

1 **City of Minneola**  
2 **Council Meeting**  
3 **Minneola City Hall**

**Nov. 16, 2010**  
**6:30 P.M.**

4  
5 The City of Minneola Council Meeting was called to order by Vice Mayor Rick  
6 Roderick. Present were: Councilwoman Debbie Flinn, Councilwoman Kelly Price,  
7 Councilman Joseph Saunders, Scott Gerken (City Attorney), and Jan McDaniel (City  
8 Clerk). Mark Johnson (City Manager) and Mayor Pat Kelley arrive after the meeting had  
9 been called to order.

10  
11 A moment of silence was observed and the Pledge of Allegiance was lead by Vice Mayor  
12 Rick Roderick.

13  
14 **AGENDA REVIEW**

15  
16 No changes.

17  
18 **APPROVAL OF MINUTES**

19  
20 **MOTION by Kelly Price, SECONDED by Joe Saunders to approve the minutes of**  
21 **November 4, 2010 at 6:30 p.m.**

22  
23 **AYE:** Roderick, Flinn, Price, Saunders

24  
25 **NAY:** None

26  
27 **MOTION PASSED: 4-0**

28  
29 **AUDIENCE TO BE HEARD**

30  
31 **Gary Tolley** (Minneola resident) requested there be an agenda item for a full vote of  
32 Council to abide by the same rules for all employees.

33  
34 **Bob Proper** (Lake County Resident) gave a brief presentation regarding a possible  
35 business project wishing to build in Minneola.

36  
37 **Mary Kay McGuire** asked for Council's permission to use the City Attorney's services  
38 to help the Friends of the Library acquire their 501c3 designation.

39  
40 **Scott Gerken** replied his firm would help them without charge.

41  
42 **Tab 2 Lake County Sheriff's Contract**

43  
44 **Scott Gerken** explained the FY11 contract was before Council for approval and noted  
45 the Citizen on Patrol program implementation; advised the contract requires the officers  
46 to stay within the City for meals; addressed the guidelines for lettering on the vehicles,  
47 and a clarification of the monies from traffic citations.

1 **Joe Saunders** asked if the Minneola Deputies had access to the new sub-station in  
2 Clermont.

3  
4 **Lt. Link** explained the in the case of an arrest the prisoner was taken to the sub-station  
5 but in the case on a medical need, the prisoner would be transferred to Tavares.

6  
7 **Mayor Kelley** requested the use of a GPS device be attached to the cars and generate a  
8 report that the deputies are actually working within the City limits. He asked that the  
9 possibility be considered.

10  
11 **Debbie Flinn** asked for clarification of “in case of an emergency” one deputy would  
12 leave the City leaving only one deputy on duty.

13  
14 **Lt. Link** explained that it was their responsibility was to aid in an emergency case but  
15 that one unit is always in the City.

16  
17 **Rick Roderick** stated he had filled out the preliminary application for the COP Program  
18 but had found the formal application very detailed.

19  
20 **Lt. Link** stated that the deputies working in Minneola offer the best service for the City  
21 and he would continue to lead the Minneola District with honor and dignity.

22  
23 **MOTION by Mayor Kelley, SECONDED by Kelly Price to approve the Sheriff’s**  
24 **Contract.**

25  
26 **AYE:** Roderick, Flinn, Kelley, Price, Saunders

27  
28 **NAY:** None

29  
30 **MOTION PASSED: 5-0**

31  
32 **Tab 3 Council Compensation Reduction**

33  
34 **Mayor Kelley** asked the Council to discuss the 10% pay cut for Council Compensation,  
35 which failed to pass at the last meeting.

36  
37 **Joe Saunders** stated that there had not been a second for approval to cut the Council  
38 compensation.

39  
40 **Kelly Price** stated she had made the motion to approve.

41  
42 **Debbie Flinn** stated that after reviewing some history of the City, she had determined  
43 that the Council compensation had been cut approximately 33% in the last two years and  
44 felt that to be adequate.

1 **Tab 4 Utility Deposit Policy**

2  
3 **Mark Johnson** explained there had been a complaint regarding the utility deposit, and  
4 briefly explained how the system works but made the following options and staff  
5 recommendations for Council to consider:

6  
7 **OPTIONS:**

- 8 1. Keep the utility deposit structure the same.  
9 2. Refund deposits after five years of good payment history.  
10 3. Implement a reduced non-refundable connection fee.  
11 4. Implement a utility deposit based upon credit rating.  
12 5. Charge a refundable deposit based upon the average bill for the property.

13  
14 **STAFF RECOMMENDATION:**

15 Implement a reduced non-refundable initial connection fee.  
16 \$15 for real estate agents representing the property owner (valid for 72 hours).  
17 \$25 for property owners with water.  
18 \$50 for property owners with water and sewer.  
19 \$50.00 for property renters with water.  
20 \$75.00 for property renters with water and sewer.  
21 \$100.00 for all commercial customers.

22  
23 A general discussion pursued including using a collection agency, if implemented, how &  
24 when any refunds would be made as well as the actual cost to the City.

25  
26 **Tab 5 Committee Appointments**

27  
28 **Jan McDaniel** requested the Council appoint/volunteer for the following committees:  
29 BPAC, MPO & alternate, Water Alliance, Education Concurrency Review Committee,  
30 P & Z Board liaison and County Library Board.

31  
32 A general discussion pursued on current committee appointments with each Council  
33 Member speaking of their preferences.

34  
35 **MOTION by Kelly Price, SECONDED by Joe Saunders to appoint Vice Mayor**  
36 **Roderick to the Library Board, P & Z Board liaison, and FL League of Cities**  
37 **representative, Debbie Flinn appointed as MPO Alternate and School Concurrency**  
38 **Committee; Mayor Kelley appointed to the Water Alliance; Kelly Price appointed**  
39 **to the BPAC and P & Z Alternate; and Joe Saunders to the MPO, the MPO Task**  
40 **Force and the ISBA.**

41  
42 **AYE:** Roderick, Flinn, Kelley, Price, Saunders

43  
44 **NAY:** None

45  
46 **MOTION PASSED: 5-0**

1 **Mark Johnson** asked for a nomination for a MPO Citizens Advisory Committee  
2 appointment and stated Mr. Charles Humphries.

3  
4 **MOTION by Mayor Kelley, SECONDED by Joe Saunders to appoint Charles  
5 Humphries to the MPO Citizens Advisory Committee.**

6  
7 **AYE:** Roderick, Flinn, Kelley, Price, Saunders

8  
9 **NAY:** None

10  
11 **MOTION PASSED: 5-0**

12  
13 **Reports:**

14  
15 **Mark Johnson** reported:

- 16 • The recent problem with a burial at the Minneola Cemetery and explained he was  
17 looking into grants to fund a ground penetrating radar process way to locate all  
18 the graves. He noted that if any City funding was required, the City would not be  
19 able to do the process in this budget year.
- 20 • Explained he was also working on a flooding issue

21  
22 **Scott Gerken** reported:

- 23 • An issue with irrigation wells had come to the City and although the City has an  
24 Ordinance prohibiting such wells, St. John's River Water Management District  
25 actually has the authority to permit the wells.
- 26 • There had been some issues in the last week regarding the organizational chart  
27 and informed Council that the org chart, as well as job descriptions, fall under the  
28 City Managers duties, not the Council.
- 29 • At the workshop to be held in January to inform new Council Members of staff's  
30 duties, he would also be speaking to the Council on the Sunshine Law. He  
31 cautioned the Council of any communication outside a public meeting.

32  
33 **Mayor Kelley** asked for clarification on the organizational chart.

34  
35 **Scott Gerken** explained to the Mayor that although there is language in the charter  
36 referencing the organizational chart to be approved by the Council, it does not refer to the  
37 job descriptions. He clarified that the Council just recently adopted the organizational  
38 chart with a Personnel Policy update.

39  
40 **Mayor Kelley** asked if Council would consider a Charter change changing seat 3 from  
41 the Mayor seat and allow the Council to select a Mayor.

42  
43 **Rick Roderick** suggested a Charter Review Committee to be formed to address some of  
44 the recommended charter changes.

1 **Joe Saunders** expressed his opinion that he was not in favor of longer Council member  
2 terms, nor having the Council itself select the Mayor. He stated the people of the City  
3 elect a Mayor. He also stated he thought the Charter to a well presented document.  
4

5 A general discussion pursued regarding selecting members for a charter review  
6 committee, elections, qualifying for candidacy, qualifying dates and the overall process.  
7

8 **Kelly Price** had no report.  
9

10 **Joe Saunders** reported on:

- 11 • The ISBA with Groveland progress.

12  
13 **Rick Roderick** reported:

- 14 • He would be attending the chamber breakfast on Friday.
- 15 • He recently attended a JA Meeting and represented the City and encouraged  
16 everyone become a member of the Friends of the Library.
- 17 • Encouraged everyone to become a mentor at the Minneola elementary schools.

18  
19 **MOTION by Kelly Price, SECONDED by Mayor Kelley to adjourn.**  
20

21 **AYE:** Roderick, Flinn, Kelley, Price, Saunders  
22

23 **NAY:** None  
24

25 **MOTION PASSED: 5-0**  
26

27 *The meeting adjourned at 8:21 p.m.*  
28

29  
30 \_\_\_\_\_  
31 Mayor Pat Kelley

32 **ATTEST:**

33 *Jan McDaniel*  
34 Jan McDaniel, CMC

