

February 12, 2018

The meeting was called to order at 6:30 p.m. by Councilman Roddenberry with prayer and salute to the flag. In attendance: Roddenberry, McClendon, and McKenzie.

The minutes from the previous meeting were approved as presented by the Clerk. Motion by McKenzie, second by McClendon, passed 3/0.

Chris Cayer; Brooks, Harrison, and Cayer, presented the Council with the results of the 2016/17 audit. Mr. Cayer reported no findings or concerns with the audit. The carried forward balance for the general fund is \$749,684 and for the water fund \$9,399,039. A motion was made by Councilmember McKenzie to accept the audit and carry forward the beginning balances, second by McClendon, passed 3/0.

Richard Fetchick, Community Development Planner, Apalachee Regional Planning Council was present and submitted a Proposal for the Land Development Regulations Update. The fee associated with the project is \$5,000.00. The Councilmembers present decided not to take action until all members were in attendance.

City Clerk, Ashley Schilling, presented an Interlocal Agreement between Wakulla County and the City of Sopchoppy. The purpose of the Agreement is to provide a single interlocal agreement governing the duties and responsibilities of the County and City pertaining to the provision of certain municipal services (i.e., mosquito control, fire, garbage, code enforcement, building codes, EMS).

Vice Mayor, Nathan Lewis, joined the meeting at this time (6:49 p.m.).

A motion to approve the Interlocal Agreement was made by McKenzie, second by McClendon, passed 4/0.

Attorney Dan Cox submitted the revised Personnel Policy and Procedures Manual. The Council elected to take time to review the Manual and hold a workshop to discuss the updates. The workshop will be held Monday, March 5<sup>th</sup>, at 6:30 p.m.

Attorney Cox, working with Clerk Schilling and Public Works Director Tartt, submitted for review an updated Capital Improvement Plan for 2018-2023 and also a projected water operational and general fund needs lists.

Mr. Tartt and Attorney Cox will draft a Letter of Forgiveness to DOT for costs associated with relocating water lines related to the Hwy 319 widening project.

Mr. Cox presented a copy of an ordinance adopted by Liberty County establishing water rates that encourages water conservation. Commissioner Lewis would like an amount on how much it costs to produce 1 gallon/1,000 gallons of water.

Public Works Director, Leonard Tartt, reported the Panacea Area Water System has begun the interconnect.

Mr. Tartt also informed the Council, the City of Tallahassee has replaced their existing SCADA system and has donated 10 of the radios to the City at no cost.

The financial and adjustment reports were approved by signature of the Council.

Clerk Schilling reported on Depot Park. Construction of the music pavilion has been put on hold until after the Worm Gruntin' Festival in April. The lights that were chosen for the Park are backordered until sometime this month, and bids will be going out for the Dickson Street access.

Councilman McClendon would like to consider a minimal camping fee increase and eliminate the boat ramp fee at the City Park. After discussion with staff and Council, the fees will remain the same.

Vice-Mayor Lewis requested to attend the Advanced IEMO class in Tampa, April 27-28. Council approved the request.

With no further business, the meeting adjourned at 7:45 p.m. Motion by Lewis, second by McKenzie.