

**CITY OF FROSTPROOF  
CITY COUNCIL  
REGULAR MEETING MINUTES  
Monday, November 18, 2013**

The City Council of the City of Frostproof held a Regular Meeting Monday, November 18, 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 Michael Arms of the Southside Baptist Church

**Pledge of Allegiance:** Led by Mayor Dickinson

**Roll Call:** City Clerk Sarah Adelt called roll. Council Members present: Mayor Anne Dickinson, Vice Mayor Diana Biehl, Council Member Martha Neher and Council Member Todd Milton

Absent: Council Member Ralph Waters

**Others Present:** City Manager Tenny Croley, Attorney Mark Smith and Sgt. Steve Parker of the Polk County Sheriff's Office

**APPROVAL OF MINUTES:**

Mayor Dickinson entertained a motion to approve the minutes from the November 4, 2013, Regular City Council Meeting. A **motion** was made by Council Member Neher, seconded by Council Member Milton, to approve the minutes of the November 4, 2013 Regular City Council Meeting, as presented. The **motion passed unanimously**.

**PUBLIC COMMENTS**

None

**OLD BUSINESS**

**I. Ordinance 2013-07 – Final Reading – Amend Code of Ordinances-Police Officers' Retirement Fund**

Mayor Dickinson read the title of Ordinance 2013-07 for final reading. A **motion** was made by Vice Mayor Biehl, seconded by Council Member Neher, to approve Ordinance 2013-07. Mayor Dickinson opened the public hearing and hearing no comments, closed the hearing. There was no discussion on this ordinance. Roll was called and the **motion passed unanimously**.

**II. Ordinance 2013-08 – Final Reading – Adoption of Revised Budget FY 2012-2013**

Mayor Dickinson read the title of Ordinance 2013-08 for final reading. A **motion** was made by Vice Mayor Biehl, seconded by Council Member Neher, to approve Ordinance 2013-08. Mayor Dickinson opened the public hearing and hearing no comments, closed the hearing. It was mentioned this was a cleanup of the previous year's budget. Roll was called and the **motion passed unanimously**.

### III. Fort Meade and Frostproof Relay for Life – Thelma Chambers, Sponsorship Chairman

Thelma Chambers, Sponsorship Chairman for the combined Relay for Life event to be held on April 4 and 5, 2014 at Fort Meade Middle Senior High School, requested sponsorship from the City of Frostproof. She provided details of some of the fundraising activities and offered to support activities in Frostproof. She also stated she would be very willing to work with a person in the Frostproof area to gain additional sponsorship and requested any names known. She mentioned it may be possible to alternate the sites between the two cities in future years. She stated there are three Frostproof teams registered and several businesses have become sponsors.

Mayor Dickinson also introduced and welcomed Council Member Barbara Manley from the City of Fort Meade.

### IV. Resolution 2013-20 – Building Permit Fees

City Manager Tenny Croley explained the building permit fees have remained unchanged since 2006 and the City's contracted Lake Wales Building Official Clifton Smith was present to explain the proposed changes. Mr. Smith detailed the City's current building fees are cumbersome and difficult for staff to determine the charges, but with the proposed fees closely mirroring Lake Wales, these problems will diminish. He also explained with the annual Consumer Price Index increase the fees will remain current. During the discussion several examples were explained including how the charges are figured for a new home and renovation to a home. There was also a discussion on the automatic increase utilizing the CPI, including objections, advantages, and placing a cap on this type of increase. Mayor Dickinson read the title of Resolution 2013-20 into the record. A **motion** was made by Vice Mayor Biehl, seconded by Council Member Neher, to approve Resolution 2013-20, amending Item 3 to insert the word "decreased", allowing the fees to be increased/decreased by the CPI rate. During the discussion the procedure to apply the fees was explained. **The motion was passed 3-1, with one dissenting vote by Mayor Dickinson.**

### V. Approval of Pay Request 8 – RJ Sullivan Corp – WWTP Expansion- \$99,725.95

Mayor Dickinson explained the receipt of Pay Request 8 to RJ Sullivan Corp in the amount of \$99,725.95 for work on the WWTP expansion project. A **motion** was made by Council Member Neher, seconded by Council Member Milton, to approve payment of \$99,725.95 to RJ Sullivan for work completed on the WWTP expansion project. **The motion passed unanimously.**

### VI. Fire Department FireTruck Bids

City Manager Tenny Croley stated only one bid was received for the fire truck, which was from Frostproof Auto Recycling for \$1,251.00. She explained the City Council can either accept or reject this bid. A **motion** was made by Council Member Neher, seconded by Vice Mayor Biehl, to accept the bid from Frostproof Auto Recycling for \$1,251. During the discussion it was questioned if the advertising should be expanded. The City Manager stated the cost of an ad in a fire magazine would be approximately \$150 and Fire Chief Cofer stated he only expected \$800 for the equipment. **The motion passed unanimously.**

## **VII. Public Comments**

Tom Devault, owner of Big Dawg Deli, addressed the City Council about signs being allowed for businesses. City Manager Tenny Croley explained that she had met with Tom regarding his business signs and pointed out that several were not allowed, but the only sign he was required to remove was located on a utility pole. She mentioned the difficulties that new businesses have in advertising their location since there is not a daily newspaper. During the discussion it was agreed that all businesses should be treated alike and that it would be best to have a workshop for this item with input from Central Florida Regional Planning Council and businesses to amend the Land Development Code.

## **VIII. Department Head Reports**

City Manager Tenny Croley reported for all the department heads, which included:  
Building Department – issued 15 permits during October, 2013 for \$7,433.52, which included a new home and the renovations at McDonald's.

Fire Department – responded to 25 calls in the City and 28 in the County

Code Enforcement – issued 17 letters for high grass and 2 vehicles without tags, plus the demolition of 548 Palm.

Library – FY 2012-2013 ended with 39,259 books and materials being checked out and a total of 27,963 people using the library. The computers were also used 6,892 times. For the month of October there were 3,929 items checked out by 2,033 users and the computers were used 591 times. The preschool P.A.L.S. program began with an average of 18 children. There was also a quilt group started with 14 participants last week. Also, on December 12<sup>th</sup> the Friends of the Library will have a dedication of trees for George Jackson and Judy Clare Johnston at 5:15 p.m. and the holiday open house will begin at 6:15 p.m.

City Manager Croley also mentioned Fire Chief Cofer has requested the difference in the money budgeted for the fire department and the actual money spent be retained in a special reserve account for a new fire truck. This is funding received from the County for outside protection area, which is the fire department's budget. Mayor Dickinson mentioned that a comment had been made to her that it may be in the best interest of Frostproof to approach the County to see if they will manage the fire department since there has been such good luck with the management of law enforcement. Vice Mayor Biehl mentioned that a current part-time firefighter took a different position. She pointed out from her previous experiences that it can work for you or against you depending on the contract and control of the equipment. City Manager Croley stated the County would provide trained employees and equipment with 24-hour coverage. She compared it to the difficulty of keeping the current volunteers trained and responding to calls, plus having the fire station open only 8 a.m. to 5 p.m., Monday through Friday. The City would then have no liability. She mentioned the disadvantage is the residents would pay a fee, which is currently \$168, on their property taxes. It was decided by consensus that a workshop should be conducted for further discussion on this topic.

The City Manager also mentioned City Hall will be closed November 28<sup>th</sup> and 29<sup>th</sup> for the Thanksgiving holiday.

**IX. Sheriff's Office Report**

Sgt. Parker gave the Sheriff's Department report from November 4, 2013 through November 17, 2013, which included 42 traffic stops with 2 citations written. He also provided the details of 4 arrests.

**X. City Attorney Comments**

None

**XI. City Manager Comments**

No additional comments

**XII. City Council Comments**

Council Member Milton mentioned the tennis court lights being on again during the night. The City Manager stated she would have Public Works check on it as it may need a different timer.

Council Member Neher thanked the Sheriff's Department for their building checks.

Mayor Dickinson stated the next meeting would be December 2, 2013.

**XIII. Upcoming Meetings**

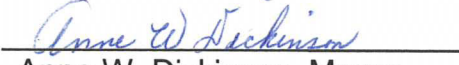
December 2, 2013 – 6:00 p.m. – Regular City Council Meeting

**XIV. Adjourn**

Mayor Dickinson adjourned the meeting at 7:16 p.m.

Minutes approved on the 16<sup>th</sup> day of DECEMBER, 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.