

MINUTES
Town of Penney Farms, Florida
Tuesday, April 18, 2023
Town Council Meeting

Anyone wishing to address the Council regarding topics on the Agenda is requested to complete a request form. Present it to the Town Clerk prior to the meeting. The Town Clerk will allot a three minute limit unless other arrangements have been made. Request forms are available at the sign in podium or the Town Clerks desk.

Abbreviations:

***CM - Council Member *TA - Town Attorney *TC - Town Clerk *TM - Town Manager *VM - Vice-Mayor**

OPEN REGULAR COUNCIL MEETING: 7:00PM

FLAG SALUTE: *MAYOR DEVILLE*

MOMENT OF SILENCE: *MAYOR DEVILLE*

APPROVE THE AGENDA:

Motion to accept the Agenda by VM Sabin; second by CM Andrews. Motion approved without dissent.

**ROLL CALL: Mayor DeVille; VM Sabin; CM Brooks; CM Ryder; CM Andrews; and Town Manager Cooper
*All present for the record.***

RECOGNITION(S): NONE

APPROVAL OF MINUTES:

- **Town Council Meeting Minutes dated March 21, 2023**

***Motion to approve the Town Council Meeting Minutes for March 21, 2023 by CM Ryder; second by CM Andrews.
Motion approved without dissent.***

PROCLAMATION:

****Water Conservation Month****

(Proclamation read in its entirety)

Proclamation located in the Proclamation Book and the Minutes Book for April 2023

Motion to approve the Proclamation by VM Sabin; second by CM Ryder. Motion approved without dissent.

-Doug Conkey from the St. John's River Water Management District (SJRWMD) thanked the Town Council for approving the Proclamation.

-Mr. Conkey reported this is the 25th year for designating April as the water conservation month, but stated every month should be water conservation month. He stated the average households leaks will account for 10,000 gallons of water wasted a year; 10% of those homes will waste 90 gallons per day; the good news is these repairs are easily correctable and can save the average resident 10% on their water bill.

-Mr. Conkey reported that 50% of the average household use of water is for irrigation of their yards and landscaping and one irrigation leak can waste up to 6300 gallons of water in a month; water conservation is key and save the upper northeast Florida aquifer water source.

-Mr. Conkey stated that the 100 million dollar project for the overflow of Black Creek to the lakes in Keystone Heights.

-Mr. Conkey stated the Town Manager is on video for the storm water project located on the SJRWMD Facebook page for anyone's view.

ORDINANCE(S): NONE

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RESOLUTION(S): 2023-01 (Read by title only)

RESOLUTION 2023-01

A RESOLUTION OF THE TOWN OF PENNEY FARMS, FLORIDA, PROVIDING FOR AN INCREASE IN WATER/WASTEWATER UTILITY RATES BASED ON THE 2023 CONSUMER PRICE INDEX (CPI); BASED ON THE WATER/WASTEWATER UTILITY ASSET MANAGEMENT PLANS ALREADY APPROVED BY THE TOWN COUNCIL; PROVIDING FOR PUBLIC NOTICE; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion to approve RESOLUTION 2023-01 by CM Andrews; second by CM Ryder. Motion approved without dissent.

TOWN MANAGER REPORT: Town Manager

- **A Review of the March 2023 Town Manager Report**

This month has been extremely busy for the entire town staff.

The window blinds have been installed in the Town Hall back hallway and the Town Manager's office. Now, all the windows in the Town Hall have matching vertical blinds.

In regards to the Community Development Block Grant (CDBG) replacing old water lines, the Grant Administer has been chosen and approved by the Town Council. Andy Easton & Associates will be representing the Town of Penney Farms for this grant. Mr. Easton has worked very well with the Town on other grants and will be a good liaison with the State during this grant process.

Last month, all of the palm trees were trimmed on Poling Blvd. This month trees were trimmed on Caroline Blvd.; Booker Avenue; and at the Playground Park, by the public works staff.

The public works staff spent a couple of weeks repairing the storm water drain located on Morton Street, between Poling Blvd. and Ott Avenue. The staff put in a whole new 4" line and this has corrected the flooding problem in this area.

The Town's Water Administrator, Josh Young went to Ocala to attend the Florida Rural Water Association (FRWA) conference to be informed of new changes and policies to be expected regarding the Town's water utility system. In addition, the Town completed the annually required Water and Sewer Revenue Plans in association with FRWA.

The water new water coolers at the Playground Park have been repaired and are working correctly. The repair came from someone putting sand and sticks in the fountain.

Pump # 2 at the master lift station has been re-installed and is now working as it should.

The guard rails at the corner of Wilbank Avenue and State Road 16 have been replaced and repaired, due to safety concerns.

The old Playground equipment has been removed. The new playground equipment should be here by mid-April, according to the supplier. This will be a nice improvement to the playground park.

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The Town Clerk and I have attended the first meeting with the Clay County Emergency Operations Center (CCEOC) regarding the upcoming hurricane season. They expect another busy season and will have more meetings lined up in the next couple of months.

I have attended all of the Town's required meetings for this month.

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-Mayor DeVille asked if the Town is acquiring extra parts for pump repairs as suggested at the last Town Council meeting.

-TM Cooper stated he is ordering a rebuilt kit to have on the shelf.

Motion to approve the Town Manager Report for March 2023 by VM Sabin; second by CM Andrews. Motion approved without dissent.

TREASURERS REPORT: Town Manager

Review the **March 2023** Treasurer's Report:

- General Fund – 03/01/23 – 03/31/23
- Utility Enterprises Fund – 03/01/23 – 03/31/23
- Wastewater/Sewer Fund – 03/01/23 – 03/31/23
- Bank Balances of the Town bank accounts – 03/01/23 – 03/31/23

Motion to approve the Treasurer's Report for March 2023 by VM Sabin; second by CM Andrews. Motion approved without dissent.

CONSENT AGENDA:

All matters under the Consent Agenda are routine and will be enacted by one motion and vote. Backup documents and staff recommendations have previously been submitted to the Town Council and will not be discussed unless an item is removed from the Consent Agenda and considered separately under "New Business".

REPORTS OF COMMITTEES/DEPARTMENTS: (All Pulled Reports will be considered under New Business)

- | | | | | | |
|------------|------------------------|----------|-------------------|--------------|-------------|
| 1. Finance | 2. Public Works | 3. CDR | 4. Human Resource | 5. Utilities | 6. Building |
| 7. Grants | 8. Planning and Zoning | 9. Legal | | | |

Motion to accept Consent Agenda as presented by CM Andrews; second by CM Ryder. Motion approved without dissent.

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

1. Pulled Reports - **NONE**
2. Items not on the Agenda

-VM Sabin commented that he was cleaning out his old Town Council book material and came across an old presentation given by the Town Manager to the town residents. He suggested that the Town Manager give another presentation to residents regarding the Town's progress and positive projects coming in the future; and also indicate the challenges we

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have as a town. He suggested having more than one meeting in different areas in town and asked the rest of the Town Council what their thoughts were.

-CM Ryder stated this is a great idea and she was present at the meeting that VM Sabin is referring to and it was received well by all residents. She also stated the Town has an article in the next issue of "Penney for your Thoughts", the PRC monthly community booklet.

-CM Andrews stated it was a great idea, however, he did not like the idea of separate meetings. He stated a meeting should be held on neutral ground, so as not to appear to divide the residents by having different area meetings. He expressed his concerns with segregating the community and find common ground to come together as one community.

-TM Cooper stated this is another reason the Town needs a Community Center.

-CM Andrews stated that the progress of the Penney Retirement Community (PRC) should be presented as well.

-CM Brooks stated this would be a good idea and provide better communication between the town entities, to improve the resident relationships.

-TM Cooper stated he is willing to serve wherever the Town Council directs him to go. He also stated it is surprising how many PRC Residents didn't know they were part of a town.

-Mayor DeVille commented that it would be a nice idea to introduce the Town Council at this meeting. He stated that he was introduced at the Gold Seal Award ceremony and no one knew who he was.

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-Mayor DeVille stated he was contacted by a representative from a group called the "Coalition against bigger trucks", (CABT) and wanted to know his opinion on this issue. He stated he wanted to include the entire Town Council on representing the Town instead of just himself as the Mayor. He further explained this issue is at the federal level and the major point is trucks are currently 80,000 lbs. and Congress is looking to increase the size and weight of commercial trucks to 91,000 lbs.

-Mayor DeVille stated a 91,000 lb truck will kill you just the same as an 88,000 truck can. He stated this is part of the electric vehicle push and it will take 6 trucks instead of 5 to carry the weight of the batteries. So that means the consumer will pay more for the items at a grocery store and other product suppliers. He asked the Town Council for their individual opinions. He further stated he will get with the town clerk to send a letter after the discussion.

-CM Andrews clarified if they are asking for our opinion as a town or the whole state.

-Mayor DeVille stated they are asking for support for the stopping of this bill.

-CM Ryder stated that electric vehicles are the future and it's going to cost more money, but she thinks about her grandkids and great grandkids in the future and she may have to pay more now, but maybe this will leave a better planet. She clarified that she would not limit the size of trucks.

-VM Sabin commented and stated this is about two sets of values in conflict. He stated the Town needs to respond to this issue and in his view there is the larger issue of traffic patterns locally. He stated that until the new expressway is completed and the new growth in the area is addressed, his concern will be the traffic and would like more time to think about it.

-CM Andrews stated the pro is buying more new trucks creates jobs, but people keep promising electric everything. He stated that a lot of weight coming down the road. He asked for more data on the subject, but for right now he would not want the weight of trucks to be increased.

-CM Brooks stated she is concerned about the traffic being impacted. She stated it is difficult now to get out onto State Road 16. She wasn't sure about how she feels about this issue.

-Mayor DeVille stated he will get with the town clerk and present it back to the Town Council before sending anything in to the CABT.

-CM Andrews asked if it was possible to have someone come and do a presentation on the subject or is there a time constraint for a response?

-Mayor DeVille stated no timeline was presented. He can ask if they can come.

-CM Brooks stated that would help her too.

-TM Cooper commented that he has been in the trucking business for 42 years and he stated an 80,000 will kill you and a 90,000 will be the same and the trucks will not be able to stop. He stated there is a business side of this and it is a money issue for weight fines and registration fees. He stated his opinion is this is not a good idea.

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3. Public Participation

- Audience Member, Dale Garlinghouse commented that he attending as a representative of (Area 4), a part of PRC and Is having a hard time in explaining how to address the previous issue of having a presentation by the Town Manager, as discussed earlier in the meeting. He stated he reports to the PRC residents association the happenings at the Town Council meetings.
- VM Sabin stated the original meeting was for PRC Community only. It included the PRC residents association, the Penney Memorial Church, and PRC Administration to explain how they all work together. He explained the Town Manager was invited to speak as well.
- D. Garlinghouse asked if he should recommend having a meeting.
- VM Sabin stated that is one way to get the word out, but really wanted to just present the issue to the Town Council for A future meeting.
- Mayor DeVille suggested to word it as a Meet-N-Greet of the Town Council members and allow them to speak on why they are on the Town Council.
- CM Ryder asked that this program should be organized first.
- D. Garlinghouse stated the PRC association needs to be aware of this coming and not be blind-sided.
- TM Cooper stated this has just been a general discussion and no plans have been made.
- CM Ryder stated that PRC will have to give permission to use Barrows Hall or somewhere for the meeting.
- D. Garlinghouse stated he will mention it in his report.

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-D. Garlinghouse commented on the previous issue of the weight of trucks and stated he doesn't have a clue if the increase is a good idea.

4. Other:

TOWN CLERK: Reminder – Town Council Quarterly Workshop - Friday, May 12, 2023 at 9:00am

- TC Cooper reminded the Town Council to attend the next Quarterly Town Council Workshop scheduled for Friday, May 12, 2023 at 9:00am. She stated there will be a few new items to discuss and their attendance is important. She stated to come prepared with your suggestions for code enforcement issues.
- TC Cooper asked that there is a lot of material coming up for discussions and she asked that if any Town Council member is going to be out of town, please let her know, so she can schedule future meetings.

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-Audience Member, Lynn Wightman asked about the copy of the quarterly building permit report that is listed on the agenda because he was interested?

-TC Cooper stated that if Mr. Wightman would stay after the meeting, she would be happy to be get him a copy and explain it.

-Mayor DeVille asked CM Brooks to re-introduce her grandchildren that were present.

-CM Brooks stated she will start with the youngest, Chloe who is 5 years old and attends Shadowlawn Elementary school; Andrea is 10 years old and also attends Shadowlawn Elementary and is in chorus; and then Lauren is in 7th grade at Lake Asbury Junior High and has been inducted into the Honor Society for all "A"'s since elementary school (audience applause); she also plays the trumpet and has been invited in a band for the summer; she is part of a group of students who help new kids coming up. She stated they keep her busy but she loves to be a grandmother. She also pointed out the children's father, Reggie, and Kimberly, who keeps her in line.

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CORRESPONDENCE: (Location of items – Listed)

March 2023:

1. Copy of Finance Agenda/Meeting Minutes dates March 20, 2023 – Finance Section
2. Copy of CDR Committee Meeting Minutes dated March 14, 2023 – CDR Section
3. Copy of the Shadowlawn Land Management Wildfire Task Force Meeting dated March 3, 2023 – Correspondence Section
4. Copy of the Northeast Florida League of Cities (NEFLC) Dinner Meeting Notice for March 16, 2023 – Correspondence Section
5. Copy of 2023 Florida Power & Light (FPL) Bill Updated – Correspondence Section
6. Copy of Public Service Commission guidelines for 2023 Price Index dated February 17, 2023 – Correspondence Section
7. Copy of the Invitation from the City of Green Cove Springs to attend the 35th Annual River Fest – Correspondence Section
8. Copy of letter from the Clay County Appraisers Office stating the final certification of the 2022 Clay County Assessment Roll – Correspondence Section
9. Copy of the Quarterly Building Permit Report – Building Permit Section

There being no further questions or concerns, a motion for the meeting to adjourn at 7:45pm by VM Sabin; second by CM Andrews. Motion approved without dissent.





Mayor, Thomas E. DeVille, Presiding

ATTEST:



Anita E. Cooper, Town Clerk

ALL INDICATIONS OF ATTACHMENTS TO THE MINUTES ARE ON RECORD IN THE OFFICIAL MINUTES BOOK, OR ON FILE AT THE TOWN HALL. TOWN COUNCIL MEMBERS RECEIVED COPIES OF THE ATTACHMENTS PRIOR TO OR AT THE TIME OF THE TOWN COUNCIL MEETING. A RECORDING WAS MADE OF THESE PROCEEDINGS AND IS ON FILE AT THE TOWN HALL.