

**The Inglis Town Commission
held the Regular Commission Meeting
Remotely via Zoom
on August 4th, 2020 at 6:00 PM**

**Present Were:
Mayor Merritt (absent), Comm. Brennan, Comm. Morin,
Comm. Schwing, Comm. Webb, Comm. Williams
Attorney Fugate**

Motion to Adopt Agenda

Commissioner Morin made a motion to adopt the agenda. Commissioner Brennan seconded. Motion carried 5-0.

Prayer and Pledge to the Flag

Comments, Ordinances, ETC.

1. Attorney Comments:

A. Community Center.

Attorney Fugate stated they had finally gotten some communication back from the State of Florida regarding the Community Center grant agreement which would have notated any restrictions for uses in the building, the letter stated any restrictions would no longer be in effect since the time period had expired.

Attorney Fugate commented on the possibility of using the Community Center for hybrid meetings, the Town Clerk would check with the IT Host regarding this request.

The Commission consensus was to have the Town Clerk look into the possibility of setting up the Town Meetings at the Community Center for the near future.

B. Lambert Lease.

Attorney Fugate stated he had placed the language in the lease as discussed at the last meeting regarding the placement of a gate at the entrance to the park area but they are currently waiting on a response back from the County Officials and Greenways & Trails.

Wayne Moore, Public Works Supervisor stated he spoke to the County with what the Town is proposing to do and their main concern was the setbacks off of the highway and Greenways & Trails only concern was being able to linking a lock on the gate or being given the combo or a key in order to gain access to the park after hours.

Commissioner Webb asked if the Lamberts had been contacted or come into Town Hall regarding the lease.

Commissioner Morin stated the amendment to the lease full fills everything she was looking for and will keep the people out of there in the evenings and also gives the Lamberts a distinct responsibility and it seems to encompass everything the Commission needs and apparently Greenways & Trails doesn't have a problem and she doesn't foresee the County having a problem with it so it seems to solve a lot of problems.

Commissioner Morin asked the Attorney if the Commission is able to pass the Lease contingent on the confirmation with the County.

Attorney Fugate stated a motion is necessary in order to approve the Mayor the ability to sign the amendment, his question is, are they going to approve it contingent upon a gate being put in and if they can't get a gate are they not going to extend the lease?

Commissioner Schwing stated that she still thinks their presence makes a difference on what happens in that area so even if they don't get the gate or the gate is delayed, she still thinks they should have the lease.

Attorney Fugate stated the draft of the lease will work either way since the amendment clearly states if and when a gate is installed.

Commissioner Schwing asked about emergency personnel's ability of gaining access if the gate is locked, will they be given a key or combo?

Wayne Moore commented on this issue and the Fire Department has a key box but if they go with a combo then they will have that information as well his main concern was the distance between where the gate would be and the required setbacks from the County Road Department.

Commissioner Morin made a motion to approve the lease contingent upon the amendment and the counties approval of such amendment. Commissioner Schwing seconded. Motion carried 5-0.

Attorney Fugate stated he has one more thing to discuss stating there has been some questions or comments at the meetings and in the Newscaster regarding his bills, he is sending a spread sheet to Town Hall that will be available to anyone that wishes to get a copy of or look at that reflects the charges for legal services from the twenty months before he became the Town's Attorney versus the charges for the sixty months that he has been the Town Attorney and the numbers reflect that the monthly average for the twenty month period was just over \$6,000.00 and the monthly average for the sixty months he has been the Attorney are just over \$2,900.00 so this reflects the Town of Inglis legal bills have been cut in half more than half, there was a question about one line item on the last bill that line item has been misconstrued completely in the Newscaster and in this Commission Meeting that was not just one phone call with one Commissioner that was several conversations with the Commissioner, with the Fire Chief regarding Emergency Management and Corona and what we needed to be doing as a Town, I talked to Wayne and I talked to Town Hall, that was four conversations about Emergency Management and Covid wrapped into one time entry.

John MacDonald, Inglis Fire Chief stated he agrees whole heartedly with the Attorney stating since Fugate Law Firm has become the Town's Legal Advisors the invoices have reduced and he can honestly say that Blake has assisted him at times without charging and he greatly appreciates that.

James Sparkman stated he is not interested in what the bills were previously he wants the bills to be in more detail and to be current.

2. Ordinance/Resolutions:

3. Contracts/Agreements:

Consent Agenda

- 1. Minutes:** Regular Meetings
Budget Workshops
Budget Hearings
Workshops
Public Hearings
Special

- 2. Financial Statements: June 2020**

Commissioner Morin made the motion to accept the Consent Agenda. Commissioner Brennan seconded. Motion carried 5-0.

Regular Agenda

- 1. Planning:**

Commissioner Webb stated she has nothing to report.

- 2. Code Enforcement:**

Commissioner Morin stated the Board has not been able to hold a meeting and will not until they can do it either in the Commission Room or the Community Center these meetings cannot be held via Zoom.

- 3. Old Business:**

- 4. New Business:**

**A. Community Center – Group Fitness Classes, People Helping People (Widow & Widower Group)
Comm. Schwing**

Commissioner Schwing commented on the letter that the Attorney received from the State asking if there is an overflow can these classes be held in the Community Center if they rent it.

Commissioner Webb asked Commissioner Schwing to explain what these classes are that she has highlighted in her agenda request before they discuss anything else.

Commissioner Morin stated she had spoken to Ms. Grover regarding the Yoga classes.

Attorney Fugate addressed Commissioner Schwing regarding the charges for events at the Community Center.

Commissioner Schwing addressed Commission Morin regarding the Widow/Widower Group and what this entailed.

Commissioner Morin stated the IRC held Senior Socials in the past and the hard part was transportation.

**B. Yankeetown/Inglis Women's Club—Community Garden (Helen Ciallella)
Discuss water rate request to change the charge from commercial to residential**

Helen Ciallella stated what she is requesting is the ability to gain access to the city water system for the Community Garden either by acquiring water from the city or being allowed to put in a well.

Wayne Moore stated he had spoken to Commissioner Williams as well regarding the placement of a water meter on the property and this could be costly since the water line is across the highway and would require a road bore.

Mr. Moore stated if the Commission so wished he could place water access to the garden from the Municipal Building which the Town owns by placing a cap on the amount of water they could use or by placing a flow meter on a dedicated water line coming from the Municipal Building.

Commissioner Williams stated the Water Department could tie into the water line from the Municipal Building via a dedicated line with a flow meter on it to track the usage and they could pay for that amount of usage or they Commission could just allow them to use the water as long as it doesn't go over the base usage.

Helen Ciallella stated this is an Agricultural Community Garden in general but right now they are working on growing fresh fruit and vegetables for the children, right now Kidz-Eatz feeds approximately 35 children every week and anything extra could go to the Sea-Breeze Manor Community.

Commissioner Schwing made a motion to discuss how the water set up for the Community Garden will take place. Commissioner Morin seconded for discussion.

Commissioner Schwing stated why doesn't the Commission just allow the Community Garden to use the water as long as it doesn't go over the base usage amount for the Municipal Building.

John MacDonald, Inglis Fire Chief stated the average water usage for the garden ranges between 175 to 200 gallons a month.

Discussion followed.

Commissioner Brennan stated this is a good thing for the Community he is for whatever the Commission can work out.

Commissioner Webb stated she is for allowing the water usage.

Commissioner Williams stated he is for allowing them to use the water his only concern was in regards to how to lock it out when it's not being used by the garden committee.

Helen Ciallella commented on how the Garden Committee is planning on monitoring the water usage like placing timers on it or whatever they need to do.

Commissioner Morin asked if anyone had an idea of what the actual usage is at the Municipal Building so any overage can be tracked.

Wayne Moore, PWS stated the water clerk can get that information for the Commission since they do track the water usage.

James Sparkman stated nothing is free and he feels that the Mayor, Commission and Fire Chief should take turns paying the bill that will give the garden seven months of usage at no cost.

Mary Sparkman stated since the Community Garden is next to the Municipal Building and the Municipal Building does not use the minimum they should be allowed to tie in and possibly make a dollar donation each month or something like that.

Commissioner Williams made a motion to tie into the water line at the Municipal Building, place a meter on it for tracking purposes. Commissioner Schwing seconded. Motion carried 5-0.

5. Dept Report by Commissioners:

A. Budget & Finance.

Commissioner Brennan read the revenue report for July stating once again the overall revenues received has dropped.

B. Water Dept.

Commissioner Williams read the report for the Water Department.

C. Maintenance/R&B.

Commissioner Schwing gave an update on the construction at the Mastadon Bridge, read the report for the Maintenance Department.

Commissioner Schwing addressed the Commission stating that Wayne has been looking into a new traffic light system for the maintenance of the traffic light, this system is called Wave-Tronics, the components are being donated to the Town by FDOT so the only cost will be for the installation by Control Specialists.

Commissioner Schwing stated the proposed cost for the installation is \$15,170.00 and would like to request these funds be moved from the Capital Outlay Line Item 102-541-160.

Commissioner Schwing made a motion to move \$15,170.00 to order the Wave-Tronics sensors from the Capital Outlay Line Item 102-541-640 so that we can go ahead and get this taken care of while its being offered to us for free. Commissioner Morin seconded for discussion. Motion failed due to lack of a vote.

Wayne Moore, Public Works Supervisor stated there are several failed loops in the intersection and this is from deterioration of the pavement from vehicle traffic and weight.

Discussion followed.

Town Clerk Slattery stated what the request was is to move the funds from the Road & Bridge Transportation Capital Outlay to the Road Repair & Supplies line item, otherwise there would need to be a consensus by the Commission to just approve to pay the invoice out of the Transportation Capital Outlay.

The consensus of the Commission was to pay the invoice directly out of the Transportation Capital Outlay.

Commissioner Schwing commented on the need to pave some of the more travelled roads in Town through grants.

John MacDonald commented on the use of C.A.R.E.S Grant funds stating these funds can only used for Covid-19 related issues.

Attorney Fugate commented on the purchasing policy requirements stating the Commission can vote to override the requirements to go out for bid by vote.

Mary Sparkman asked if there were any other Towns/Cities that use this type of system and if we elect to do nothing will the light just stop working?

Wayne Moore stated the City of Jacksonville uses this same system and yes the loops will eventually stop working.

Commissioner Schwing made a motion to override section 6 of the purchasing policy and go ahead and pay for this without a bid. Commissioner Williams seconded. Motion carried 5-0.

D. Law/Fire.

Commissioner Webb read the report for the Fire Service but did not have a report from the Sheriff's Department.

E. Land Use/Code Enforcement.

Commissioner Webb stated there was nothing to report.

F. Planning.

Commissioner Morin stated she has nothing to report until the board is able to meet.

G. Health/Welfare/Rec.

Commissioner Morin stated the Food Give Away distribution will be at the Am-Vets on August 12th at 9am and anyone wanting to get a box will need to line up on Sapp St.

Commissioner Morin stated hopefully she will be able to hold the DCF Assistance Program sign ups in the Community Center or the Commission Meeting Room Office but is waiting on approval from the DCF Office.

Commissioner Morin stated she has been told that if you buy anything from Amazon and you sign up for Amazon smile you can make a donation to the local Women's Club, Yankeetown School or any of the non-profit organizations in Town.

Commissioner Morin stated IRC held a Stuff the Bus with Money Fund Raiser and it was a great success.

H. Animal Control.

Commissioner Webb stated the Animal Control Officer will be attending Animal Control Class the end of the month.

James Sparkman stated he was informed by his veterinarian that raccoons can carry rabies and don't show any systems.

6. Public Comments:

Judi Blum asked if the Community Center could be used for future budget meetings will that also be the case for the Town Meetings?

Attorney Fugate stated legally yes they can since they have been given the go ahead from DEO then logistically if we can use it for the budget meetings then it can also be used for the commission meetings as well.

Judi Blum asked if the necessary precautions would be taken to keep the building sanitized.

7. Workshops & Special Meetings:

Commissioner Webb stated the upcoming Budget Workshops will be held via Zoom as of now, the Fire Assessment Meeting, The Tentative Budget Hearing and the Final Budget Hearing will also be held via Zoom as of this date.

Attorney Fugate asked for the Commission to vote to accept the Fire Assessment Roll.

Commissioner Schwing stated she does not feel comfortable voting on something she hasn't seen.

Attorney Fugate stated this roll has the same dollar amounts on it as last years and if a property owner has an issue with what they are being charged then they need to attend the Fire Assessment Public Hearing on September 14th, 2020 @ 6pm., the only thing that would cause an issue would be if a property owner had split or combined a parcel.

Commissioner Morin asked if this roll included vacant parcels.

Attorney Fugate stated it did not.

James Sparkman stated this had been addressed last year this time and he is holding John MacDonald accountable for it not getting done.

Commissioner Schwing asked who pays for the study?

Attorney Fugate stated the Town pays for the study and he can bring back a quote at the next meeting.

Commissioner Morin made a motion to approve the preliminary Fire Assessment Roll so that it can be placed on the TRIM Notice. Commissioner Williams seconded. Motion carried 5-0.

8. Town Clerk:

Town Clerk Slattery stated she has been working on getting the Budget totals together so that she can have packets ready for the Budget Workshop tomorrow night this will be just to present the bare bones totals.

Town Clerk Slattery stated the certificate has expired for the Zoom Meeting access and that is what caused the issue with the meeting connection tonight so she will be working to get this resolved.

9. Comments:

A. Mayor:

B. Commission.

Commissioner Williams thanked the Commission for bringing him back on board for the remainder of the term.

Commissioner Brennan stated things have been very strenuous at Town Hall and the Town Clerk is constantly being interrupted so she is asking that unless it is of dire importance please keep any visits to a minimum.

Commissioner Schwing asked if Commissioner Williams had been sworn in and doesn't it need to be done during a meeting?

Town Clerk Slattery stated Commissioner Williams had been sworn in by her at the Town Hall in her office and since the Commission appointed him it was not necessary that it be done during a meeting.

Commissioner Morin made a motion to adjourn. Commissioner Williams seconded. Motion carried 5-0.

Attested By: Town Clerk

Approved By: Mayor

Transcribed By: Darlene M. Slattery