



AGENDA MINUTES
McIntosh Town Council Meeting,
Civic Center 5835 Avenue F
October 14, 2021, at 7:00pm

*****Notice to Meeting Attendee*****
As a courtesy to others, please ensure cell phones are turned off during meeting
Welcome to the Town of McIntosh Town Council meeting.

CALL TO ORDER

The meeting was called to order by President Callahan at 7:00 p.m.

INVOCATION AND PLEDGE

ROLL CALL (P = Present, A=Absent)

President Callahan	P
Vice President Ciotti	P
Mayor Roddy	P
Councilor Jones	P
Councilor Naworensky	P
Councilor Sindledecker	P

I. **PRESENTATIONS**

II. **MINUTES**

- 1) July 8, 2021
- 2) September 8, 2021
- 3) September 9, 2021
- 4) September 28, 2021

Motion by Cllr Ciotti to approve the 4 sets of minutes. Seconded by Cllr Jones.
Seeing no Discussion, President Callhan called the vote
Motion Carried 5 - 0.

III. **FINANCIALS**

- 1) September 2021 Expenditures

Town Manager Rickman advised Council that the financials reflect the last month of the Fiscal Year 2020-2021. She noted that it is a work in progress in aligning the Chart of Accounts with the newly adopted budget, with a new reporting format anticipated at the next meeting.

Motion by Cllr Jones to approve September 2021 Expenditures; Seconded by Cllr Ciotti. Cllr Jones asked suggested the new reports will include a balance sheet and profit and loss and Ms. Rickman affirmed the request. Cllr Sindledecker added that as we are moving toward having the budget to actuals this year, that next year we will have beginning with next October comparison of years, with similar information, i.e., looking at the current month to same month in last year and year to date as an expectation. President Callhan called the vote. Motion carried 5-0.

IV. CITIZEN COMMENT - AGENDA ITEMS AND GENERAL ITEMS

Holger – Minutes – requested to be added to the agenda as “draft” minutes, stating council had passed years ago.

The recommendation by the Town Manager is not posting the “draft” minutes, while it is a public document, it is not an official document until council has approved the minutes. She stated it takes a considerable amount of time, along with issues we’re currently having with the website not retaining information as notices are posted. Vice President Ciotti asked Holger if he still records the meeting and Holger responded yes; Vice President Ciotti also asked if the video is available soon after the meeting? Holger responded yes. Cllr Sindledecker commented that she understood that somebody might want to make sure they are truly represented and looking at the reasons why we might do it versus reasons why we might not. She asked the question that assuming we approve the minutes, and a citizen came back and said they looked at the video and this is not exactly what was said, and would like it amended, is there a process or are we set once we approve the minutes? Rickman stated that with that scenario, the minutes reflect council’s business that is ongoing in the council meeting but that’s the purpose of the minutes is the council’s business at hand during the meeting. Citizens that get up to speak are basically making comment or asking questions which given the names, if folks will provide their name, and especially this point not knowing everyone, then yes, they would be accurately reflected if they made a comment. The question was, if that was the case, we would be using the record and if it was determined that there was an error in the minutes, we would bring them back for a new motion to approve the revised minutes; Cllr Sindledecker stated hypothetically if someone stated I am not in favor of and because of the original listening of the notes, we said they were in favor which would need correction, is there a way to amend it? Rickman responded with yes, we can if it’s proven on the recording.

Cllr Ciotti stated he was not in favor of rushing through this; we are here in a public meeting once a month, draft minutes are just that, and until council approves it, there is no need to broadcast it. We have gotten into reading a novel every meeting rather than a recap of minutes, resolutions, financials, things that are permanent in nature, and most other things you won’t remember next month. He felt it was a lot of work for a clerk to add. Holger interjected that it was written in a week after the council meeting back in the day and it takes a minute to put

them on the website and felt our residents are smart enough to see that this is not a final version but have a chance to read what is going on. He further reminded that he served on city councils for more than 50 years in Germany and the minutes were read at the end of the meeting and were done. He added waiting a month is not okay. He reminded council this was discussed three years ago, and council agreed to put them on the website. Rickman stated that the draft can be made as a request if anyone was interested in seeing them. Cllr Jones asked if they were not at a meeting and do not have Facebook, you may be bombarded with multiple requests and did not see it as a problem to put it on as a draft and when it's voted on, you change it to approved minutes. It may be a problem with our website right now and if that's the case could crash it. Rickman stated it is one opinion, but it is time consuming with a lot of things going. Cllr Jones asked is it not just a document upload. Rickman responded it is a little more than that. Cllr Sindledecker started to provide an example. Cllr Ciotti asked if a motion could be considered for ad nauseum? Cllr Sindledecker stated she was just going to give a real-life example. Cllr Ciotti stated a citizen's comment must be accurate upon; we don't have to act on it but if we are going to consider it; Cllr Sindledecker continued making a motion to wait six months and revisit the posting of draft minute, and in the meantime, we look at the website problems and that we also give our new Town Manager who has only been here six weeks' time to manage this process. Motion dies for lack of a second.

Cllr Sindledecker provided an example recently regarding Cllr Naworensky having a different opinion from the minutes written on July 8th and asked they be reviewed. In draft, it said one meaning, and when it was reviewed and written exactly what was said, it was a summary, and it changed the tone of what was said, which gave the Councilor the opportunity to refute what was written and she felt it was not appropriate to put out as draft until after it had been reviewed and looked at, compared to the recording, and withdrew her earlier comment.

V. COMMITTEE UPDATES

1) Historic Preservation Board – Melinda Downing

Melinda Downing offered a comment regarding Item 8.3 - Scout Project. Project will need an approved Historic COA before completing project.

Minutes were summarized advising Council the Historic Board met the previous night with two COA applications 1) 5750 Avenue H, Gerhart Application for re-roofing with metal roof, matching the existing roof, galvanized. It was approved. 2) COA for 5735 Avenue G, for Mayor Marshall Roddy with the application as incomplete and has been notified what is needed to complete the application. They will revisit his application at the next meeting. She mentioned that Town Manager Rickman had requested a change of meeting dates to the first Wednesday of each month, beginning in November to allow committee minutes be added to council's agenda each month.

Cllr Jones asked what was "complete clarification to demolish and by neglect" which Ms. Downing responded that the committee is not finished with that. Demolition by neglect is covered under our Code, it's spread out and they are trying to get the clarification of what it means and push it all under Historic Board. She continued that it is a longer process and how the wording is in other ordinances, if within our Muni Code and looking at all of them together and

try to condense them so it is clearly defined. She added that they hope to be able to clarify it a little better.

2) Tree Preservation Committee – Dennis Devore (Documentation Included)

Mr. Devore Summarized meeting of September 30, 2021, approving Richard Dickey’s permit application at 5939 Avenue H. A cabbage palm was removed and became a separate permit request. The one permit having two trees near his garage was approved and the one in the far corner of his property was approved also. He further advised that Mr. Dickey agreed to replant three Live Oaks on his property. He continued that a phone call was made with the approval and left a message for a call back. Following up later, he has not received a call back from Mr. Dickey. He added that during the meeting a discussion regarding people volunteering for the committee had decided not to speak to what some residents that have approached to be on the committee with what was said at this time. There was a nomination for the committee that was turned into the office. He announced their next meeting on November 1, 2021. Cllr Sindledecker noted a discrepancy in the address between the minutes and the application and Dennis noted the correction will be made in the minutes, that the minutes are draft and will be voted at first Thursday meeting in November at 7:00 p.m. which is the standard meeting each month.

VI. PUBLIC HEARING

- 1) Request to Continue Public Hearing to next Council meeting, for Consideration and First Reading of Ordinance Regarding Tree Preservation

Rickman made the request to continue to fully satisfy the provisions of the Ordinance, more time is needed to develop.

Motion to Continue by Cllr Naworensky, seconded by Cllr Jones.
Motion Carries 5-0

VII. CONSENT ITEMS - NONE

VIII. ITEMS FOR CONSIDERATION – TOWN MANAGER

Updates:

a. Tree City USA Application Submission

Rickman advised the Tree City USA application has been approved at the State Level and pending final review by Arbor Day Foundation. None of the Florida applications have been approved to date nationally, but they expect they will start being fully approved in the next couple of weeks and that materials will be shipped to us late next month. Cllr Ciotti asked that Tree USA information was originally in the initial Ordinance, is it necessary to have it in the Ordinance. Rickman stated it is not required in the Ordinance, it is a certification, not a requirement as part of the Ordinance. It is an annual certification. Cllr Jones asked do they back date the Certification and Rickman responded that it is a new application.

b. Applications for Committee Appointments

Rickman presented a revised application form, with vacancies in Code Enforcement, (one (1) year term, vacancy expiring 12/21) Historic Preservation (one (1) year term vacancy expiring 12/21) and Tree Preservation Committee (2 vacancies: 1 yr. term and 2 yr. term). Rickman requested approval to notice/advertise the vacancies for approximately two weeks and bring the applicant ballot form for approval by council at the November meeting.

Cllr Ciotti addressed qualifications for each member appointment. The requirement of an applicant must be a resident of the Town of McIntosh, including physical address and mailing address. Cllr Ciotti added the criteria that applicant lives in the Town of McIntosh should be clarified. Dennis Devore commented regarding nonresidents were able to serve on the committee in the past, approved by council, but could not vote, as a result of going outside the city limits for experts on the subject matter.

c. Legislative Delegation Meeting

Rickman updated council of the attendance by she and President Callahan to the Legislative Delegation Meeting on October 7, 2021, their meetings with Rep. Yvonne Hinson, and Senator Keith Perry. The appropriation request for \$500,000 for the new Town Hall construction project was received by all. Completing and submitting the House and Senate Appropriation forms is the next step and will be completed within the following week. The deadline for submission is the end of October. President Callahan stated the legislative members were very supported, and to stay on top of it, being the squeaky wheel.

Cllr Ciotti suggested that once the festival is over for council to have another workshop on the new building and Rickman suggested that once legislative session begins in January, and prior to end of session, there is time to discuss further. There may be the opportunity to travel to Tallahassee, as the “squeaky wheel” to keep the appropriation request on their radar.

1) American Rescue Plan Act (ARPA) Funding

Rickman updated council and summarized the eligible expenditures as noted in agenda packet, Items 1-4. The term of the agreement will expire on December 31, 2024. A workshop will be scheduled with dates to bring at the November meeting for a workshop possibly in January to allow further research and gather information prior to the workshop.

2) 1890's Festival – Three Requests: 1) Scott Mullikin - Friends of McIntosh:

Request Approval to Close the Park at 5:00 pm., November 5, 2021, in preparation of the 1890's Festival scheduled on Saturday, November 6, 2021; **2) Request for Approval to allow Church Youth Group to Utilize Town Hall Property for Parking during the 1890's Festival;** and **3) Request from McIntosh Area Charter School to Utilize Town**

Property (in front of school) for Parking of Attendees at the 1890's Festival on Saturday, November 6, 2021

Scott Millikin advised the correction to close the park at 8:00 pm., not 5:00 pm. An MCSO private detail has been hired and patrolling will begin from 8:00 p.m. to 5:00 a.m., towards preventing any vandalism.

For Item 2, clarification of Evinston and McIntosh Presbyterian Churches for parking cars.

Motion by Cllr Jones to approve all three requests for activities involving the Festival; Seconded by Cllr Sindledecker and commented that this is a reoccurring request, praising the youth and Friends of McIntosh for a fabulous job, in organizing and cleaning up after the event.

Seeing no further discussion, President Callahan called the vote. Motion Carried 5-0.

3) Request Approval of Scout Liam Gallagher's Van Ness Health Trail Project

Liam Gallagher was in the audience and spoke of the Trail Project. In his request to trim a tree or bush, he has spoken to Jason Perry. Cllr Sindledecker advised him to apply for the COA Historic application for the project approval.

Cllr Ciotti stated the Municipal Code regarding signs on government property. Melinda Downing added the requirement for COA, site plan and materials list. Cllr Ciotti disagreed and stated that signs on government use property must be approved by Council. Cllr Naworensky commented that we should see what the signs look like before it is approved.

Cllr Sindledecker suggested to applicant to go through the process with Historic Board for November meeting, and once they have it approved, it can be addressed at the November council meeting. He should talk with Melinda Downing so there is no delay in completing the project. Completion date is anticipated for January 2022.

4) Request Approval to Reschedule Town Council Meeting either on Wednesday, November 10, 2021, Tuesday, November 16, 2021, or Thursday, November 18, 2021, due to Veterans Holiday (November 11)

Motion by Cllr Jones to approve rescheduling the town council meeting to Tuesday, November 16, 2021, at 7:00 p.m., Seconded by Cllr Sindledecker.

Seeing no further discussion, President Callahan called the vote. Motion carried 5-0

5) Notice of Funding Availability (NOFA) for the Hazard Mitigation Grant Program (HMGPP for COVID-19 Pandemic)

Rickman advised this as a notice of grant opportunity allowing the town to purchase items for the prevention of storm related or natural disasters. The Grant requires a 25% match. Deadline is due December 21, 2021.

Cllr Jones asked for a basic inventory of equipment to bring back at the November meeting with recommendations to apply for the grant. Cllr Sindledecker recalled back several meetings ago regarding a generator for the Town Hall, folks could charge the phones in the event electric power is out.

IX. **MAYOR COMMENTS**

Mayor Roddy attended a Broadband conference and recommended residents to attend the town's vision meetings which are important for the town. There will be more meetings in the future, particularly in Orlando and Jacksonville. Fiber Optic is what is being discussed right now, very reliable with innovative technology. The meetings he attended are for the elected officials.

X. **COUNCIL COMMENTS**

Cllr Sindledecker gave accolades to the Friends of McIntosh for the planning of the 1890's festival and encouraged everyone to invite their friends.

Cllr Naworensky, along with Cllr Sindledecker and Cllr Jones attended the FL League of Cities Institute for Elected Municipal Officers conference and was very informative.

Cllr Jones reiterated about the Friend of McIntosh Festival, and conference she attended, learning lots of information at the conference. She commended Ms. Rickman for going through the legislative process, which may be the very first time it has occurred for the Town and is a very good start at looking at alternate revenue streams.

XI. **CITIZEN COMMENTS – GENERAL**

Scot Millikin – regarding streaming of meetings and couldn't hear previous meetings, and the volume is very low and asked to look into it.

Melinda Downing spoke of the festival and asked about the passes available if we could post notice of available passes. Cllr Sindledecker advised notices are posted in various areas. Visitors will also need a pass. If folks have friends/family at their homes during the event, they will also need a pass.

Barbra Feldman stated a few months ago that we are trying to preserve the trees across from the town hall and asked for the status if the trees are going to be trimmed prior to the festival, and whether there is an arborist looking into it in protecting the trees.

Dennis Devore asked about an application for the tree committee where it was submitted and asked if it was submitted. Rickman advised that all applications will be brought to the November meeting. He also mentioned the tree ordinance of which he and Ms. Rickman will meet and discuss with the preparation of the proposed ordinance.

Cheryl Wallace spoke of the passes she picked up at the Town Hall and she was advised by Cllr Sindledecker that because she lives on the other side of U.S. 441, that she does not need a pass.

Cllr Ciotti commented that the passes are not for traveling through the streets, rather than just to park inside as the streets will be closed off. The Sheriff will close the streets at 7:00 a.m. Saturday morning.

Meeting adjourned at 8:04 pm