

**CITY OF FROSTPROOF
CITY COUNCIL
REGULAR MEETING MINUTES
Monday, November 4, 2013**

The City Council of the City of Frostproof held a Regular Meeting Monday, November 4, 2013, in the Council Chambers at Frostproof City Hall, 111 West First Street, Frostproof, Florida.

Call to Order: Mayor Dickinson called the meeting to order at 6:00 p.m.

Invocation: Pastor Moses Anderson of House of Praise Ministries

Pledge of Allegiance: Led by Mayor Dickinson

Roll Call: Melody Walsh, Finance Director called roll. Council Members present: Mayor Anne Dickinson, Vice Mayor Diana Biehl, Council Member Ralph Waters, Council Member Martha Neher

Absent: Council Member Todd Milton

Others Present: City Manager Tenny Croley and Attorney Mark Smith

APPROVAL OF MINUTES:

Mayor Dickinson entertained a motion to approve the minutes from the October 21, 2013, Regular City Council Meeting. A **motion** was made by Council Member Neher, seconded by Vice Mayor Biehl, to approve the minutes of October 21, 2013 Regular City Council Meeting, as presented. The **motion passed unanimously.**

PUBLIC COMMENTS

None

PROCLAMATION

National Hospice and Palliative Care Month – November, 2013

Mayor Dickinson read the Proclamation and presented it to Johnsie McAlister of Good Shepherd Hospice.

OLD BUSINESS

I. Ordinance 2013-06 – Final Reading – Amend Code of Ordinances

Mayor Dickinson read the title of Ordinance 2013-06 for final reading. A **motion** was made by Vice Mayor Biehl, seconded by Council Member Neher, to approve Ordinance 2013-06. There was no discussion on this ordinance. Roll was called and the **motion passed unanimously.**

NEW BUSINESS

II. SWFWMD – Presentation – George Schlutermann

Danny Kushmer of SWFWMD introduced George Schlutermann, who gave an update via a PowerPoint presentation to recap the project and the site selected. Three sites were reviewed and one site was selected and presented, understanding it may also change. The RFQ's from the consultants were received and selection will be November 20th and the oral presentation from consultants will be presented on Dec. 5th with the final selection being made December 20th. During the presentation he provided the timeline and what procedures would occur during each phase. During the discussion the advantages and disadvantages were discussed for future use along with options, including the formation of a regional entity. City Attorney Mark Smith questioned what would be needed to begin this process and was told a five-year agreement for access. It was stated the details have not been completed. SWFWMD stated goals for future water sources and their interest in a regional entity to provide water for Polk County. By consensus the City Council decided not having enough information available to make decisions for the City. SWFWMD stated their current need was approval from the City Council to put together a memorandum for their future review. Both the City Manager and the City Attorney recommended that SWFWMD be allowed to draft a memorandum to be reviewed clarifying some of the current unknown details. SWFWMD also agreed to look at the old Church on the Ridge property as an alternate site.

III. Ordinance 2013-07 – First Reading – Municipal Police Officers' Retirement Fund

Mayor Dickinson stated that John Alexander, Chair of the Municipal Police Officers' Retirement Fund would explain Ordinance 2013-07. He explained the changes including the procedure for investment options and changes to the Internal Revenue Code. He also mentioned the letter confirming no financial impact for the City. Mayor Dickinson read the title of Ordinance 2013-07. A **motion** was made by Vice Mayor Biehl, seconded by Council Member Waters, to approve Ordinance 2013-07 for first reading. The **motion passed unanimously**.

IV. Approval of Minutes-On-Demand Service Agreement

Mayor Dickinson stated this contract would be \$500 this year and possibly more in future years. City Manager Tenny Croley stated it could possibly be more and that she has contacted the City's webmaster on the process for posting minutes to the website. She also pointed out the contract mentioned being governed by the laws of Michigan and not knowing those laws recommended tabling the item until additional information is received. By consensus, the City Council tabled this item.

V. Approval of Quote – The Net House - \$10,620.00

Mayor Dickinson mentioned this was netting for the Sports Complex and City Manager Croley mentioned this was previously discussed this purchase is in conjunction with the County. A **motion** was made by Vice Mayor Biehl, seconded by Council Member Neher, to approve payment of \$10,620.00 to The Net House for the City's portion of the installation of the netting at the Sports Complex. The **motion passed unanimously**.

VI. Approval of Request for Disposition – Trane 10-ton Compressor

Mayor Dickinson stated this request is to dispose of a 10-ton compressor that is no longer in use from the assets of the City. A **motion** was made by Council Member Neher, seconded by Vice Mayor Biehl, to approve the disposition of the Trane 10-ton Compressor. The **motion passed unanimously**.

VII. Approval of Invoice 5517 payable to Fluidyne Corp.

Mayor Dickinson stated an invoice for \$25,000 has been received for materials for the wastewater treatment plant. A **motion** was made by Vice Mayor Biehl, seconded by Council Member Neher, to approve the expenditure of \$25,000.00 to the Fluidyne Corporation, Invoice 5517. The **motion passed unanimously**.

VIII. Approval of Bad Debt Write-Off

Finance Director Melody Walsh explained annually bad debt is written off for accounts that are not collectable and for the fiscal year 2012-2013 the amount is \$8,046.03. During the discussion it was explained when a business is sold the new owner is not responsible for debt of the previous owner. A **motion** was made by Council Member Neher, seconded by Vice Mayor Biehl, to approve the bad debt write off request for the total of \$8,046.03 for fiscal year 2012-2013. The **motion passed unanimously**. It was stated the last three year amounts have been approximately \$9,000.00, \$7,000.00, and \$12,000.00. Finance Director Walsh mentioned this item has not previously been before City Council, but was a recommendation from the CPA.

IX. Approval of Bunting, Tripp & Ingley, LLP Engagement letter

Mayor Dickinson stated approval was needed on the engagement letter from Bunting, Tripp & Ingley to assist staff in the process of closing the City's books and records for year ending September 30, 2013. A **motion** was made by Vice Mayor Biehl, seconded by Council Member Neher, authorizing the City Manager to approve the engagement letter on behalf of the City Council. The **motion passed unanimously**.

X. Approval of Ordinance 2013-08 – First Reading, Revised Budget for Fiscal Year October 1, 2012 to September 30, 2013

Mayor Dickinson read the title of Ordinance 2013-08 for first reading and Finance Director Melody Walsh explained the revision of the budget for fiscal year 2012-2013. She explained 'Exhibit A' needs City Council approval and will be attached to Ordinance 2013-08. She also reviewed the original budget as approved during the budget process plus detailed backup for the changes being made to the budget. She explained some departments were over budget and explained the details in the changes to the General Fund and Enterprise Funds. The total revised budget increased by \$93,680.00 with the final budget being \$12,389,410.00. A **motion** was made by Vice Mayor Biehl, seconded by Council Member Neher, to approve Ordinance 2013-08. The **motion passed unanimously**.

XI. Public Comments

No comments

XII. Sheriff's Office Report

Sgt. Parker gave the Sheriff's Department report from October 21, 2013 through November 3, 2013, which included 32 traffic stops with 2 citations written. He also provided the details of 2 burglaries and 1 arrest.

XIII. City Attorney Comments

None

XIV. City Manager Comments

City Manager Tenny Croley announced a free community fitness boot-camp sponsored by Anytime Fitness on one Saturday a month. She mentioned that Polk County has one of the highest obesity rates in the State. The first event will be November 23rd at 10 a.m. at Wall Street Park. By consensus, City Council approved use of the park for this event

She also announced that employee John Stanton's father passed away and food was taken to the home with expressed condolences.

XV. City Council Comments

Council Member Waters mentioned his workouts with Anytime Fitness since they opened. He also mentioned Congressman Tom Rooney's visit at the Community Room in City Hall on November 7th at 3 p.m. Estelle Sullivan is coordinating this event.

Vice Mayor Biehl recognized Council Member Martha Neher for her work and leadership for the 39-mile Yard Sale this year. She also thanked the city's staff for their support and announced that it was very successful.

Mayor Dickinson mentioned 3 people approached her during the 39-Mile Yard Sale and stated how pleased they were with the City. She also read a letter of thanks for hosting a blood drive on October 14th.

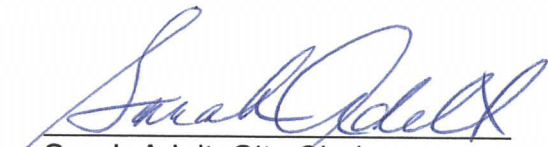
XVI. Upcoming Meetings

November 18, 2013 – 6:00 p.m. – Regular City Council Meeting

XVII. Adjourn

Mayor Dickinson adjourned the meeting at 8:22 p.m.

Minutes approved on the 18th day of NOVEMBER, 2013.



Sarah Adelt, City Clerk



Anne W. Dickinson, Mayor

Ref. F.S. 286: If an individual decides to appeal any decision made by the City Council in respect to this meeting, a record of the proceeding will be required. The individual should make provisions for a verbatim record of the proceedings to be made. Persons with disabilities needing special accommodations to participate in this proceeding should contact the City Clerk not later than one day prior to this meeting.