

CITY OF HAMPTON
Minutes, Regular Council Meeting
Tuesday, May 18th, 2021, 7:00pm
5784 Navarre Ave., Hampton, FL 32044

ANYONE WISHING TO ADDRESS THE CITY COUNCIL REGARDING ANY TOPIC ON THIS EVENING'S AGENDA IS REQUESTED TO COMPLETE A COMMENT CARD AND RETURN TO THE CITY CLERK. PLEASE TURN OFF CELL PHONES.

Meeting Facilitator: Dale Wiseman, Mayor

Invocation followed by Pledge of Allegiance

ROLL CALL – City Clerk – Vice Chairman Douglas E. Williamson, Mayor Dale Wiseman, Councilwoman Dot Shealey, and Councilman Frank Bryant. Councilwoman Lillian Sams and Chairman Bill Goodge were absent. Also in attendance were City Attorney Will Sexton and City Clerk/Administrator Mary Lou Hildreth.

Public Comment - Please limit comments to 3 minutes and restrain from personal attacks, using an individual's name or making political statements.

1. Public Hearings:

2. Resolutions:

3. Proclamations:

Presentations:

- A. James Moore, Audit FY 18/19 – Brendan McKitrick presented the Financial Audit (FY 18/19)

Motion to approve audit results and enter into a new engagement letter to continue audit services made by Councilman Bryant, seconded by Councilwoman Shealey. Passed 3 – 0.

- B. Report on Water and Streets – Josh Davis, Swamp Cutters – They have been adding some new customers/services. Replacement parts ordered for Bobbie Sheppard for playground equipment. Provided locating work for the phone company for internet installation. Cleaned up water yard and installed privacy screen as well as coordinated with electrician on the installation of the new electrical work. Cleaned up Plum Street and evaluated replacing the fence. Power washed the bathroom at Bobbie Sheppard.

- C. Clerk/Admin Report

– Deputy Patrol. Ms. Hildreth provided the log/report for the month of April.

4. CONSENT AGENDA

ALL MATTERS UNDER THE CONSENT AGENDA AER CONSIDERED TO BE ROUTINE BY THE CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION IN THE FORM LISTED BELOW. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY. BACKUPDOCUMENTAION AND STAFF RECOMMENDATIONS HAVE BEEN PREVIOUSLY SUBMITTED TO THE CITY COUNCIL ON THESE ITEMS.

- A. Approval of City Council Meeting Minutes from 4/20//21
- B. Financials/Account Payables for April 2021

Motion to approve the Consent Agenda made by Vice Chairman Williamson, seconded by Councilwoman Shealey. Passed 3 – 0.

5. OLD BUSINESS:

- A. Swamp Cutters Contract

Mayor Wiseman

Mayor Wiseman stated that this is the time to do the annual review and asked council for any adjustments they would like to see. Councilwoman Shealey had nothing. Councilman Bryant said they are not mowing in front of the split in the street at 18 and 325, they are missing an area. Vice Chairman Williamson expressed concerns about full garbage cans at the parks. Mr. Davis has witnessed people using the city cans for household garbage. Discussion regarding the mowing of the ball field. Mr. Davis said we have an agreement with Hope Baptist for them to maintain it. Vice Chairman Williamson thinks it is our responsibility. Mr. Davis explained that he redid the field for them and also they prefer it to be cut in a certain way. Mayor Wiseman said if it is not spelled out in the contract then they are not responsible. Discussion about mowing the cemetery as the county no longer has inmates to do this. Mr. Davis said that would be an additional cost. They have been at the same rate for several years and the cost of doing business has significantly increased. He is requesting \$600 more per month. Councilman Bryant would like to see more normal maintenance, with somebody in the city on a daily basis. He doesn't like it when there are multiple people in town for just one day. Mr. Davis says the work doesn't justify that, as long as they are doing their job – it's too costly for the manpower and not necessary. Mayor Wiseman felt it was logging jobs vs. hours. We need to be specific; we need to spell it out. That may be causing the frustration and the miscommunication. Ms. Hildreth suggested we have a workshop. The Mayor asked the council to look through the contract and have things for the workshop. Mr. Davis is in business and we need to pay for quality service. Mr. Davis also pointed out that he does many things pro bono.

6. NEW BUSINESS:

- A. Office Computers Upgrade Replacement

City Clerk/Admin

Ms. Hildreth advised that the computers are in dire need of upgrades. Ms. Hornick's computer is basically non-functional. Over the past few years the city has used the

county's IT department for pro bono assistance. They came and looked at our system and they agreed it was woefully outdated. They can obtain new computers through state contractual rates. The approximate cost for two desktop computers, one laptop with a docking station, virus protection and other necessary add ons would be approximately \$3500.00. She is requesting permission to purchase new IT equipment for city hall not to exceed \$5,000.00.

Motion to purchase new computer equipment for city hall not to exceed \$5,000.00 made by Councilman Bryant, seconded by Vice Chairman Williamson. Passed 3 – 0.

B. Aclarian Contract

City Clerk/Admin

Ms. Hildreth advised this was a new engagement contract for them to assist with FY 20 audit as well as to perform quarterly financial reviews as recommended by the auditors. It is the same cost as the one for FY 19 with an additional hourly rate for the quarterly reviews.

Motion to approve and execute the contract made by Councilwoman Shealey, seconded by Councilman Bryant. Passed 3 – 0.

C. Employee Anniversaries

1. Merri Lee Hornick

Bookkeeper

Ms.Hornick stated she was hired in Oct 2014 and it's been an extraordinary honor and privilege to work for the city. She reconciles all bank statements, covers for the City Clerk/Administrator, reconciles Paygov quarterly, files RT6 and unemployment. We have never had one tax penalty in the time she has been here. She is responsible for the FMIT liability report, worker's compensation, and yearly audits. In 2018 she had a pay increase and later she reduced it to \$31.00. She is now asking for a one dollar increase.

Motion to provide a \$1.00 per hour raise made by Vice Chairman Williamson, seconded by Councilwoman Shealey. Passers 3 - 0

2. Mary Lou Hildreth

City Clerk/Admin

Ms. Hildreth advised she has been with the city for six years. She has obtained many grants for the city as well as increased revenues and put in saving processes. Aside from her normal daily job functions, she currently has two water projects out for bid, the well replacement process, the ACOE study to locate funding for, and now she is dealing with the ARPA funding from the government. Plus FY 20 audit is forthcoming and we are entering TRIM and Budget time. She has not received a raise in three years. She

calculated 2.5% for three years (if she had received a raise each year) and that would amount to \$3.00

Motion made by Councilman Bryant to approve \$3.00 per hour raise, seconded by Councilman Williamson. Passed 3 – 0.

7. City Attorney Report

Will Sexton

8. Council general announcements/discussions

9. Adjourn

IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE CITY COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT THIS SCHEDULED PUBLIC MEETING, THEY WILL NEED TO ENSURE THAT A VERBATIM TRANSCRIPT OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS BASED. OTHER MATTERS OF CONCERN NOT LISTED ON THE AGENDA MAY BE DISCUSSED AS DETERMINED BY CITY COUNCIL. EX PARTE COMMUNICATIONS (SOMETIMES REFERRED TO AS LOBBYING OR INFORMATION GATHERING) BETWEEN A COUNCIL MEMBER AND OTHERS WHERE THERE IS SUBSTANTIVE DISCUSSION REGARDING A QUASI-JUDICIAL DECISION BY THE CITY COUNCIL MUST BE DISCLOSED BY THE COUNCIL SO THE PUBLIC MAY RESPOND TO SUCH COMMENTS BEFORE A VOTE IS TAKEN. ALL COUNCIL MEETINGS ARE AUDIO TAPED.

By:

Dale Wiseman, Mayor

ATTEST:

Mary Lou Hildreth, City Clerk/Administrator