METHODOLOGY AND PROCEDURE FOR THE SETTING & COLLECTING & ADJUSTING OF STORMWATER MANAGEMENT FEES; ESTABLISHING AND AUTHORIZING STORMWATER MANAGEMENT FEES; PROVIDING PROPERTY CLASSIFICATIONS AND CALCULATION OF STORMWATER MANAGEMENT FEES; PROVIDING FOR CREDITS, METHOD OF COLLECTION AND APPEALS; DECLARING THE INTENT TO USE THE UNIFORM METHOD OF COLLECTION TO PLACE STORMWATER MANAGEMENT FEES ON THE TAX BILL AS NON-AD VALOREM ASSESSMENTS; PROVIDING THE PROCEDURE TO IMPOSE STORMWATER MANAGEMENT FEES; PROVIDING FOR NOTICE OF THE PUBLIC HEARING ON THE NON-AD VALOREM ASSESSMENT ROLL; PROVIDING THE CRITERIA FOR FUTURE PUBLIC HEARINGS ON NON-AD VALOREM ASSESSMENT ROLLS; PROVIDING THAT STORMWATER MANAGEMENT FEES CONSTITUTE A LIEN ON ASSESSED PROPERTY UPON

ADOPTION OF AN ASSESSMENT ROLL; PROVIDING FOR CORRECTIONS OF ERRORS AND OMISSIONS IN THE ASSESSMENT ROLL; RENUMBERING DIVISION 3 AS DIVISION 2; RENUMBERING SECTIONS 24-121 THROUGH 24-137 AS SECTIONS 24-1__ THROUGH 24-1__; REPEALING ALL RESOLUTIONS AND ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

Mayor Nelson opened the public hearing.

Mayor Nelson closed the public hearing.

Motion Commissioner Watts, second Commissioner Cochrane to adopt Ordinance 15-07 Amendment to 14-10, authorizing switch form fee to assessment on 2nd Reading.

9. NEW BUSINESS

- A. Consider finance options for new accounting and finance software.**

City Manager Fred Hilliard explained that staff would like to finance the new accounting software by self-financing in house. A debt service account will be setup to repay the software cost with 3% interest instead of financing through a bank.

Motion Commissioner Elliott, second Commissioner Manley to authorize staff to proceed with using city funds to finance the accounting and finance software.

Motion carried with all yeas.

- B. Consider options for closing Natural Gas Fund.**

City Manager Hilliard stated that he would like the Gas Fund to be setup in the General Fund as a Reserve Fund that will require a resolution to use any of the funds and to track the use of the funds.

Commissioner Manley asked Mr. Hilliard what was discussed in the meeting with FPU regarding the additional \$20,000 annual economic development money.

Mr. Hilliard stated that Ms. Aleida Socarros would be at the November meeting to discuss the options for the use of the money for economic development.

Motion Commissioner Watts, second Commissioner Elliott to approve the Natural Gas Fund to be moved to the General Fund as a restricted account.

Motion carried with all yeas.

- C. Consider Automatic Aid Agreement between the City of Fort Meade and Polk County for Fire Protection and Rescue Services.

Mr. Hilliard presented an agreement with Polk County and stated that he would like to have an agreement for six months to track the additional cost to the City Fire Department before signing a long term contract.

The proposed agreement expires September 20, 2016 but can be re-negotiated in April 2016 if needed. There is a 90 day notice to cancel in this agreement. Commissioner Elliott recommended to change the cancellation notice to 30 days.

Motion Commissioner Cochrane, second Commissioner Elliott to approve the Automatic Aid Agreement between the City of Fort Meade and Polk County for Fire Protection and Rescue Services with the cancellation notice being 30 days instead of 90 days.

Motion carried with all yeas.

- D. Consider Fourth Amendment to Lease Agreement NO. 167-D, Fellowship Dining – Fort Meade Community Center.

Motion Commissioner Elliott, second Commissioner Watts to approve the Lease Agreement for Fellowship Dining at Fort Meade Community Center.

Motion carried with all yeas

- E. Consider East Coast Migrant Head Start Project request for extension.

No motion was made.

- F. Mayor Nelson invited Mr. Bill Whitener, Co-Director of the Chamber of Commerce to speak on behalf of the Chamber.

Mr. Whitener, on behalf of the Chamber, thanked the Chamber for the opportunity for him and his wife, as a team, to be the new directors of the Chamber. Mr. Whitener stated it was a pleasure working with Ms. Donna

and the Chamber Board Members. Mr. Whitener reminded everyone of the Denim, Boots and Pearls event on October 24, 2015 and stated he hoped to see everyone there. Mr. Whitener spoke of the FM Leadership program with the seven students that were selected and the Singletary Bridge project that they have been involved in. The Christmas Parade will be on December 5, 2015 and the Moonlight and Music is in progress for 2016. Mr. Whitener thanked the Commission for their support of the Chamber.

10. CITY ATTORNEY COMMENTS:

None.

11. CITY MANAGER COMMENTS:

A. US EcoGen Site Development Plan

Mr. Hilliard stated that the Planning Board had reviewed the Site Development Plan. EcoGen is on track for financing this month and closing of property next month. They have expressed an interest in sewer services from the City.

Mr. Hilliard stated that he was contacted by JDC to extend water and sewer services out to them on Highway 630 East and they may entertain annexation.

B. Florida Public Utilities

Mr. Hilliard stated that he did speak with Ms. Aleida and she would be at the November meeting to discuss the economic development money.

C. Mobilite (wireless system)

Mr. Hilliard stated that Mobilite had contacted him regarding internet services on telephone poles but they didn't want to pay pole attachment fees. They provide services to different cell phone companies no internet for citizens. Mr. Hilliard stated he would get more information for the Commission.

D. City Mobile Home Park

Mr. Hilliard stated the Home Owners Association's committee presented him with a letter to meet with him to go over the rental increase.

Commissioner Manley asked if the trees have been taken care of and Mr. Hilliard replied that they have not but will be.

- E. Mr. Hilliard reminded the Commission that Friday would be Donna Parker's last day and there will be a lunch for her at the Community Center at 12:00 p.m.

12. CITY COMMISSION COMMENTS:

Commissioner Manley asked to discuss the 360 review that was done on the City Manager. She stated that she and Mr. Hilliard had a confrontation on the phone and for the 2nd time he had offered to resign. Ms. Manley stated that Mr. Hilliard has some anger issues and would like for him to participate in some kind of leadership training to focus on his people skills and anger issues. There needs to be something in place to ensure he follows through on this because she feels he is not reliable. Ms. Manley stated that if we do not follow through with this we should not even have an evaluation. Ms. Manley stated that she wanted everyone to know about the confrontation and how she feels about his performance.

Commissioner Elliott asked if everyone had a chance to review the 360 evaluation that was done.

Commissioner Cochrane stated that he did not participate in the evaluation and if he has a problem with Mr. Hilliard he would go talk to him personally.

Mr. Hilliard stated that Ms. Manley was correct and due to the budget he cannot always do what he says he will do. Mr. Hilliard stated that Ms. Manley has stated that he has pushed out employees but will not tell him who they are.

Mayor Nelson stated that if the employees are identified they will be terminated and it has happened in the past. She stated that employees fear retaliation if they talk to the Commissioners.

Commissioner Cochrane asked City Attorney Cloud if it was legal to interfere with personnel issues.

Mr. Cloud stated that the City Charter states that the City Manager is responsible for hiring and firing however, that does not make any City Manager above criticism for his performance in hiring and firing.

Mayor Nelson asked Mr. Hilliard if he was willing to take some leadership classes and do what needs to be done to make the staff feel more comfortable.

Mr. Hilliard stated that he would be glad to increase his communication and people skills.

Ms. Manley stated that she would like to see documentation that he has gone through this training.

Mayor Nelson asked Mr. Cloud if there was a way the Commission could somehow protect the employees if there is an issue with the City Manager.

Mr. Cloud stated that the City has policies that should be followed and that he has not be consulted with any employee issues so it is difficult for him to respond. He stated that he does have a municipal labor attorney on staff that could provide advice.

Mayor Nelson asked for a copy of the personnel policy.

Commissioner Cochrane stated that from what he knows he has full confidence in Fred and what he is doing as a City Manager.

Mr. Hilliard asked Mayor Nelson to direct Ms. Parker to put together the leadership program so he can prove his commitment to this.

Commissioner Elliott asked to have the evaluation on next month's agenda for discussion, giving everyone enough time to study it.

Mayor Nelson stated that there were issues in the past and she feels that he is doing a good job in the present.

Commissioner Watts stated that he has had some negative comments from employees in the past but he would go to Mr. Hilliard so he could understand both sides of the story.

Commissioner Cochrane asked Mr. Hilliard about the 911 dispatch increase and would like to see some figures to back the increase.

Mr. Hilliard stated that the increase was due to an increase in calls from the citizens in the city limits and he would get the numbers from the PSCO.

Mayor Nelson stated that Morrison Cemetery was in urgent need of space.

Mayor Nelson asked Mr. Cloud if there was a legal limit on the amount of cemetery spaces one individual can purchase and Mr. Cloud responded stating that he would like to reference the state statute before answering that question.

Mayor Nelson stated she would like the pavilion to come down for additional lots.


13. STAFF REPORTS

None.

14. ADJOURNMENT

There being no further business to conduct, Motion Commissioner Manley second Commissioner Watts to adjourn the Regular Commission meeting of October 13, 2015 at 8:06 P.M.

Motion carried with all yeas.



Maurice Nelson, Mayor

ATTEST:



Melissa Newman, Deputy City Clerk