

MARIANNA CITY COMMISSION
REGULAR MEETING
JANUARY 2, 2018
6:00 P.M.

The Marianna City Commission met on the above date and time for a regular meeting. Mayor Hamilton called the meeting to order. City Clerk, Kimberly J. Applewhite, called the rolled. Members present were: Mayor Kenneth Hamilton, Travis Ephriam, Allen Ward, II and Rico Williams. Commissioner John Roberts arrived late.

Mayor Hamilton gave the invocation and led the Pledge of Allegiance.

Upon a motion by Commissioner Ephriam, with a second by Commissioner Ward, the Commission voted 4 to 0 to adopt the agenda with the following additions –

- 10-H 4th Street Parking lot Change Order #1
- 13-D Marianna Health & Rehabilitation Shift Differential Pay

At this time Mayor Hamilton opened the public forum. Members of the audience were given an opportunity to address the Commission on any subject not on the agenda.

Mr. Terry Cobart of 4064 McCrary Drive addressed the Commission regarding dogs within the City limits. Mr. Cobart was bitten by a neighbor's dog and is concerned about the safety of his neighborhood. City police officers have no authority under the current ordinance to seize a dog. Chief Baggett stated there is a process that the City's Animal Control Officer must follow before an animal can be seized. City residents need to report incidents involving threatening dogs or dog bites to the animal control officer so that he is aware of any problems with a particular dog. Mr. Cobart presented a copy of the City of Chipley's dog ordinance to City staff. City staff will look into the matter.

Melinda Gay, administrator of the Marianna Health and Rehabilitation Center, appeared before the Commission to give an update on the Marianna Health and Rehabilitation Center. The census for November 2017 was 86.3%. The Center has been asked by Blue Cross/Blue Shield to complete the necessary paperwork to be considered to become a Medicare provider for their clients. So far, there has been no positive response from Humana or United Health on the Center being able to accept their insurance.

At this time Mayor Hamilton recognized the following employees for their years of service to the City:

Glenn Harrison	10 years	Marianna Health and Rehabilitation Center
Angela Craig	10 years	Marianna Health and Rehabilitation Center
Carrie Rickman	10 years	Marianna Health and Rehabilitation Center

Paul Donofro, Jr., of Donofro Architects gave a presentation on the Historic First National Bank Building. The City was awarded a \$50,000 grant. Mr. Donofro estimates the

improvements to the north and west façade will cost \$55,000 including planning fees. He is seeking approval to move forward with bidding.

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to authorize staff to move forward with bidding.

City Manager, Jim Dean, read proposed Ordinance #1063 by title:

AN ORDINANCE OF THE CITY OF MARIANNA, FLORIDA AMENDING THE LAND DEVELOPMENT CODE OF THE CITY OF MARIANNA CODE, DEALING WITH FUNCTIONAL CLASSIFICATIONS OF ROADWAYS; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

This was the second reading. There were no comments from the public.

Upon a motion by Commissioner Roberts, with a second by Commissioner Ward, the Commission voted unanimously to adopt proposed Ordinance No. 1063, Amending Section 4-6.3 Land Development Code.

City Manager, Jim Dean, read proposed Ordinance No. 1064 by title:

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN OF THE CITY OF MARIANNA, FLORIDA TO UPDATE THE CAPITAL IMPROVEMENTS ELEMENT; PROVIDING FOR SEVERABILITY AND FOR REPEALER; PROVIDING FOR AN EFFECTIVE DATE.

This was the second reading. There were no comments from the public.

Upon a motion by Commissioner Ephriam, with a second by Commissioner Williams, the Commission voted unanimously to adopt proposed Ordinance #1064, Amending the City of Marianna Comprehensive Plan Capital Improvements Element.

The Wright Foundation is applying for funding from the FHFC to construct rental housing (duplex) on lots owned by the City, which the City acquired through foreclosure. These properties were nuisance properties the City cleaned up. In order to receive priority funding and extra points on their application, the Wright Foundation would have to have bought the City lots for \$10 or less. To assist with affordable housing in the City, it is recommended to sell 3 lots to the Wright Foundation for \$10 each. The sale agreement would be subject to FHFC funding. If the Wright Foundation is not successful in receiving funding from FHFC, the lots will revert back to the City or the Foundation can purchase them based on the existing agreement between the City and the Wright Foundation.

Upon a motion by Commissioner Ephriam, with a second by Commissioner Ward, the Commission voted unanimously to sell 3 lots to the Wright Foundation for \$10 each. The sale agreement would be subject to FHFC funding and if the Wright Foundation is not successful in

receiving funding from FHFC the lots will revert back to the City or the Foundation can purchase them based on the existing agreement between the City and the Wright Foundation.

The City of Marianna was selected to receive funding for design of its proposed solar plant at its Wastewater Treatment Facility and the Spray Field. The City will have to produce an application and funding request along with all associated documents for the SRF grant and loan, as well as have an engineer to perform design work. The Commission authorized staff to conduct an RFQ and appointed persons to review and rank RFQ's, which has been done. Committee review RFQ's and have been ranked according to score:

#1	David H. Melvin, Inc.	1585
#2	Mott MacDonald	1577.5
#3	AE COMM	1360
#4	Genesis	1137.5

It is recommended to negotiate with engineers in the order of ranking above to procure services to assist with SRF process and perform design services for the project.

Upon a motion by Commissioner Ephriam, with a second by Commissioner Roberts, the Commission voted unanimously to authorize staff to negotiate with engineers in the order of ranking above to procure services to assist with SRF process and perform design services for the project.

A cost estimate has been obtained in order to reconstruct the alleyway located behind the Chipola Nursing Pavilion (which runs between 4th Street and 6th Street). The City has agreed to pave the alleyway as part of acquiring access to the new 4th Street Parking Lot. Jackson Hospital has agreed to pay half of the cost of the project. City funds will be taken from the restricted discretionary road tax fund.

Scope of work includes excavating the existing alleyway, placement of 8 inch lime-rock base, finished off with placement of 1.5 inches of SP-9.5 asphalt. An estimate was obtained from Baxter's Asphalt & Concrete, Inc., in the amount of \$27,162.00. Staff attempted to but was unable to obtain an estimate from BKW, Inc.

Upon a motion by Commissioner Roberts, with a second by Commissioner Ward, the Commission voted unanimously to allow Baxter's Asphalt & Concrete, Inc., to proceed with paving project in an amount not to exceed \$27,162.00.

The City of Marianna has a fire protection inter-local agreement with Jackson County. The agreement needs to be renewed for the 2017-2018 term.

Upon a motion by Commissioner Roberts, with a second by Commissioner Ephriam, the Commission voted unanimously to renew the Fire Protection Inter-local Agreement between the City of Marianna and Jackson County for the 2017-2018 term.

The Marianna Fire Department is requesting permission to give and release Marianna Fire-Rescue Surplus 1995 extrication tools to any surrounding Jackson County Volunteer Fire

Department who are interested and request the extrication tools with proper documentation. Each Volunteer Fire Department will draft a letter requesting the surplus extrication tools and releasing the City of Marianna and Marianna Fire – Rescue from any and all liabilities in receipt of the surplus extrication tools. The following surplus tools available are:

Hurst Cutters – 1995 – Serial # 127509
Hurst Spreaders – 1995 – Model#JL-32B – Serial # 44-r-0075
Hurst Ram – 1995 – Serial#9277

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to approve the request and release Marianna Fire – Rescue surplus 1995 extrication tools to any surrounding Jackson County Volunteer Fire Department who are interested and request extrication tools with proper documentation.

Commissioner Roberts would like to put on the agenda for the March 2018 meeting an item regarding working with Jackson County on responding to EMS calls outside the 5 mile radius of the City.

Over a year ago the City of Marianna seal coated the parking lot at the MERE in hopes it would allow the City to get about 5 more years of usage out of it. The Jackson County School Board has solicited bids to mill and pave the parking lot at the Marianna High School football field. Staff asked the successful bidder, Baxter’s Asphalt, to give the City a bid to mill and pave the MERE parking lot at the same time and they provided 2 options:

1. Mill and pave \$110,996
2. Overlay \$87,868

The seal coat done a year ago was just a temporary patch for a few years, ultimately knowing the parking lot would have to be resurfaced. By taking advantage of rehabbing the MERE parking lot at the same time JCSB does the High School parking lot, it would save on construction inflation cost and mobilization cost. Funding the project would come from General Fund reserves.

Recreation Director, Clay Wells, was present to answer questions. Commissioner Roberts feels the money could be better spent on other areas, such as additional lighting for ball fields. He would like to pass on the parking lot at this time and look at next year’s budget.

Upon a motion by Commissioner Ephriam, with a second by Commissioner Roberts, the Commission voted 4 to 1, to deny the request to pave the parking lot at this time and budget over several years to pave in the future. Commissioner Rico Williams was opposed to the motion.

The City of Marianna received bids for the Chipola College Storm Water project and all bids came in over the amount of the available funds (\$917,000) for the project. After review of the bids the project engineer, David H. Melvin, Inc., is recommending to negotiate with the low bidder to value engineer the project and attempt to receive additional funds from FEMA. The city attorney has been advised of the engineer’s recommendation and has determined there is no technical reason this cannot be done. It is recommended to reject all bids and negotiate with the

low bidder to determine if the project can be value engineered within the amount of the funds available and that there are adequate contingency funds available. The bids were as follows:

Gulf Coast Utility Contractors, LLC	\$1,745,137.50
Anderson Columbia, Inc.	\$1,799,812.00
North Florida Construction	\$1,965,471.00
Blankenship Contractors, Inc.	\$2,553,273.00
BCL Civil Contractors	No Bid
GAC Contractors, Inc.	No Bid
C-Miles Construction, Inc.	No Bid
Southern Rock and Lime, Inc.	No Bid

Upon a motion by Commissioner Ephriam, with a second by Commissioner Roberts, the Commission voted unanimously to reject the bids and authorize the engineer and staff to negotiate with the low bidder Gulf Coast Utility Contractors, LLC in an attempt to do the project with the available funds of \$917,000.

The final completion date for the 4th Street Parking Lot project was late December and the contractor is requesting additional time based on weather and material change. The City's engineer has reviewed the request and is recommending the 33 additional days to complete the project due to weather and the changes in material, subject to the USDA Rural Development review and approval.

Upon a motion by Commissioner Roberts, with a second by Commissioner Ephriam, the Commission voted unanimously to adopt Change Order #1 of the 4th Street Parking Lot project adding an additional 33 days to the project subject to approval by USDA Rural Development.

Commissioner Ephriam asked if Meno Enterprises had satisfied the requirements of the grants that the City had obtain. City Manager advised that the paperwork has been submitted to the Department of Economic Development and the grant will be closed upon their approval. Meno currently has 115 employees and hopes to double that number by next year.

The City of Marianna for over 5 years has been planning and working towards the construction of a new Public Safety Administration Complex. The original plan was to construct a new fire and administration building and put the Marianna Police Department in the Peel Building. The plan was modified to construct a new fire and police building and put administration in the Peel Building. The City received funding from the State of Florida to complete site planning and develop plans, specs, contracts and selective demolition, which funds have to be spent by June 30, 2018. The Suntrust Building on Hwy 90 has been vacated and offered for sale to the City for \$725,000, to be paid over 3 installments. The City Manager is asking for guidance from the Commission.

Upon a motion by Commissioner Ephriam, with a second by Commissioner Roberts, the Commission voted unanimously to accept the offer to purchase the Suntrust Building for \$725,000 over a period of 5 years, interest free.

The engineers that are developing plans for the Airport Self Service Fuel and Master Plan have the plans 90% completed and would like the consensus of the Commission if the plans are acceptable. The Commission gave their consensus that the plans were fine.

Sky Warrior would like to lease the equipment room located on the north end of the terminal building. The room would be used for rebuilding aircraft engines and allow Sky Warrior to hire a 3rd mechanic.

Upon a motion by Commissioner Roberts, with a second by Commissioner Ephriam, the Commission voted unanimously to enter into a lease with Sky Warrior to rent the equipment room located on the north end of the terminal building for \$500 per month.

Marianna Health and Rehabilitation Center would like to offer shift differential pay for the 3 to 11 shift as an incentive.

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to approve shift differential pay for the 3 to 11 shift at the Marianna Health and Rehabilitation Center.

Officials from Verizon would like to extend their current lease to 20 years, and would pay the City \$25,000 for agreeing to the extension. City Attorney, Matt Fuqua, will need to do some research and make a recommendation to the Commission before a decision is made. Commissioner Roberts made a motion to agree to the extension if Mr. Fuqua agreed with the extension. The motion died for lack of a second. The issue will be on the February agenda.

There being no further business the meeting was adjourned.

Mayor-Commissioner

Attest:

City Clerk