

**City of Dunnellon
City Council Meeting**

Zoom Meeting

<https://dunnellon.zoom.us/j/82969277373?pwd=Yy81cDA3SHUyWnk3VHpVZ05nYVRzUT09>

Meeting ID: 829 6927 7373

Date: March 14, 2022

Time: 5:30 p.m.

Place: City Hall, 20750 River Dr., Dunnellon, FL 34431

Dunnellon City Council meeting attendance information.

Anyone who wished to provide public comment was able to do so by participating in the City Council meeting in person, via the Zoom "AUDIO ONLY" platform and/or telephone, by speaking during public comment portions of the meeting when recognized or by submitting written comments, evidence and/or written testimony in advance of the meeting via email to the City Clerk at modom@dunnellon.org

Members of the public who were interested in participating were encouraged to register in advance by Noon on Monday, March 14, 2022. Public input on non-agenda items were heard at the beginning of the meeting with a three (3) minute time limit.

Call to Order and Pledge of Allegiance

Mayor White called the meeting to order at approximately 5:35 p.m. led the Council in the Pledge of Allegiance. He invited any citizen wishing to volunteer to open with prayer. Pastor Tom Welch provided the invocation. Mayor White then called upon the City Clerk to call roll.

Roll Call

Bill White, Mayor, Seat 1

Louise Kenny, Councilwoman, Seat 2

Anita Williams, Councilwoman, Seat 3

Valerie Hanchar, Vice-Mayor, Seat 4

Jan Cubbage, Councilwoman, Seat 5 – Arrived 5:37p.m.

Staff Present

Mandy Odom, City Clerk

Troy Slattery, Public Works Manager

Jan Smith, Finance Officer

Georgina Cid, Community Development Manager

Michelle Leonard, Assistant City Clerk

Julie Danowski, Records Clerk

Chief McQuaig, Police Department

Lt. Yox, Police Department

Corporal Raines, Police Department

Legal Counsel

Andrew Hand,
Shepard, Smith, Kohlmyer & Hand, P.A.

Proof of Publication

Mrs. Odom announced for the record the agenda for this meeting was posted on the City's website and City Hall bulletin board on Thursday, March 10, 2022.

One or more members of the City of Dunnellon advisory boards may have attended this meeting and may have spoken to Council.

Mayor White explained the public speaking portion and sign-up sheet. He said this is a recorded meeting with video, audio and closed captioning. This meeting proceeded under Roberts Rules of Order and Chair conducted the meeting. Council was advised to wait to be acknowledged before speaking.

Mayor White called for Council comments regarding the agenda.

Mrs. Odom requested a Walk On to follow the consent agenda regarding Boomtown and announced Agenda Item #5 has been rescheduled to the April meeting. She stated Chief McQuaig will provide a storm update instead of the Special Presentation scheduled.

Mayor White called for public comments on non-agenda items – 3 minute time limit.

Kathy Dunn, 11386 SW Hendrix Dr., asked Council to consider a moratorium on replacing the billboard that blew down in Saturday's storm. She said in her opinion billboards should not have been allowed in Dunnellon in the first place. She commented she would like Council to consider not allowing any more billboards. Mrs. Dunn suggested implementing a Comprehensive Plan review regarding commercial zoning. She said she doesn't feel mixed use is appropriate in certain areas. She commented since the Police Station was initially built as the City Hall and is constructed as stucco over brick, it can be refurbished. She asserted comments from citizens are not meant to be derogatory towards any staff member. She said she discovered the CRA Board members dropped off because the grants were too hard to get.

Consent Agenda

1. City Council Minutes

- December 08, 2021 City Council Workshop Minutes
- December 13, 2021 City Council Meeting Minutes
- December 20, 2021 Special Council Meeting

2. Authorize The Mayor To Sign Agreement #AGR2022-08 Dunnellon Little League

3. Authorize Staff To Advertise Bid #BID2022-02 For Mockingbird Drive And West Blue Cove Drive Roadway Project

4. Reject Proposal Received In Response To #RFP2022-01, Wood Pavilion Shade Shelters

Consent Agenda Approval

Mayor White called for public comments. There were none.

Vice-Mayor Hanchar moved the consent agenda be approved as presented. Councilwoman Williams seconded the motion. A vote was taken and the motion passed 5-0.

Regular Agenda

Agenda Item No. 05 – Special Presentation

This agenda item was rescheduled to the April meeting.

Chief McQuaig and Mr. Slattery offered an update regarding the weather event on Saturday. Chief McQuaig thanked the Public Works team for working during the storm and he noted they did a tremendous job. He commented the storm was a Category 1 tornado and the City of Ocala has up to 12 million dollars in damage. Chief McQuaig and Mr. Slattery presented photos of the damage throughout Dunnellon including uprooted trees, fencing, roofs and damage in the cemetery. Chief McQuaig pointed out telephone poles that snapped in the middle which indicates how strong the storm was. Mr. Slattery added the storm appears to have originated near the cemetery and it will take a few days to clean up the debris.

Vice-Mayor Hanchar offered her thanks to the staff as well. Mayor White stated it is good to know the team steps up and works through these issues when they occur seven days a week. He shared he has received caring phone calls from Marion County Commissioners offering help and asking if we needed anything. Councilwoman Cabbage spoke about the Police Officers being first responders and stated this is exactly why we need them.

Mr. Slattery discussed battery backups for the traffic lights, where they come from and when they are being installed. He said these batteries will last 6 hours, which will be greatly beneficial during short power outages.

Walk On – Boomtown Days

Mrs. Odom presented an application requesting a waiver of the code for alcohol consumption and sale during Boomtown Days. She stated this is an annual request and the DCBA is asking for Council approval.

Vice-Mayor Hanchar motioned to wave section 6-4 of the City code regarding possession or consumption of alcohol in the streets during Boomtown Days. Councilwoman Cabbage seconded the motion.

Chief McQuaig stated he is ok with the request because the Boomtown participants have complied with arm bands and other requests.

A vote was taken and the motion passed 5-0.

Agenda Item No. 06 – Resolution #RES2022-05, Personnel Manual Amendment – Salary Classification Plan

Mrs. Odom summarized the discussion from last week’s workshop to update the salary ranges consistent with the Option 1 analysis due to the State’s minimum wage increase.

Public Comment

There were no public comments.

Vice-Mayor Hanchar motioned Resolution #RES2022-05 be read by title only. Councilwoman Cabbage seconded the motion. A vote was taken and the motion passed 5-0.

Mrs. Odom read the following into the record:

“RESOLUTION #RES2022-05

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF DUNNELLON ADOPTING PERSONNEL MANUAL AMENDMENTS AND CHANGES TO ARTICLE X, SECTION 6.1 PAY AND CLASSIFICATION PLAN AND PROVIDING FOR AN EFFECTIVE DATE.”

Councilwoman Williams motioned Resolution #RES2022-05 be approved. Vice-Mayor Hanchar seconded the motion. A vote was taken and the motion passed 5-0.

Vice-Mayor Hanchar motioned Option 1 of the Salary Adjustment Analysis as outlined in Resolution #RES2022-05 and as presented at the March 09, 2022 workshop become effective March 21, 2022. Councilwomen Williams seconded the motion. A vote was taken and the motion passed 5-0.

Agenda Item No. 07 – Resolution #RES2022-03, Amending The March 2008 Blue Run Park Management Plan

Attorney Hand summarized the Resolution stating nothing has changed since last Wednesday. He stated the only change in the Management Plan this Resolution applies to is the authorization of KP Hole Shuttle as the sole transportation service for Blue Run Park.

Public Comment

There was none.

Vice-Mayor Hanchar moved Resolution #RES2022-03 be read by title only. Councilwoman Kenny seconded the motion. A vote was taken and the motion passed 5-0.

Mrs. Odom read the following into the record:

“RESOLUTION #RES2022-03

A RESOLUTION OF THE CITY OF DUNNELLON AMENDING THE MARCH 2008 BLUE RUN OF DUNNELLON PARK MANAGEMENT PLAN AS SPECIFIED HEREIN; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.”

Vice-Mayor Hanchar motioned Resolution #RES2022-03 be approved. Councilwoman Kenny seconded the motion.

Council Discussion

There was none.

A vote was taken and the motion passed 5-0.

Agenda Item No. 08 – First Reading – Ordinance #ORD2022-02, Blue Run Park Commercial Use Exceptions

Attorney Hand provided an overview stating this Ordinance is amending the rules to allow some exceptions for commercial services within the park.

Public Comment

There was none.

Councilwoman Kenny motioned for Ordinance #ORD2022-02 be read by title only. Vice-Mayor Hanchar seconded the motion. A vote was taken and the motion passed 5-0.

Mrs. Odom read the following into the record:

“ORDINANCE#ORD2022-02

AN ORDINANCE OF THE CITY OF DUNNELLON, FLORIDA, AMENDING SECTION 46-49 OF THE CODE OF ORDINANCES OF THE CITY OF DUNNELLON TO CLARIFY THE PROHIBITION ON COMMERCIAL USES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.”

Councilwoman Kenny motioned Ordinance #ORD2022-02 be approved as written. Vice-Mayor Hanchar seconded the motion.

Council Discussion

There was none.

A vote was taken and the motion passed 5-0.

Agenda Item No. 09 – First Reading – Ordinance #ORD2022-04, Business Tax Receipt

Public Comment

Mrs. Odom stated this Ordinance is to increase the Business Tax Receipt annual fee. She stated we are allowed to do this every two years, by statute, and the new fee will be \$60.29. She reminded Council there was a verbiage request made at the workshop regarding vacation rentals. She said she and Attorney Hand reviewed it but it needs further review before this verbiage can be changed.

Public Comment

There was none.

Vice-Mayor Hanchar moved Ordinance #ORD2022-04 be read by title only. Councilwoman Williams seconded the motion. A vote was taken and the motion passed 5-0

Mrs. Odom read the following into the record:

“ORDINANCE #ORD2022-04

AN ORDINANCE OF THE CITY OF DUNNELLON, AMENDING SECTION 18-49 OF THE CODE OF ORDINANCES BY INCREASING BUSINESS TAX RECEIPT FEES CURRENTLY LISTED IN SAID SECTION BY THE AMOUNT OF FIVE PERCENT (5% = \$2.87) AS ALLOWED BY SECTION 205.0535(4) FLORIDA STATUTES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.”

Vice-Mayor Hanchar motioned Ordinance #ORD2022-04 be approved as written. Councilwoman Williams seconded the motion.

Council Discussion

There was none.

A vote was taken and the motion passed 5-0.

Mrs. Odom read the Public Hearing Statement into the record:

“All persons wishing to address the City Council will be asked to limit their comments to the specific subject being addressed. Public opinions and input are valued by the Council. However, it is requested that comments are directed at specific issues rather than personal comments directed toward the Council members or staff in order to foster mutual respect between council members and the public.

Members of the public in attendance at public forums should listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall refrain from interrupting other speakers; making personal comments not germane to the business of the body; or otherwise interfering with the orderly conduct of meetings.

Members of the public addressing City Council and boards/commissions on a specific project or proposal are requested to disclose any personal interest or relationship; and any business, professional, or financial interests with any individual, group, project or proposal regarding the subject matter under review. Members of the public should always err on the side of more public disclosure, not less, in order to provide integrity to the public process.”

Agenda Item No. 10 – Public Hearing Ordinance #ORD2022-03, Purchasing Policy Amendment

Mayor White gavelled down and said “it is now 6:13 p.m. and I close the regular meeting and open the public hearing to discuss:

ORDINANCE #ORD2022-03, Purchasing Policy (Posted on the City's Website On 02-10-2022 And Advertised In The Ocala Star Banner On 03/04/2022)"

Staff Comment

Mrs. Odom stated this Ordinance is to assist staff by allowing them to obtain at least two quotes for major purchases of \$35,000 or less, rather than having to go out for bid. She pointed out this is the second reading and required public hearing.

Public Comments

There were none.

Mayor White gaveled down and said "it is now 6:15 p.m. and I close the public hearing held to discuss Ordinance #ORD2022-03 and reopen the regular March 14, 2022 Council meeting."

Agenda Item No. 11 – Final Reading – Ordinance #ORD2022-03, Purchasing Policy Amendment

Vice-Mayor Hanchar moved Ordinance #ORD2022-03 be read by title only. Councilwoman Williams seconded the motion. A vote was taken and the motion passed 5-0.

Mrs. Odom read the following into the record:

“ORDINANCE #ORD2022-03

AN ORDINANCE OF THE CITY OF DUNNELLON, FLORIDA, AMENDING BIDDING AND PURCHASING POLICIES WHICH ARE SUPPLEMENTAL TO STATE LAW REQUIREMENTS; AMENDING SECTION 2-381 OF THE CITY'S CODE OF ORDINANCES WITHIN ITS PURCHASING POLICY; PROVIDING LEGISLATIVE FINDINGS; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF INCONSISTENT ORDINANCES; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE.”

Vice-Mayor Hanchar moved Ordinance #ORD2022-03 be approved as written. Councilwoman Kenny seconded the motion. A vote was taken and the motion passed 5-0.

Agenda Item No. 12 – Annual Evaluation - Chief McQuaig

Mrs. Odom stated she compiled each of the Council member's evaluations into one document and emailed it to them. She explained it is up to Council to approve and recommend a merit increase.

Public Comment

There was none.

Vice-Mayor Hanchar moved to review and approve Chief Mike McQuaig's annual evaluation as submitted by the Council. Councilwoman Williams seconded the motion.

Council discussion followed regarding Councilwoman Kenny's comments about Chief McQuaig's role in code enforcement and community policing. Chief McQuaig and Mrs. Odom explained code enforcement responsibilities and Vice-Mayor Hanchar requested Council strike code enforcement

as a goal. Chief McQuaig shared Council agreed to meet with him prior to his evaluation in the future for clarification purposes.

Vice-Mayor Hanchar compared his last evaluation to this one and pointed out we are not in an emergency as we were last time due to the pandemic. She stated she was disappointed in some of the comments given by the other council members and added no one in the city complains about our police department.

Councilwoman Cabbage shared someone informed her Chief McQuaig has been chasing every grant out there, but Council is unaware of his activities in this area. She said he assured her earlier in the day he would communicate with Council about the grants he is attempting to obtain. Mrs. Smith pointed out the audit report reflects grants have been applied for.

Councilwoman Williams commented she appreciates law enforcement and believes it is a very important part of this City. She asked Chief McQuaig what exactly is community policing and Chief McQuaig explained it is helping citizens with issues like locked cars and special problems that aren't of a criminal nature. He provided an example of a time when an older lady who lost her husband didn't know how to turn her air conditioning down and an Officer came to assist. He shared there is a lot involved with community policing and his Officers are very good at it.

Mayor White stated typical controversy in cities involve the Police. He explained he receives constant updates from Chief McQuaig and it has allowed them to get to know each other better. He stated Council has listed their proposed goals but he would like Chief McQuaig and Mrs. Odom to develop their own goals for the next year. The rest of Council agreed.

Mayor White referenced Councilwoman Cabbage's comments about grants and stated he is not comfortable with the grant process. He asserted he would like Mrs. Odom to appoint a grant coordinator. Mrs. Odom explained Mrs. Smith is assigned to that duty but all staff is on the lookout for grant opportunities until the City can afford to hire a full time grant coordinator.

Further discussion continued regarding grants, grant writers, wages of a full time grant writer, who should be seeking grants and who should be tracking grants until a point of order from Vice-Mayor Hanchar for straying off the intended topic of Chief McQuaig's evaluation was called.

Mayor White commented he has not forgotten when Chief McQuaig stepped up and provided his services to support the team when the City lost their leadership at the beginning of 2021. He shared he believed Chief McQuaig took a lot of personal hits because emotions were running high and he will not let people forget what he did for the City.

Vice-Mayor Hanchar moved to approve Chief Mike McQuaig's annual evaluation as amended. Councilwoman Williams seconded the motion. A vote was taken and the motion passed 5-0.

Vice-Mayor Hanchar motioned Chief Mike McQuaig's wage increase be approved at 3%. Councilwoman Williams seconded the motion.

Discussion followed regarding Chief McQuaig's pay increase with questions based on his evaluation score, disagreement with going outside the score, why the score was perceived as inaccurate, evaluation comments not being well researched, correcting the evaluation scores next year and the potential for setting a precedent by veering from the scoring system.

A vote was taken and the motion failed 2-3 with Councilwoman Cubbage, Councilwoman Kenny and Mayor White opposed.

Councilwoman Kenny motioned Chief Mike McQuaig's wage increase be approved at 2.5%. Councilwoman Cubbage seconded the motion. A vote was taken and the motion passed 3-2 with Vice-Mayor Hanchar and Councilwoman Williams opposed.

Vice-Mayor Hanchar asked to go on record stating she only opposed because she believes Chief McQuaig should have received a higher increase.

Agenda Item No. 13 – Council Liaison Reports And Comments

Councilwoman Cubbage pointed out Florida freelance grant writers could be used in place of Kimley-Horn. She stated the grant writers' resumes would include cities they have worked with and what they charge. She brought up the boat ramp and said she heard comments from people stating there were problems with the fee collection and due to this she suggested a short term contract with the company to see if they work out. She asked Mrs. Odom if there was an option for a trial period and Mrs. Odom responded that would be a question for the company. Mrs. Smith added there will be a presentation at the next workshop where questions can be asked.

Mayor White provided a Blue Run Park restroom update. He said he spoke twice to the County Commission since last month and the restroom is being discussed again. He shared Commissioner Kathy Bryant is offering her support and Commissioner Zalak has also taken an interest in Dunnellon.

Mrs. Odom reminded Council staff was directed to reach out to the County and coordinate a meeting. She said the soonest Mr. Couillard is available is March 23rd and she has scheduled that meeting with herself, Mr. Slattery and Chief McQuaig. Mayor White commented it would be nice to have a second meeting with FGUA and Mrs. Odom stated she will attempt to schedule it.

Mayor White shared the tornado from last week formed within the Dunnellon City limits and traveled 25 miles before dissipating. He asserted the disturbing thing is that no one realized there even was an active tornado. He stated the closest radar that picks up tornados is in Jacksonville or Tampa and because of the curvature of the earth no one saw it. He remarked Ocala would have appreciated hearing from us if we knew it was headed their way. Councilwoman Cubbage stated Jacksonville's radar is down due to improvements and it is their radar that watches us.

Mayor White reminded everyone of the trail underpass grand opening on March 24th and of the Chatmire Septic to Sewer conversion meeting. He stated there may be discussion about a possible site for the Police building during the special meeting on March 21st. He reminded everyone about

past discussions of the property on Powell Rd. and Chief McQuaig has placed cones on the property to indicate where the new Police Department could go. Mayor White explained the burn happening at Rainbow Springs is the last step in the preparation to plant the Longleaf Pines. He stated he would like to examine whether we need to allow replacement of the billboard that was knocked over by the storm.

Agenda Item No. 14 – Department Head Reports

Mrs. Odom reminded Council they are publishing an agenda today for two meetings on March 21st and there is a request from Holy Faith Episcopal Church for a Proclamation.

Mr. Slattery stated he has no updates but announced he is proud of his team and the Police who came to help the day of storm. He thanked everyone for their support.

Ms. Cid said her department has 377 active permits, 83 of which are new and 22 were issued for building only. She stated zoning has 81 active and 6 new permits issued. She shared 4 new businesses opened in February. She said her new assistant started today and she is training with Teresa Malmberg. She commented she still has her temporary help for one more week.

Mrs. Odom stated she cannot attend the April 11th meeting and Ms. Leonard will attend in her absence unless Council would prefer to change the date. Council agreed they are confident in Ms. Leonard’s abilities.

Agenda Item No. 15 – City Attorney Report

Attorney Hand said he has a couple legislative bills to keep an eye on and the Economic Impact statement was pulled indefinitely. He shared the April meetings may need to be attended by Attorney Brackins, as he may be in the hospital with his wife for the birth of his first child.

Ms. Cid inserted she forgot to mention Code Enforcement had 7 new cases, 5 of which have been found without code issues. She also mentioned staff has removed ten signs over the last two weeks and issued 8 tree permits.

Agenda Item No. 16 – Adjourn

At approximately 7:26 p.m. Vice-Mayor Hanchar moved the City Council meeting be adjourned and Councilwoman Williams seconded the motion. A vote was taken and the motion passed 5-0.

Attest:

Penned Signature of
Amanda Odom, CMC
City Clerk

Penned Signature of
William P. White, Mayor