

TOWN OF INGLIS
135 Highway 40 W
Inglis, FL 34449

REGULAR COMMISSION MEETING MINUTES

September 13, 2022

6:00 pm

*****PLEASE SILENCE YOUR CELL PHONE*****

CALL TO ORDER

Pledge of Allegiance
Prayer/Moment of Silence

ROLL CALL

Mayor A White (Present)	Commissioner P Tully (Present)
Commissioner S Schwing (Present)	Commissioner S Sims (Present)
Commissioner I Young (Present)	Attorney Christopher Anderson (Present)
Commissioner J Schwing (Present)	

Motion by Commissioner Steve Schwing to amend agenda – Second by Commissioner Joyce Schwing. Item #3 on the agenda for Second reading and adoption of Ordinance #07-22 was amended to Final Resolution and Adoption.

Item #10 Community Planning Assistance Grant Award FY 2022-2023 to be moved to Item #3. Motion by Commissioner Joyce Schwing to move Item #10 to Item #3 – Second by Commissioner Steve Schwing. Vote taken by Secretary Cery Logeman. Motion approved by unanimous vote

APPROVAL OF AGENDA

Motion by Commissioner Joyce Schwing to accept the modified agenda – Second by Commissioner Steve Schwing. Vote taken by Secretary Cery Logeman. Motion approved by unanimous vote. Agenda approved as revised.

Public comments on Non-Agenda Items

REGULAR AGENDA

- 1. Guest Speaker: UnderSheriff Brett Beauchamp with Levy County Sheriff's Office**
- 2. Questions regarding Questions regarding Law Enforcement Contract between the Town of Inglis and Levy County Sheriff's Department (Mayor White)**
 - A. What is the crime rate for Inglis?
 - B. What is the solved crime rate for crimes committed within the Town of Inglis?
 - C. What is the solved crime rate for all other municipalities that do not have a contract with LCSO?
- 3. Community Planning Assistance Grant Award FY 2022-2023**

Discussion of Grant with Dan Hilliard

\$75,000 Cost Reimbursement Award Develop a Community Action plan to restore flow of the Lower Withlacoochee River.

Request for Qualifications RFQ_2022_001

Request for qualifications continuing professional services advertisement engineering that needs to be retained to complete the study of the Inglis Dam and Spillway.

Documents attached: Multiple documents for review

Scope of Work

Budget requirements for Grant (Cost Reimbursement Grant)

4. Final reading and adoption of Resolution R9-22

Attorney Christopher Anderson read the resolution title. A Resolution of the Town of Inglis Florida relating to the provision of fire protection services, facilities, and programs in incorporated areas in the Town of Inglis Florida. Amending the initial assessment resolution, imposing fire protection assessments against assessed properties located within the town for the FY beginning October 1, 2022. Approving the fire protection assessment rule, confirming the initial assessment resolution, and providing an effective date.

Commissioner Joyce Schwing asks for public comments.

Motion by Commissioner Pat Tully to accept Resolution R9-22 – Second by Commissioner Isaac Young. Vote taken by Secretary Cery Logeman. Motion approved by unanimous vote.

5. First reading of Ordinance 09-22

Attorney Christopher Anderson read the Ordinance title. An Ordinance of the Town of Inglis Florida pursuant to Petition No. ANX 22-01 relating to voluntary annexation, making findings, annexing certain real property located in Levy County, Florida which is recently compact and contiguous to the boundaries of the Town of Inglis Florida into the boundaries of the Town of Inglis Florida. Providing severability, repelling all ordinances and conflicts, and providing an effective date.

6. Review of Draft Ordinance No.

Documents attached: Ordinance No

Commissioner Joyce Schwing read the ordinance title. An ordinance of the Town of Inglis, Florida, amending section 22-5 of the Town Code of Ordinances; providing for severability; providing for the preservation of other ordinances; and providing an effective date.

Attorney Christopher Anderson states this is something he was asked to prepare by Tammy Jones to bring Inglis into conformity with other municipalities. Tammy Jones said there was one item that needed to be corrected which was one word where one other code provision said for the next election in March which is now in April. We changed that one word and she suggested, and I think was very smart, was also add a specific provision in the code that makes clear that the qualification period for the election will be 71-67 days before the election. That way there is no confusion over the next election if there is change of hats in Town Hall then everybody will know when the qualification period is, it's all in compliance with what works best, goes with the state statutes, and works with the elections. So, I prepared an ordinance further making those changes to the code. This is only the first reading.

7. Discuss filling and appointing a Public Works Director

Motion by Commissioner Steve Schwing to move employee, Bob Spiegl, to Public Works Supervisor – Second by Commissioner Pat Tully. Vote taken by Secretary Cery Logeman. Motion approved by unanimous vote. Attorney Christopher Anderson said he wants to make sure the process was followed for hiring and Commissioner Steve Schwing said it is in Section 4 of the employee handbook that the Commission looks to promote from within first.

8. Surplus Property

Commissioner Pat Tully said there is no verbiage or ordinance regarding surplus property. Attorney Christopher Anderson said that having a surplus property policy or ordinance is a good idea. Surplus property would be property that the Commission finds as the town no longer needs. Motion by Commissioner Pat Tully to have Attorney Christopher Anderson draw up an Ordinance regarding surplus property utilizing the information that is in our agenda packet – Second by Commissioner Isaac Young. Vote taken by Secretary Cery Logeman. Motion approved by unanimous vote.

Attorney Christopher Anderson stated that the only other thing that needs to be considered if there is an exception for liquidating property. Attorney Christopher Anderson asked if surplus property applies to real property or property in general. Attorney Anderson advises that the policy/ordinance should state that it covers real property and personal property.

Commissioner Isaac Young states he would like the Commission to review the ordinances to see if any revisions need to be made. Attorney Christopher Anderson states that he has never heard of a town revising all of their ordinances and that the costs of doing so would need to be considered. He states that when he was retained his understanding of his scope of work was much smaller than what he has done. He states that rewriting the employee handbook was one of the biggest projects he has done and took about a week of his time to do it. He states his point is that he is willing to do as much or as little as the Commission needs him to, but the scope needs to be understood. It is important that everyone recognizes that my billing rate for the town is substantially lower than what I otherwise bill for and what I anticipated taking on. He said he knows the suggestion has been passed on to him that he is inflating his bills to try and get more work done and it is not true. And he only has his word and reputation and that is all he can do and respond to it, and he can tell you that is not happening. He is not inflating his bill. It's all public record, everybody sees it every month and he is willing to go through it line by line with whomever.

- 9. Discuss/vote on purchase of compact track loader** – ARPA funds, drainage project voted on by Commission in 2021. Sourcewell will be used as a Service Cooperative. Motion by Commissioner Joyce Schwing to allow Public Works Supervisor to purchase a Kubota compact loader, with attachments, to initiate the drainage project for the purchase amount of \$88,263.00 with the funds coming from the ARPA funds – Second by Commissioner Sue Sims. Vote taken by Secretary Cery Logeman. Motion approved 4-1. Commissioner Pat Tully voted nay.

10. Create policy regarding the following items

- a. Credit Card Policy - Discussion
- b. Vehicle Usage Policy - Discussion
- c. Verification of Driver's License (twice a year) for all Town of Inglis employees that operate Town of Inglis vehicles – Discussion. Commissioner Sue Sims said the Town can have the sheriff's office run a MVR and Attorney Christopher Anderson stated that whenever law enforcement pulls any kind of record search on somebody, how you use

that information is very heavily regulated. And you cannot just hand it out and I suspect it will be an issue.

11. Request for Budget Account change - Discussion

12. Phillip Thompson, Town of Inglis Code Enforcement Officer – Discussion on written notice of rezoning. Motion by Commissioner Joyce Schwing to create an ordinance to take the land use development code so that we have written notice to the neighbors within 400 ft – Second by Commissioner Pat Tully. Vote taken by Secretary Cery Logeman. Motion approved by unanimous vote.

13. Discuss ARPA Funds- Needs that can benefit the community

- a. Town Beautification - \$10,000
- b. Designate \$100, 000 to Town Hall with immediate disbursement to Cougar Mountain for inhouse training of employees. Additional funds to remain available for software upgrades, equipment purchases, furniture upgrades to improve the comfort and functionality of employees.
- c. \$40,000 to be designated for use by the Town of Inglis Fire Department for purchase of safety equipment. (Jaws of Life)

Attorney Christopher Anderson was asked for his opinion, and he stated that finance is not his department, and he doesn't want to comment. Discussion and shelved for later discussion

14. In preparation for the Christmas Parade - Do we want to have fireworks after the Christmas Parade? Motion by Commissioner Pat Tully for no fireworks after the Christmas Parade – Second by Commissioner Joyce Schwing. Vote taken by Secretary Cery Logeman. Motion approved by unanimous vote.

15. 25 Hudson Street-Florida Commission of Ethics

Citizen Carter Shackelford asked Attorney Anderson why he recused himself from this proceeding at 25 Hudson St. Attorney Anderson stated that when he was initially retained and signed his agreement with the Town, he was appointed a point of contact that would task him with projects. In order to govern the scope of work he would do; he needed a point of contact to authorize the work. Because the mayor under the charter, is the signatory of contracts then the supervisor was appointed as the mayor. When he was coming up to speed on what the Town's issues were he understood the only active litigation was between the Town and mayor. Attorney Anderson in essence quickly related to the Town that if they were going to retain any kind of representation related to that ongoing litigation and anything that evolved out of that then they would have to get separate counsel because of the fact that the agreement he had just signed put him in a situation that his legal advise would be questioned. So, he recused himself at that time.

16. Re: 4280-06 A MOD #3, Town of Inglis, Mastadon Bridge Culvert Upgrade, Drainage Project Contract Modification.

Vote by Resolution designating Commissioner Joyce Schwing, President of Commission, to sign on behalf of Mayor for 4280-06 A MOD #3 Contract Management Closeout.

Motion by Commissioner Steve Schwing to allow the presiding officer, Commissioner Joyce Schwing, to sign the 4280-06 A MOD #3 Contract – Second by Commissioner Sue Sims. Vote taken by Secretary Cery Logeman. Motion approved by 4-1 with Commissioner Pat Tully voting no.

Attorney Anderson said the charter does allow for the presiding officer to sign if the mayor is unable to for absence, but what you are saying is that the DEO doesn't find that adequate so now we need to do a resolution to verify what Inglis law states.

PUBLIC COMMENTS:

DEPARTMENT REPORTS:

Budget/Finance (Commissioner Pat Tully) August 2022 report given

Maintenance/Road and Bridge (Commissioner Joyce Schwing) August 2022 report given

Water, Law Enforcement, Animal Control (Commissioner Steve Schwing) August 2022 report given

Health, Welfare and Recreation (Commissioner Isaac Young) August 2022 report given

Planning, Zoning, Code Enforcement (Commissioner Sue Sims) August 2022 report given

COMMENTS:

MAYOR:

TOWN CLERK: Advised we no longer have an accountant. RFP has been put out for a new accountant.

ATTORNEY COMMENTS:

Should any agency or person decide to appeal any decision made by the Commission with respect to any matter considered at this meeting, such agency or person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disability Act, person needing a special accommodation or an interpreter to participate in the proceeding should contact Inglis Town Hall at (352) 447-2203, at least two (2) days prior to the meeting.

ADJOURN MEETING

Motion by Commissioner Pat Tully to adjourn meeting – Second by Commissioner Isaac Young. Motion approved by unanimous vote. Meeting adjourned.

Attested By: Cery Logeman, Town Clerk

Approved By: Andrew White, Mayor

Transcribed By: Tammy Ballinger, Deputy Town Clerk