

**TOWN OF ASTATULA
MAYOR AND TOWN
COUNCIL MINUTES**



**REGULAR SESSION
MONDAY FEBRUARY 8, 2021
TOWN HALL**

Having been duly advertised as required by law, Mayor Mitchell Mack called the Regular Session meeting to order at 7.00pm. He gave the invocation and led the Pledge of Allegiance.

Members Present:

Mitchell Mack, Mayor
Stephen Cross
Gayle Sikkema

Absent:

Kimberly Kobera, Vice-Mayor
Orita Issartel

Staff Present:

Graham Wells, Town Clerk
Wally Hoagland, Police Chief

Roll Call was performed, and it was determined that a quorum was present. The Mayor welcomed resident Lee Ann Pflugh and Jake Pack from WCA.

CITIZENS QUESTIONS AND COMMENT

There was no public comment.

AGENDA REVIEW

There were no changes requested.

MEETING MINUTES

Approval of Minutes for January 8, 2021 Regular Council Meeting

MOTION by Councilwoman Sikkema to approve the minutes as shown above; SECONDED by Councilman Cross

For: Cross, Sikkema, Mack

Absent: Kobera, Issartel

MOTION CARRIED 3-0

FIRST READING OF ORDINANCE 2021-02 AMENDING SEC. 10-1 OF THE CODE TO INCLUDE THE ADOPTION OF THE FIRE PREVENTION CODE BY REFERENCE.

AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA, AMENDING AND RESTATING SECTION 10-1 OF THE TOWN'S CODE OF ORDINANCES TO ADOPT THE FLORIDA FIRE PREVENTION CODE; PROVIDING FINDINGS AND PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

The building code was updated with effect from January 2021. While Sec.10-1 allows for the new Building Code to be adopted by reference, it does not include the Fire Prevention Code. Ordinance 2021-02 amends Sec. 10-1 to include both. Mayor Mack explained that any future updates to the building or fire code would be adopted automatically.

A motion to read by title only was made by Councilman Cross and seconded by Councilwoman Sikkema and unanimously approved. Mayor Mack read the ordinance by title and opened public comment. There being no comment, he requested a motion to approve.

MOTION by Councilman Cross, to approve Ordinance 2021-02 and send to second reading; SECONDED by Councilwoman Sikkema.

A Roll Call vote was taken

Cross	YES
Sikkema	YES
Mack	YES
Kobera	ABSENT
Issartel	ABSENT

MOTION CARRIED 3-0

NEW BUSINESS

CONSIDERATION AND APPROVAL OF A FIRST AMENDMENT TO THE SOLID WASTE FRANCHISE AGREEMENT WITH WCA OF FLORIDA, LLC.

The existing agreement with WCA was signed in 2014 and was for a seven-year term with an option for a further three years and then yearly extensions. This first amendment extends the agreement for a further three years with the addition of increasing yard waste collection from bi-weekly to weekly and incorporates the towns standard requirement for public records requests.

MOTION by Councilman Cross, to approve first amendment to the solid waste franchise agreement between the Town of Astatula and WCA of Florida, LLC with the amendments stated; SECONDED by Councilwoman Sikkema.

A Roll Call vote was taken

Cross	YES
Sikkema	YES
Mack	YES
Kobera	ABSENT
Issartel	ABSENT

MOTION CARRIED 3-0

CONSIDERATION AND APPROVAL OF AN AGREEMENT WITH HAMER ENTERPRISES TO PROVIDE CREDIT CARD PAYMENT SERVICES FOR UTILITY BILLING.

The billing for the water utility is being done through Softline Data, Inc, a cloud-based billing platform that interfaces with the Badger meters that will be installed. There is an endpoint with each meter that allows the reading to be taken without the need for a person.

It transmits through the Badger software to the billing platform which will be controlled through the Clerks and Deputy Clerks computers. Our residents will have the ability to pay online through the billing platform if they wish. This is set up through Hamer Enterprises who will deposit the funds paid directly into our bank account.

MOTION by Councilman Cross, to approve the agreement with Hamer Enterprises to provide credit card payment services for utility billing; SECONDED by Councilwoman Sikkema.

A Roll Call vote was taken

Cross YES
Sikkema YES
Mack YES
Kobera ABSENT
Issartel ABSENT

MOTION CARRIED 3-0

RESOLUTION 2021-03 ADOPTING A LANGUAGE ACCESS PLAN FOR THE TOWN OF ASTATULA.

The town is making an application for a CDGB grant to install fiber internet connections to areas of the town where 51% of residences fall into the Low to medium income (LMI) brackets. Prior to making the application, and in compliance with Executive Order 13166, the Town of Astatula is required to and has developed a Language Access Plan (LAP) for Limited English Proficiency (LEP) persons.

A motion was made by Councilman Cross; seconded by Councilwoman Sikkema and unanimously approved to read Resolution by title only. Mayor Mack read the title and requested comment from the public and the board. There being none he requested a motion to approve Resolution 2021-03.

MOTION by Councilman Cross, to approve Resolution 2021-03; SECONDED by Councilwoman Sikkema.

A Roll Call vote was taken

Cross YES
Sikkema YES
Mack YES
Kobera ABSENT
Issartel ABSENT

MOTION CARRIED 3-0

CONSIDERATION AND APPROVAL TO PURCHASE PLAYGROUND EQUIPMENT FOR KIRKWOOD PARK PHASE II FRDAP GRANT.

The Town has been awarded a FRDAP grant for \$42,500 for upgrades to the Kirkwood Park playground. The equipment must be purchased and installed ahead of reimbursement from the grant. Mayor Mack gave an overview of the grant and the playground equipment that he had proposed and costed out.

The cost proposal was a piggyback so did not require competitive bids. There was discussion on the type of equipment that should be include and as no consensus was reached, it was deferred to a future meeting.

BUDGET AND FINANCE REPORT REVIEW

Finance Officer Wells announced the receipt of \$7,860.53 of Discretionary Surtax for the quarter October to December 2020 which was added to the December Finance Report. This brought the line item to \$10,887.50 over budget.

There had been no Ad Valorem taxes or Solid Waste Revenues received for January at the time of the report. In total, revenues were \$73,874 more than budgeted, however this did include \$65,491 of Cares Act money leaving \$8,383.00 as a realistic figure against the budget. Building permits were up \$2,302 and Community Building rental was down \$2,067.

Expenses were \$19,285 under budget YTD, which when added to the budgeted surplus of \$17,196 increased the General Fund by \$36,481. Parks and Recreation was over budget due to the purchase of furniture for the community building.

The movement on the bank balances was explained along with the repayment of \$10,000 on the loan for the community center. The balance of the loan is \$210,000. The balances at the end of January are shown below.

January Bank Balances:

General Fund:	582,925.67
Impact Fees:	36,528.98
Transportation Fund:	130,499.41
Infrastructure Fund:	15,552.41
Enterprise Fund:	7,551.67 plus \$500,000.00 for the new well.
CDBG Fund:	25.00
Cash Drawer:	150.00

The Clerk announced that four hooks had been completed and paid for in the Enterprise Fund.

COUNCIL DEPARTMENT & COMMITTEE REPORT

Finance - Councilman Cross – headed a discussion on design standards for the extension of the water lines for new developments coming into the town. Mayor Mack recommended that the standards be developed and included in the code. The specifications necessary to make the grant application for fiber were discussed.

Public Works - Mayor Mack – NONE

Public Safety/Code Enforcement - Councilwoman Kobera – ABSENT

Office - LDR's, Ordinances, Legal - Councilwoman Sikkema – Asked about the application for rental of the community center and what plan there were for furnishing the entryway. Gayle had a friend who could advise on the furniture, pictures for the walls and greenery.

Economic Development - Councilwoman Issartel – ABSENT

STAFF REPORTS

Town Attorney – Heather Ramos – ABSENT

Police Department – Chief Hoagland - New weapons approved by Council have been issued and waiting on three for the reserves. He gave an update on the Astatula Bulldogs Football Team.

Town Clerk – Graham Wells – Recommended Monday February 22nd for the Public Hearing for the fiber grant. Meeting was set for 6:00 pm.

REVIEW

- a. Items for Workshops and possible dates – NONE
- b. Items put forward for the next Council meeting - NONE
- c. Review of items needing Special Meetings and possible dates - NONE

COUNCIL MEMBER MISCELLANEOUS COMMENTS –

ADJOURNMENT

There being no further business Mayor Mack adjourned the meeting at 8:32 pm.

Respectfully submitted,



Mitchell Mack, Mayor

ATTEST:



Graham Wells, Town Clerk