

**TOWN OF FORT WHITE, FLORIDA  
TOWN COUNCIL MEETING  
MINUTES**

DATE: MONDAY, JANUARY 14, 2019  
TIME: 7:30 P.M.  
PLACE: FORT WHITE TOWN HALL  
118 SW WILSON SPRINGS RD

CALL TO ORDER

ROLL CALL

MEMBERS:

Mayor Ronnie Frazier  
Councilman Donald Cook  
Councilman James Richardson  
Councilwoman Mary Fleming  
Councilman Matthew Lance

OTHERS:

Town Clerk Katy Hughes  
Town Attorney Fred Koberlein

PLEDGE OF ALLEGIANCE TO THE FLAG

Mayor Frazier led the pledge of allegiance to the flag.

ITEM – 1 – ADDITIONS, DELETIONS, CHANGES AND APPROVAL OF THE AGENDA

Mayor Frazier made a recommendation to limit public participation at Town Council meetings to 2 minutes per person for items not on the agenda. The Town Attorney advised to allow 3 minutes per person. A motion was made/second to limit public participation to 3 minutes per person for items not on the agenda. Motion carried.

A motion was made/second to add the approval of the December minutes to the agenda. Motion carried.

A motion was made/second to approve the December minutes. Motion carried.

ITEM – 2- PUBLIC PARTICIPATION

Leann Mills addressed council with a rezoning request on behalf of Mr. Barcia. Mayor Frazier advised an application for each parcel will need to be completed and be brought before Planning & Zoning to make a recommendation on the request to Council.

Bruce Cavey addressed council to inquire if the Town could implement a process to allow citizens the ability to pay utility bills online. Councilman Lance advised this feature is available on the Town's website.

David Bishop addressed council with a concern about the residence of Councilman Lance. Mayor Frazier stated he had also been questioned. Lance advised that he does reside within the Town.

ITEM – 3 – OLD BUSINESS

A. DISCUSSION AND POSSIBLE ACTION ON MRS. REVELS EMPLOYMENT RETENTION ON AS NEEDED BASIS

Mayor Frazier made a recommendation to use any excess budgeted funds that were allocated for employee salaries to retain Mrs. Revels on an as needed basis. On discussion it was noted that the position will be titled ‘Office Assistant’ and paid \$10/hr. not to exceed \$4,000. A motion was made/second. Motion carried.

ITEM – 4 – NEW BUSINESS

A. DISCUSSION AND POSSIBLE ACTION ON ORDINANCE 198-2019: PLANNING AND ZONING BOARD REVIEW PROCESSES FOR APPLICATIONS FOR TEMPORARY USES, SITE PLANS AND SPECIAL USE PERMITS

A motion was made/second to approve Ordinance 198-2019. Motion carried.

B. DISCUSSION AND POSSIBLE ACTION ON DOG PARK REQUEST

The Town Clerk advised council she had received a message from the requestor that they would not be present at the meeting. No discussion or action was taken.

C. DISCUSSION AND POSSIBLE ACTION ON WATER WERKS

Cale Payne from Water Werks addressed council with information regarding ultrasonic water meters. The cost to the Town is priced per meter and varies based on size. On discussion, it was noted that grant funding is available.

D. DISCUSSION AND POSSIBLE ACTION ON HEAVENLY REST CEMETERY

Ronnie Jackson addressed council with concerns regarding monuments that have been placed in Heavenly Rest Cemetery without prior approval from the Cemetery Committee. On discussion, it was noted additional signage needs to be posted with the rules/regulations.

Lonia Griffin addressed council on behalf of the family of Lilly Bell Griffin and stated the family would like the monument placed at the grave site to be removed. On discussion it was noted the next of kin would be contacted to decide if the monument should be removed from the cemetery. A motion was made/second to notify the next of kin. Motion carried.

E. DISCUSSION AND POSSIBLE ACTION ON CASH HANDLING

Mayor Frazier made a recommendation to Council to no longer accept cash at Town Hall. Payments can be made by money order, check, or credit/debit.

Councilman Richardson requested to postpone the discussion until the next Council meeting on February 11<sup>th</sup>.

F. DISCUSSION AND POSSIBLE ACTION ON NET GROUP PAYMENT

Mayor Frazier presented council with a request from TheNetGroup to renew their contract with the Town. A motion was made/second. Motion carried.

G. DISCUSSION AND POSSIBLE ACTION ON TOWN ATTORNEY'S EMPLOYMENT AGREEMENT

The Town Attorney requested to revise his agreement with the Town. The revision is a \$90 per month increase and payment of one educational course per year which will cost approximately \$400. A motion was made/second to revise the Town's agreement with Koberlein Law Office. Motion carried.

H. DISCUSSION AND POSSIBLE ACTION ON TOWN MEETING TIMES

A motion was made/second to change the meeting time of the Town Council to 7:00 p.m. on the 2<sup>nd</sup> Monday of each month. Motion carried.

I. DISCUSSION AND POSSIBLE ACTION ON CODE ENFORCEMENT OFFICER

Mayor Frazier stated in a council meeting on November 10, 2014 there was discussion to create a Code Enforcement Position. The Assistant Town Clerk would be appointed to this position; however, additional training would be required. The Assistant Town Clerk did not take any additional training courses nor was she offered any additional compensation to perform these duties. An email from Town Planner, Tony Arrant, was presented in which he stated the Town of Fort White did not have a Code Enforcement Officer. The Town Attorney stated if there was no funding or training provided the position could be eliminated. On discussion it was noted that the Council would be responsible for addressing code enforcement issues within their district. A motion was made/second to eliminate the Code Enforcement Position. Motion carried.

J. DISCUSSION AND POSSIBLE ACTION ON ASSISTANT TOWN CLERK POSITION

Councilman Lance advised there was not a vote to eliminate the Assistant Town Clerk position. Mayor Frazier stated the Assistant Town Clerk was not appointed by Council so a vote was not needed. On discussion it was noted that with the hiring of a full time Clerk there are no budgeted funds available at this time for an Assistant Town Clerk.

ITEM – 5 – ANNOUNCEMENTS

Rocky Ford addressed council to advise a discussion regarding the train is on the agenda for the County Commission meeting being held January 17<sup>th</sup> at the School Board Office at 5:30 p.m.

He also recommended the Town draft a letter of request to Columbia County to request their assistance with Code Enforcement.

MEETING ADJOURNED