



City of Freeport
REGULAR COUNCIL MEETING
6:30 p.m./Council Chambers/Freeport City Hall
March 22, 2018 Minutes

I. Meeting Opened

The March 22, 2018 Regular Council Meeting was called to order at 6:30 p.m. by Mayor Russ Barley. The meeting was held in City Council Chambers of Freeport City Hall.

Council Members present: Mayor Russ Barley, Councilwoman Elizabeth Brannon, Councilwoman Kasey Cuchens, Councilwoman Amanda Green, and Councilman William “Boots” McCormick

Council Members absent: Councilman Eddie Farris

Staff present: City Clerk Rebecca Podraza, City Attorney Clay Adkinson, Finance Officer Sara Bowers, Water Supervisor Larry Tuggle, Planning Technician Elizabeth McCombs, Billing Supervisor Jennifer Douglas, Sewer Supervisor Robert Fawcett, and City Engineer William Menadier.

II. Invocation and Pledge of Allegiance

The invocation was given by Councilwoman Cuchens, followed by the Pledge of Allegiance to the American Flag.

III. Recognition of Guests: None

IV. Public Comment on Consent Agenda: None

V. Approval of Consent Agenda

1. Bills Paid
2. Revenue & Expenditures for February

Council Action: Councilwoman Cuchens made a motion to approve the Consent Agenda as presented. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Cuchens, Green, McCormick); motion carried.

VI. Consideration of Additions/Deletions to Agenda

Additions:

- Mayor – Report on Freeport Welcome Signs

Deletions:

- Old Business - Capacity Fees

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In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk’s office at 850-835-2822 by 5:00 p.m. on the day prior to the meeting.

No verbatim record by a certified court reporter is made of these proceedings. Accordingly, any person who may seek to appeal any decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at these proceedings upon which any appeal is to be based (see Section 286.0105, Florida Statutes).



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VII. Approval of Agenda with Additions/Deletions

Council Action: Councilman McCormick made a motion to approve the Agenda with specified Additions and Deletions as presented. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Cuchens, Green, McCormick); motion carried.

VIII. Staff Reports

A. City Clerk Matters

1. Code Review – Chapter 2
 - Clerk Podraza presented Chapter 2 of the City Code of Ordinances. Podraza identified an error in Section 2-26 – City Council Meetings. The meeting times and days are now set by Resolution as of March 8, 2016. Ordinance 2016-02, providing this amendment, was sent to Municode to be codified into the City Code of Ordinances on March 21, 2018.
2. FACC Summer Academy Approval

Council Action: Councilwoman Brannon made a motion to approve City Clerk Podraza to attend the Florida Association of City Clerks 2018 Summer Academy. Councilwoman Green seconded the motion. All ayes, (Brannon, Cuchens, Green, McCormick); motion carried.

B. Finance Department

1. Brandon Oaks
 - Finance Officer Sara Bowers requested direction from the Council on the Brandon Oaks Interlocal Agreement between the City of Freeport and Walton County regarding the following items:
 - County Recording Fee to file Customer Finance Agreements

Council Action: Councilwoman Cuchens made a motion to approve the \$50.00 deposit and the \$52.50 recording fee, to connect to the City's sewer system, to be paid up front by the customer rather than added into the finance agreement. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Cuchens, Green, McCormick); motion carried.

- Finance Officer Bowers provided the following breakdown of the funds being received from the County, for the fifty-four (54) septic systems:

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Approximate Amount of Funds to be received for each system: \$2,629.63
Cost to connect to the City's sewer system: \$6,400.00
Total amount to finance sewer connections at Brandon Oaks: \$3,770.37

Monthly payment over a ten-year period will be: \$31.42

- \$2,500.00 must be applied to impact fees under the current policy, leaving \$129.63 for the installation of the system and removal of the old septic tank. Cost to cover sewer expenses will need to be borrowed from the General Fund over a 10-year period.

C. Planning & Zoning Dept: None

D. Legal Matters

- City Attorney Clayton Adkinson informed the Council that the approved Brandon Oaks Interlocal Agreement was signed by the County and is available for the Mayor's signature after the meeting. An original copy will be provided to the Clerk for the City Records.

E. Parks Dept.: None

F. Engineering

1. Change Order 3 – US 331 Watermain

Council Action: Councilwoman Brannon made a motion to approve the US 331 Watermain Extension Change Order 3 for a total amount of \$5,379.00. Councilwoman Cuchens seconded the motion. All ayes, (Brannon, Cuchens, Green, McCormick); motion carried.

2. Joyce Lane Sewer Proposal

- Council discussion ensued, and the following motions were made. This item will be readdressed at the next meeting.

Council Action: Councilwoman Cuchens made a motion to table the Joyce Lane Sewer Proposal until the second meeting in April. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Cuchens, Green, McCormick); motion carried.

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Council Action: Councilwoman Cuchens made a motion to approve the Mayor to draft a letter of intent to be sent to all customers in the Piney Point area to see if there is interest in hooking up to City Sewer. Councilwoman Green seconded the motion. All ayes, (Brannon, Cuchens, Green, McCormick); motion carried.

G. Water Dept.: None

H. Sewer Dept.: None

IX. Old Business

A. ~~Water Capacity Fees~~

X. New Business

A. Mayor Russ Barley

- Mayor Barley updated the Council on the Freeport Welcome signs.

B. Councilwoman Brannon: None

C. Councilwoman Cuchens

- Councilwoman Cuchens requested an update on the Sewer Reclaim System. Sewer Supervisor Fawcett indicated that there will be more information for the Council at the next Regular Council Meeting in April. Councilwoman Cuchens requested that this item remain on the agenda.

D. Councilman Farris: None

E. Councilwoman Green: None

F. Councilman McCormick: None

XI. Public Comment

- Mr. Jay Odom approached the podium to comment regarding Brandon Oaks.
- Mr. Gary Adams approached the podium requesting signatures on a petition circulating regarding the extension of the Waste Pro Agreement with the County.

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XII. Adjournment

Mayor Barley adjourned the meeting at 7:04 p.m.

FREEPORT CITY COUNCIL

Mayor

ATTEST

City Clerk

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