

**The Inglis Town Commission
held a Remote Regular Commission Meeting
on May 5th, 2020 @ 6:00pm**

**Present Were:
Mayor Merritt, Comm. Brennan, Comm. Monteverde,
Comm. Morin, Comm. Schwing, Comm. Webb
Attorney Blake Fugate**

Motion to Adopt Agenda

Commissioner Monteverde stated this Resolution needed to be brought before the residents for approval.

Commissioner Schwing agreed with Commissioner Monteverde.

Attorney Fugate stated this Resolution R2-20 is putting what the Commission voted on at the meeting before last into Resolution format, giving Woodard & Curran the ability to go out and seek funding for the waste-water project.

Discussion followed.

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

**Prayer & Pledge
Comments, Ordinances Etc.**

Presentation

**1. James Moore C.P.A. & Consultants Annual Audit for FY ended September 30, 2019.
Presented By: Zach Chalifour, CPA & Brenden McKitrick, CPA, CISA.**

Zach Chalifour addressed the Commission giving the Audit Report for the Town's FY 2018-2019.

Brenden McKitrick addressed the Commission giving a breakdown of the assigned and unassigned expenditures.

Commissioner Monteverde asked a question regarding the funds in the Road & Bridge Department that were transferred from the General and Water Department Funds.

Commissioner Monteverde asked if an inventory of assets was included in the audit.

Zach Chalifour stated a physical inventory of assets is only required every five years.

Commissioner Monteverde had questions regarding the separation of funds for the Water Department and the future Sewer Facility Project.

Attorney Fugate asked the Auditors if they prefer a vote of the Commission to approve the Audit versus just a consensus.

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

1. Attorney Comments: NONE

2. Ordinances & Resolutions:

A. First Reading of Ordinance 01-2020, Amending Chapter 14 of the Code of Ordinances relating to Animal Control.

Attorney Fugate read the Ordinance into the record by title only.

Commissioner Webb stated he had a question on an item that was left out on page 15 that was originally marked as item F pertaining to record keeping.

Commissioner Monteverde had questions regarding procedures for animals that have contracted rabies.

Commissioner Webb read the section in question for discussion.

Attorney Fugate commented on the issue being discussed stating the Ordinance can be passed tonight on First Reading and when it is brought back for the Final Reading he will have better clarification for them.

Commissioner Monteverde stated there are conflicting statements in the ordinance regarding the Training for the Animal Control Officer.

Attorney Fugate stated he will get with Commissioner Monteverde on the contradicting issues he was addressing.

Commissioner Morin made the motion to accept Ordinance 01-2020 including the changes discussed tonight. Commissioner Brennan seconded. Motion carried 5-0.

B. Resolution R1-2020; 2019-2020 Budget Amendment.

The Town Clerk read the Resolution in its entirety into the record.

Commissioner Monteverde asked what each one of the budget transfers are for.

Commissioner Morin made the motion to accept Resolution R1-2020. Commissioner Brenna seconded. Motion carried 5-0.

C. Resolution R2-2020; Resolution of the Town Council of the Town of Inglis, Florida, Adopting the Financial Initiative Plan (FIP) dated April 2020.

Attorney Fugate read Resolution R2-2020 by title only.

Attorney Fugate stated this is only allowing Woodard & Curran to move forward to find funding as was approved at a previous meeting.

Commissioner Monteverde stated he wants to move this item to another meeting for discussion when the residents can be in attendance in person.

Attorney Fugate stated this was done at a previous meeting with both Woodard & Curran and residents in attendance.

Commissioner Morin stated this is only giving Woodard & Curran permission to move forward to find funding.

Mayor Merritt commented that part of the reason the Town needs to move forward on this is to be able to acquire funding that has already been approved through the Care Act.

Commissioner Schwing asked if this was an application they are voting on.

Commissioner Morin stated this is a Resolution to allow Woodard & Curran to go out and apply for funding.

James Sparkman commented on the funding procedure being presented by Woodard & Curran.

Steve Schwing commented on the cost for the septic to sewer project.

Discussion followed.

Commissioner Monteverde commented on the water customer base notated versus the current actual number of water customers.

Judy Blum commented on the proposed sewer project and if residents that are currently having to replace their septic systems being informed of the projected sewer project and has anyone looked into Eco-Friendly Septic Systems.

Commissioner Brennan made the motion to adopt Resolution R2-2020. Commissioner Morin seconded. Motion carried 3-2 with Commissioners Monteverde and Schwing voting nay.

3. Contracts & Agreements:

A. Draft Contract for Solid Waste Disposal Services. (Attorney Fugate)

Attorney Fugate addressed the Commission regarding the changes made from the original version stating the discussion tonight is mainly for the pricing options.

Commissioner Schwing asked exactly what the franchise fee is and where exactly does it go.

The Town Clerk stated it is revenue funding the town receives from the garbage company from the number of customers served.

Commissioner Schwing stated she has concerns on the number of times the trash is picked up and since the increase from once to two times the roads have begun to deteriorate at a quicker pace and if the contract changes back to once a week then the vehicles that are currently speeding down the road will just go faster.

Attorney Fugate stated there is insurance in the contract that covers this issue.

Trip Lancaster, Waste Pro commented on Commissioner Schwings concerns.

Dayna Miller commented on Commissioner Schwings comment regarding the number of trips that the garbage trucks are currently travelling on the roads and the damage that is being done to the roads in town.

Commissioner Morin stated she has been approached regarding the garbage pickup and the number of times this is offered.

Commissioner Monteverde commented on the number of times the garbage is picked up, stating Waste Pro possibly has the software that would allow them to know which residents want once versus twice a week pick up.

Dayna Miller stated the company builds the routes for the garbage service pickup around the town and the surrounding areas and cannot offer to the residents a choice.

Commissioner Brennan asked if a second had been made.

Attorney Fugate stated there was a motion made and a second for discussion so now what the Commission needs to do is vote on the choice of Option 3A or not.

Steve Schwing commented on the other options available to the Town so that the roads cannot be destroyed further.

James Sparkman stated his displeasure with Waste Pro and the services they offer.

Commissioner Brennan commented on the different services offered by Waste Pro and he has been contacted by residents that are satisfied with the twice a week pickup.

Commissioner Schwing commented on the damages being done to the roads.

Commissioner Morin made a motion to accept Option 3A. Commissioner Monteverde seconded for discussion. Motion carried 5-0.

Commissioner Morin made the motion to accept Option 3A. Commissioner Brennan seconded for the acceptance of Option 3A. Motion carried 4-1 with Commissioner Schwing voting Nay.

Attorney Fugate addressed the Commission stating now that the Commission has voted on the garbage service option there are other areas in the contract that need to be discussed such as liquidated services, penalties etc.

Commissioner Brennan made a motion to accept the choice for the liquidated services as notated in Article IV. Commissioner Monteverde seconded. Motion carried 5-0.

Commissioner Webb stated there are a few minor grammatical errors that she would like to see corrected and will get with the Attorney before the contract is sent back to Waste Pro.

Commissioner Morin made the motion to approve the remainder of the contract after the discussed changes are made. Commissioner Brennan seconded. Motion carried 5-0.

Commissioner Monteverde commented to the Waste Pro representatives directly regarding the lateness of the pickups.

Consent Agenda

- | | | |
|--------------------|---|---|
| 1. Minutes: | Regular Meeting
Budget Workshops
Budget Hearings
Workshops
Public Hearings
Special Meetings
Organizational Mtg | 03/03/2020

03/10/2020, 04/01/2020
04/01/2020 |
|--------------------|---|---|

2. Financial Statements: January 2020, February 2020, March 2020

Commissioner Schwing stated there is an error with the date for the January Financial Statements.

The Town Clerk stated she will make the necessary correction and get the January 2020 Financial Statement to the Commission tomorrow.

Commissioner Morin made a motion to accept the Consent Agenda with the required correction as discussed. Commissioner Brennan seconded. Motion carried 4-1 with Commissioner Schwing voting Nay.

Regular Agenda

1. Planning:

A. Language for Planning Commission Composition. (Curreant & Proposed)

Attorney Fugate addressed the Commission regarding the proposed changes to the code as presented.

Commissioner Monteverde stated in the language there is a notation that a member of the Planning Board must be a representative of the School Board and he was not aware of that requirement.

Attorney Fugate stated that was already in the Code and is a statutory requirement.

James Sparkman asked if the alternates were also required to fill out a Financial Statement just as the appointed board members are.

Attorney Fugate stated a disclosure statement can be added so that all of the members as well as the alternates are informed of the disclosure requirements.

Commissioner Monteverde made a motion to accept the proposed language with the discussed changes. Commissioner Morin seconded. Motion carried 5-0.

2. Code Enforcement:

Commissioner Morin stated there is nothing to report at this time.

3. Old Business:

4. New Business:

A. Request to Transfer funds from Transportation Capital Outlay 102.541.640 to Road Repair Supplies 102.541.533. (Comm. Schwing)

Commissioner Schwing stated this is a request to move \$4,200.00 from the Transportation Capital Outlay line item to Road Repair Supplies line item.

Commissioner Morin asked if this transfer would affect the fund that Commissioner Monteverde had discussed with the Auditors earlier where he had asked if the funds that had been transferred from the General and Water Funds in the past were restricted or if they could be transferred back.

Commissioner Brennan stated the transfer would be an internal funding transfer in the Road & Bridge Fund and the transferring account effected is not the account designated for the Mastadon Bridge Repair/Replacement.

Commissioner Brenna asked if a survey had been done for this road repair.

Commissioner Schwing made a motion to move \$4,200.00 from Transportation Capital Outlay to Road Repair Supplies. Commissioner Morin seconded for discussion. Motion carried 5-0.

B. Waste Pro (Comm Schwing)

Commissioner Schwing stated her only comment on this topic is that she is disappointed that the Franchise Fees had been forgone and would have liked to have had those funds designated to the Road & Bridge Department.

C. Fitness classes using Community Center (Once it is safe to do so after Covid 19) Comm. Schwing

Commissioner Schwing stated this is a service that she would like to make available for the residents.

Commissioner Morin stated she is very happy to see something like this being offered for the residents, but she does want to caution that the service might not be covered by certain insurances such as Medicaid.

Discussion followed.

The Town Clerk commented stating the Community Center was built with a grant and before any decisions are made the grant contract will need to be reviewed.

Mayor Merritt stated the Community Center has designated weekly days for other community events so before a certain day is advertised for this fitness class to please check with Town Hall to see what day would be available.

5. Dept. Reports by Commissioners:

A. Budget & Finance Comm. Brennan

Commissioner Brennan gave the Revenue Reports for the months of January, February, March and April stating due to the recent events the revenues would more than likely begin to drop so from what is being projected the Department Heads will need to watch their spending.

The Town Clerk commented on the recent vote by the Commission to forego the Franchise Fee from Waste Pro and this would definitely affect the revenues for this next Budget Year.

B. Water Dept. Comm. Monteverde

Commissioner Monteverde stated there are a few things going on with the Water Department and hopefully by next month he will be able to give the Commission a report that shows the water usage, billing, liens etc.

C. Maintenance, R&B Comm. Schwing

Commissioner Schwing gave the reports for the Maintenance and the Road & Bridge Departments.

D. Law/Fire Comm. Webb

Commissioner Webb stated she did not receive the reports for either of the Departments.

E. Land Use/Code Comm. Morin

A. Mayor:

Mayor Merritt stated she has been attending all Federal, State and County meetings remotely, she and the ladies from the Sew and Sews are still making the masks so if anyone is in need of one to please go to Town Hall and get one.

Mayor Merritt commented on the loss of revenue the Town will very likely be experiencing in the upcoming budget year.

B. Commission:

Commissioner Schwing asked Commissioner Morin about the Farm Share Food Give Away and if they can help.

Attorney Fugate stated the only communication that is prohibited between Commissioners is something that will be brought up before the Commission for a vote.

Commissioner Brennan stated he was very pleased with the productiveness of this meeting thanking Commissioner Webb on how well she conducted it.

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

Attested By: Town Clerk

Approved By: Mayor

Transcribed by: Darlene Slattery, Town Clerk