



City of Freeport
REGULAR COUNCIL MEETING
9:00 a.m./Council Chambers/Freeport City Hall
August 8, 2017 Minutes

I. Meeting Opened

The August 8, 2017 Regular Council Meeting was called to order at 9:00 a.m. by Mayor Russ Barley. The meeting was held in City Council Chambers of Freeport City Hall.

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

Council Members absent: Councilwoman Kasey Cuchens

Staff present: City Clerk Rebecca Podraza, City Attorney Clay Adkinson, Parks Director Dana Weiler, Finance Officer Sara Bowers, Water Supervisor Larry Tuggle, Lead Sewer Operator Bridget Hilgenberg, Billing Supervisor Jennifer Douglas, and City Engineer William Menadier.

II. Invocation and Pledge of Allegiance

The invocation was given by Councilman Farris, followed by the Pledge of Allegiance to the American Flag.

III. Recognition of Guests

- Robin Riley, Vice President - Brown & Brown PRIA
- Kyle Stoekel, Account Executive – Brown & Brown PRIA
- Tom Conley, Account Executive – Florida League of Cities

IV. Public Comment on Consent Agenda: None

V. Approval of Consent Agenda

1. Pay all Bills in Order
2. July 27, 2017 Regular Council Meeting Minutes

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

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VI. Consideration of Additions/Deletions to Agenda

Additions:

- Clerk – Set Budget Meeting Times & Dates
- Legal – Washington Street Issues
- Councilwoman Brannon – Exploratory Well & Deep Injection Waste Disposal Wells
- Parks – 2017 RTP Application Award memo
- Councilman Farris – Workforce Housing
- City Planner Latilda Hughes-Neel – Workforce Housing

Deletions:

- Councilwoman Brannon - CIP Recreation Item #22: *Dept. of Interior Property*

VII. Approval of Agenda with Additions/Deletions

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

VIII. Staff Reports

A. City Clerk Matters

1. Set Budget Meeting Times & Dates
 - Set Budget Workshop for August 10, 2017 @ 6:30 pm

Council Action: Councilwoman Brannon made a motion to set a Budget Workshop for Thursday, August 10, 2017 at 6:30 PM. Councilman McCormick seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

- Change DEO FL Growth Job Fund Workshop to Immediately after 6:30 Budget Workshop

Council Action: Councilwoman Brannon made a motion to set the DEO Florida Growth Job Fund Workshop to immediately following the Budget Workshop on Thursday, August 10, 2017. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

- Set Budget Workshop for August 21, 2017 @ 6:00

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Council Action: Councilwoman Brannon made a motion to set a Budget Workshop for Monday, August 21, 2017 at 6:00 PM. Councilwoman Green seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

- Set Budget Workshop for August 28, 2017 @ 6:00

Council Action: Councilwoman Brannon made a motion to set a Budget Workshop for Monday, August 28, 2017 at 6:00 PM. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

B. Finance Officer

1. PRIA Brown & Brown Employee Benefits Renewal Proposal

- Robin Riley of Brown and Brown PRIA presented the Employee Benefits Packages.

Council Action: Councilwoman Brannon made a motion to renew the employee health benefits with Florida Blue Cross and Blue Shield, BLUEOPTIONS 14052, for the 2017/2018 budget year for a total estimated annual premium of \$230,279.00. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

- Robin Riley of Brown and Brown presented the Standard Insurance Company Dental/Life options.

Council Action: Councilman Farris made a motion to renew the Standard Dental Insurance which is paid 100 % by the employees and the Standard Life Insurance which is paid up to \$50,000.00 by the City for each employee for a total estimated annual premium of \$5,270.00. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

2. Public Risk Insurance Proposals (Property, Automobile, Workers Compensation)

- Two proposals were submitted to the City for Public Risk Insurance. Kyle Stoekel, Account Executive, Brown & Brown PRIA and Tom Conley, Account Executive, Florida League of Cities were available for questions from the Council.

Council Action: Councilwoman Brannon made a motion to accept the proposal for Public Risk Insurance from Florida Municipal Insurance Trust, (FMIT) for the 2017/2018 Budget for a reduced grand total premium of \$106,045.00. All ayes, (Brannon, Farris, Green, McCormick);

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motion carried.

3. Billing & Accounting Software Proposal
 - Finance Officer Sara Bowers presented two proposals to the Council for financial, revenue collection and personnel ERP systems.

Council Action: Councilman Farris made a motion to approve the ADG Enterprise Financial and Utility Billing Software Solutions proposal, for the City financial, revenue collection and personnel ERP systems, for a total amount of \$75,500.00 and annual support proposal of \$3,945.00. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

C. Planning & Zoning Dept.

1. LDC Revisions/1st Reading of Draft Ordinance/Approval to set 2nd Reading – Adoption Ordinance
 - City Planner Latilda Hughes-Neel provided Council with the proposed draft of the updated LDC with revisions.

Council Action: Councilman Farris made a motion to hold first reading of the Land Development Code Draft Ordinance and to advertise for the 2nd reading and adoption of the Ordinance. Councilman McCormick seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

2. Riverwalk Revised PDP / Resolution
 - City Planner Latilda Hughes-Neel presented a revised Planned Development Project Plan for Riverwalk and Resolution to adopt the revisions. Mr. Bob McGill was introduced and addressed the Council regarding the revised Riverwalk PDP.

Council Action: Councilman Farris made a motion to approve Resolution 2017-06 approving the revised Riverwalk PDP. Councilman McCormick seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

3. Planning Board
 - City Planner Latilda Hughes-Neel requested approval of Councilman McCormick's appointment for the City Planning Board.

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Council Action: Councilman Eddie Farris made a motion to approve John Konopacki as appointee for Councilman McCormick to the City of Freeport Planning Board. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

4. Recreation Board

- City Planner Latilda Hughes-Neel requested approval of Councilman McCormick's appointment for the City Recreation Board.

Council Action: Councilman McCormick requested approval for reappointment for Trent DiMaggio to be his appointee to the City Recreation Board. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

5. Workforce Housing

- City Planner Latilda Hughes-Neel addressed the Council on Workforce Housing for the City of Freeport.

Council Action: Councilwoman Brannon made a motion to approve City Planner Latilda Hughes-Neel, to request a Work Force Housing Study from West Florida Regional Planning Council. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

D. Legal Matters

1. Resolution to Establish Days & Times of Regular Council Meetings

Council Action: Councilwoman Brannon made a motion to approve Resolution 2017-07, regarding Regular Council Meeting days and times. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

2. Washington Street

- Councilman Farris addressed the Council regarding complaint of Semi's coming down Washington Street. A meeting between the owner of Frank's and the Mayor will be arranged by the Mayor.

E. Parks Dept.

1. 2017 RTP Application Award Memo

- Parks Director Weiler presented information regarding the Recreational Trails Grant that

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has been awarded to the City. The City is to Match \$10,000.00 cash and \$29,000.00 in-kind services, supplies, and equipment.

Council Action: Councilman McCormick made a motion to move forward with the Florida Trails Grant awarded to the City of Freeport through the Florida Department of Environmental Protection. Motion died for lack of second.

Parks Director Weiler and City Attorney Clayton Adkinson stepped out of Council Chambers to review the paperwork and report back to Council with more information.

F. Engineering

1. City Engineer William Menadier presented the Engineering Updates Report on the following:
 - Freeport Legislative Appropriation Water Project
 - Business 331 Sidewalks
 - Annual Water Tank Inspections
 - Wastewater Treatment Plant Permit Renewal
 - WWTP Preliminary Engineering Report
 - Welcome Signs
 - No Wake Zone at Marse Landing
 - State Revolving Fund Loan Agreement

G. Water Dept.: None

H. Sewer Dept.

- Lead Operator Bridgett Hilgenberg updated the Council on repairs that have been done at the Sewer Plant.
- Operator Hilgenberg requested approval to obtain quotes for an electronic security gate to deter people from coming onto the plant property.

Council Action: Councilman Farris made a motion to approve Lead Operator Bridgett Hilgenberg to obtain three (3) quotes to purchase an electronic gate for the Sewer Plant property. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

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- Operator Hilgenberg informed the Council that the trailer purchased for the Sewer Office is a used model. The trailer was sold to the City as a new model. Council requested that the purchase agreement be sent to the City Attorney's office.

I. Parks Department Continued....

1. 2017 RTP Application Award Memo

- City Attorney Clayton Adkinson and Parks Director Weiler provided more information after contacting the Florida Department of Environmental Protection and a second request for action was made to approve moving forward with the Florida Trails Grant.

Council Action: Councilman McCormick made a motion to move forward with the Florida Trails Grant awarded to the City of Freeport through the Florida Department of Environmental Protection. Councilwoman Green seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

IX. Old Business: None

X. New Business

A. Waiver of Fees Requests

- Clerk Podraza presented the 2017/2018 Waiver of Fee requests made by local organizations.

Council Action: Councilman Farris made a motion to waive all the fees presented with the exception of the Freeport Area Youth Sports Association Football & Cheer and the Freeport Youth Sports Inc. Little League, until agreements with the Leagues can be drawn up and presented to Council. Councilman McCormick seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

B. Councilmember Health Insurance Benefits

- Clerk Podraza requested direction regarding Councilmembers and the City Health Insurance Group Policy.

Council Action: Councilwoman Brannon made a motion to reinstate the City Health Benefits to City Council Members at 100% of the premium, as all employees currently receive, if they so choose. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

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C. Mayor Russ Barley: None

D. Councilwoman Brannon

1. Economic Development Website: <http://www.discoverfreeportflorida.com/index.html>
 - Councilwoman Brannon received calls regarding the Economic Development Website that was produced by Chelco's Marketing Department years ago.
 - Councilwoman Brannon would like to look at linking this website to the City's new website that will be launched in August.

*Council Action: Councilwoman Brannon made a motion for Council to direct Clerk Podraza to reach out to Chelco Electric's Marketing Department and request information regarding the **Discover Freeport Florida** website. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.*

2. ~~CIP Recreation Item #22: Dept. of Interior Property~~

3. Forensic Audit

- Councilwoman Brannon requested that the Council approve a Forensic Audit of the City Accounts.

Council Action: Councilwoman Brannon made a motion to formally bid for a forensic audit of the City of Freeport accounts for the past five (5) years. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

4. Exploratory Well & Deep Injection Waste Disposal Wells

- Councilwoman Brannon presented an Exploratory Well & Deep Injection Waste Disposal Wells Resolution to the Council. Ms. Kelly Layman approached the podium and addressed the Council regarding this topic.

Council Action: Councilwoman Brannon made a motion to adopt Resolution 2017-08, expressing strong opposition to proposed exploratory wells and deep injection waste disposal wells. Councilman Farris seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

E. Councilwoman Cuchens: Absent

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F. Councilman Farris

1. Brandon Oaks - Counter Proposal to Walton County
 - Councilman Farris introduced County Administrator, Stan Sunday and County Engineer, Chance Powell. Mr. Sunday and Mr. Powell approached the podium and address the Council regarding the Brandon Oaks Subdivision. A counter proposal was presented to the Council by Councilman Farris and will be provided as an attachment to the minutes of the August 8, 2017 meeting.

Council Action: Councilman Farris made a motion to provide the County with the Brandon Oaks Counterproposal as presented, to be addressed at the next Walton County Board of County Commissioners Meeting. Councilman McCormick seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

2. Parks Director
 - Councilman Farris addressed the Council regarding the termination of the current Parks Director Dana Weiler.

Council Action: Councilman Farris made a motion to terminate Parks Director Dana Weiler effective immediately and that she is to turn in all City Property in her possession to the City Clerk before she leaves the premises. Councilwoman Brannon seconded the motion.

Council discussion ensued and public comments were received.

Three ayes, (Brannon, Farris, Green); one nay, (McCormick); motion carried.

G. Councilwoman Green: None

H. Councilman McCormick

1. ~~Planning Board Candidate John Konopaeki~~
2. ~~Recreation Board Trent DiMaggio~~

XI. Public Comment

1. Mr. Earnest Nettles approached the podium to request the Council address rain water issues at the Community Center.

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2. Councilman Farris requested that the Mayor speak with Charlie Simmons regarding an interim Parks Director position.

Council Action: Councilman Farris made a motion to direct Mayor Barley to contact Charlie Simmons regarding an Interim Parks Director position; in the event he is not available, the Mayor is to reach out to Shane Supple with Walton County to see if he would be interested. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Farris, Green, McCormick); motion carried.

XII. Adjournment

Mayor Barley adjourned the meeting at 12:21 p.m.

FREEPORT CITY COUNCIL

Mayor

ATTEST

City Clerk

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