



AGENDA WORKSHOP

Regular Meeting Minutes

September 21, 2023
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. Open Meeting

The meeting was called to order at 05:28 PM.

Members Present:

Council Member, Ward I, Seat I Mike Cusack
Council Member, Ward III, Seat I Gavin Hawthorne
Council Member Ward III, Seat II Jeff Snow
Council Member, Ward II, Seat I Marilyn Farrow
Council Member, Ward IV, Seat I Jason Vance
Council Member Ward IV, Seat II Casey Powell

Members Absent:

Council Member Ward II, Seat II Roxanne Meiss
Council Member Ward I, Seat II Matt Jarrett

Members of the Public in Attendance

Shari Sabastiao, Sherry Chapman, Donna Long, Tom Powers, Rev. Matt Dollhausen, Jimmy Messick, Dan and Vickie Powers, John Ellis, Gwen Sachar, Roy Andrews, Cynthia Smith, Pam Mitchell, James Young Jr., Howard Steele, Patsy Lunsford, and Orrin Smith

Staff in Attendance

City Attorney, Alex Andrade
Asst. City Clerk, Melissa Short
Asst. City Clerk, Molly Turnes
IT Systems Analyst, Ashley Johnston
Planning Director, Tim Milstead
Public Works Director, Joe Cook
Events Coordinator, Jay Conrad
Chief of Police, Tony Tindell

2. Invocation

Father Matt Dollhausen,
St. Mary's Episcopal Church

3. Pledge of Allegiance

4. Approval of Agenda

ACTION: Motion to Approve as Amended by Casey Powell; second by Marilyn Farrow;
Motion passed - 6:0

YEAS: Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Jason Vance

NAYS: None

ABSTAIN: None

Item number 2023-1889 was tabled until the October 19th Agenda Workshop.
City Clerk Search Administration Job Description to be added to the Agenda.

5. Recognitions, Proclamations & Awards

Street and Basketball Court Al Brewton Recognition

Item # 2023-1892

Al Brewton Recognition

Council recommended soliciting ideas to memorialize Mr. Al Brewton for the work he did on behalf of the City of Milton.

Council discussed the following ideas for recognition:

Naming a portion of Mary Street

Naming Basketball Court

Naming Council Chambers

A Proclamation and a key to the City.

6. Public Hearings/Meetings

No Public Hearings/Meetings.

7. Invited Speakers

No Persons to Appear.

8. Persons to Appear

No Persons to Appear.

9. Ordinances & Resolutions

Item # 2023-1937

Ordinance #1990-23 RMD Pension

ACTION: Motion to Approve by Jeff Snow; second by Mike Cusack;

Motion passed - 6:0

YEAS: Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Jason Vance

NAYS: None

ABSTAIN: None

10. City of Milton Events

Item # 2023-1932

SEPA / OAFA: Santa Rosa County Veteran's Day Parade and Ceremony
(11/11/23)

ACTION: Motion to Approve by Jeff Snow; second
by Gavin Hawthorne;
Motion passed - 5:0
YEAS: Casey Powell, Mike Cusack, Gavin
Hawthorne, Jeff Snow, Jason Vance
NAYS: None
ABSTAIN: None

Events Coordinator, Jay Conrad reported to the Council.
Public input concerning a. SEPA / OAFA: Santa Rosa County
Veteran's Day Parade and Ceremony (11/11/23) was provided
by: Tom Powers
Councilwoman Marylynn Farrow was absent from this vote.

Item # 2023-1933

SEPA: Christmas Lighted Boat Parade (12/1/23)

ACTION: Motion to Approve by Jeff Snow; second
by Jason Vance;
Motion passed - 6:0
YEAS: Casey Powell, Marylynn Farrow, Mike
Cusack, Gavin Hawthorne, Jeff Snow,
Jason Vance
NAYS: None
ABSTAIN: Heather Lindsay

Events Coordinator, Jay Conrad reported to the Council.

Item # 2023-1934

SEPA / OAFA: Milton Christmas Parade (12/2/23)

ACTION: Motion to Approve by Jeff Snow; second
by Mike Cusack;
Motion passed - 6:0
YEAS: Casey Powell, Marylynn Farrow, Mike
Cusack, Gavin Hawthorne, Jeff Snow,
Jason Vance
NAYS: None
ABSTAIN: None

Events Coordinator, Jay Conrad reported to the Council.

Item # 2023-1935

SEPA: Milton's Blackwater Food Truck Festival - Spring (3/9/24)

ACTION: Motion to Approve by Casey Powell;
second by Gavin Hawthorne;
Motion passed - 6:0

YEAS: Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Jason Vance

NAYS: None

ABSTAIN: None

Events Coordinator, Jay Conrad reported to the Council.

11. Finance, Planning Board

Councilman Cusack reported to the Council.

12. Administration, Emerald Coast Regional Council

Item # 2023-1889

Bid Opening for RFP 2023.17 City of Milton Executive Search Firm (City Manager)

1. Item 2023-1889 Bid Opening RFP City of Milton Executive Search Firm was TABLED to the October 19, 2023 Agenda Workshop.

2. Job Description for the City Clerk- Motion to move forward to Executive Committee Meeting

ACTION: Motion to Approve by Casey Powell;
second by Mike Cusack;
Motion passed - 6:0

YEAS: Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Jason Vance

NAYS: None

ABSTAIN: None

- City Clerk Job Search/ Process for Hiring was discussed with the following guidance:
 - City Manager and HR Coordinator to vet resumes once job ad is closed
 - Give short list to Council
 - Put on Agenda Workshop

3. Scott Collins Contract - Council discussed the executed contract with the start date of October 2, 2023 for Mr. Collins. Public input concerning Scott Collins Contract was provided by: Pam Mitchell, Howard Steele, Jerry Mitchell

Item # 2023-1893

Recommended Pay Increase For IT - City Clerk Duties

ACTION: Motion to Approve by Jeff Snow; second
by Gavin Hawthorne;
Motion passed - 6:0

YEAS: Casey Powell, Marilynn Farrow, Mike
Cusack, Gavin Hawthorne, Jeff Snow,
Jason Vance

NAYS: None

ABSTAIN: None

Public input concerning b. Recommended Pay Increase For IT -
City Clerk Duties was provided by: Cynthia Smith, Pam Mitchell,
Cassie Powell

Attorney Andrade to follow up on pay increases for union
employees with interim City Clerk duties.

13. Parks & Recreation, Community Improvement Board

Councilman Gavin Hawthorne reported to the Council.

Public input concerning 13. Parks & Recreation, Community Improvement Board
was provided by: Cassie Powell

14. LEAP

No Report.

15. Board of Adjustments

No Report.

16. Historic Preservation Board, Transportation Planning Organization

Item # 2023-1901

Local Historic Resource proposed addition to UDC - Sections 11.4 & 11.5

ACTION: Motion to Retain the UDC as it Stands with
Existing Sections 11.4 and 11.5 by
Marilynn Farrow; second by Mike Cusack;
Motion passed - 3:3

YEAS: Marilynn Farrow, Mike Cusack, Jason
Vance

NAYS: Casey Powell, Gavin Hawthorne, Jeff
Snow

ABSTAIN: None

*****Mayor Heather Lindsay voted yes do to a tie vote.**

Planning Director, Tim Milstead reported to the Council
Historic Preservation Board Chairman, John Ellis reported to Council
Milton Planning Board Member, Jimmy Messick reported to Council

Public input concerning a. Local Historic Resource proposed addition to UDC - Sections 11.4 & 11.5 was provided by: Robert Leek, Sherry Chapman, Cindea Booth,

7:23 PM Recess

7:31 PM Reconvene

17. Growth, Development & Annexation, Tourist Development Council

No Report

Item # 2023-1936

Proposed rezoning of 11.5 acres - Vanity Fair Rd.

ACTION:	Motion to Approve by Jeff Snow; second by Mike Cusack; Motion passed - 6:0
YEAS:	Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Jason Vance
NAYS:	None
ABSTAIN:	None

Planning Director, Tim Milstead presented to Council.

18. Public Works

Item # 2023-1895

Purchase of the Webster Property on Richardson St

ACTION:	Motion to Approve by Casey Powell; second by Jeff Snow; Motion passed - 6:0
YEAS:	Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Jason Vance
NAYS:	None
ABSTAIN:	None

Public Works Director, Joe Cook reported to the Council.

Item # 2023-1896

Developers Agreement for The Grove at Berryhill Subdivision

ACTION: Motion to Approve by Jeff Snow; second by Casey Powell;
Motion passed - 6:0

YEAS: Casey Powell, Marilynn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Jason Vance

NAYS: None

ABSTAIN: None

Public Works Director, Joe Cook reported to the Council.

Item # 2023-1897

Task Order for Spray Field on New Property for WWTP

ACTION: Motion to Approve by Jeff Snow; second by Casey Powell;
Motion passed - 6:0

YEAS: Casey Powell, Marilynn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Jason Vance

NAYS: None

ABSTAIN: None

Public Works Director, Joe Cook reported to the Council.

Public input concerning c. Task Order for Spray Field on New Property for WWTP was provided by: Pam Mitchell,

Item # 2023-1898

Emergency Purchase of Pipe Bursting Project for Park Avenue

ACTION: Motion to Approve by Casey Powell; second by Mike Cusack;
Motion passed - 6:0

YEAS: Casey Powell, Marilynn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Jason Vance

NAYS: None

ABSTAIN: None

Public Works Director, Joe Cook reported to the Council.

Item # 2023-1899

Negotiation for RFP 2023.11 Engineer Services for Russell Harbor Park

ACTION: Motion to Approve by Casey Powell; second by Marilynn Farrow;

YEAS: Motion passed - 6:0
Casey Powell, Marilyn Farrow, Mike
Cusack, Gavin Hawthorne, Jeff Snow,
Jason Vance

NAYS: None

ABSTAIN: None

Public Works Director, Joe Cook reported to the Council.

Item # 2023-1900

Bid Opening for RFP 2023.09 Professional Appraisal Services WWTP

ACTION: Motion to Approve by Casey Powell;
second by Gavin Hawthorne;
Motion passed - 6:0

YEAS: Casey Powell, Marilyn Farrow, Mike
Cusack, Gavin Hawthorne, Jeff Snow,
Jason Vance

NAYS: None

ABSTAIN: None

Public Works Director, Joe Cook reported to the Council.

Item # 2023-1902

Wastewater Interconnectivity Highway 87 S.

ACTION: Motion to Approve by Casey Powell;
second by Marilyn Farrow;
Motion passed - 6:0

YEAS: Casey Powell, Marilyn Farrow, Mike
Cusack, Gavin Hawthorne, Jeff Snow,
Jason Vance

NAYS: None

ABSTAIN: None

Public Works Director, Joe Cook reported to the Council.

19. Mayor Report: Public Safety, Ordinance Committee

Item # 2023-1890

Facing Fentanyl Discussion

ACTION: Motion to Approve by Mike Cusack;
second by Casey Powell;
Motion passed - 6:0

YEAS: Casey Powell, Marilyn Farrow, Mike
Cusack, Gavin Hawthorne, Jeff Snow,
Jason Vance

NAYS: None

ABSTAIN: None

Public input concerning a. Facing Fentanyl Discussion was provided by: Riley Wayne Perantoni, Cynthia Smith & Sherry Chapman.

Council approved the city to obtain quotes for the price of brochures and place a link on the city website for the Oct 2, 2023 Executive Committee Meeting.

Mayor Lindsay will draft a Resolution.

Item # 2023-1891

Review of Policy for Comments to Press

Chief Tindell reported to Council that the City of Milton already has a policy in place for staff.

Public input concerning b. Review of Policy for Comments to Press was provided by: Shari Sabastiao, Pam Mitchell, Ken Garner, David Farrow,

20. City Manager's Report

Chief Tindell reported to Council.

21. Public Input

No Person's to Appear.

22. Adjournment

The meeting adjourned at 08:44 PM.