



AGENDA WORKSHOP Regular Meeting Minutes

October 19, 2023
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. Open Meeting

The meeting was called to order at 05:34 PM.

Members Present:

Council Member, Ward I, Seat I Mike Cusack
Council Member, Ward III, Seat I Gavin Hawthorne
Council Member, Ward II, Seat I Marilyn Farrow
Council Member Ward II, Seat II Roxanne Meiss
Council Member Ward IV, Seat II Casey Powell
Council Member Ward III, Seat II Jeff Snow
Council Member Ward I, Seat II Matt Jarrett

Members Absent:

Council Member, Ward IV, Seat I Jason Vance

Members of the Public in Attendance

Patsy Lunsford, Sherry Chapman, Donna Long, Mary Johnson, Reni Johnmeyer, Shari Sebastiao, Cindy Hall, Vernon Compton, David Sample, Pam Mitchell, Jerry Mitchell, Jean Sample, Gwen Sachar, Tom Powers, Jimmy Messick, Pamela Murfey, Louis Biernesser, Vicki Mullins, Dan Mullins, Vera Cooper, Desi Lee, Emily Hamilton, Larry Brewton, Myra Ewing, Tim Brewton, Cassandra Sharp, Theresa Messick, Cindea Booth, Robert Leek, and Howard Steele

Staff in Attendance

City Manager, Scott Collins
City Attorney, Alex Andrade
Interim City Clerk, Molly Turnes
Interim City Clerk, Melissa Short
IT Systems Analyst, Hunter Green
Planning Director, Tim Milstead
Public Works Director, Joe Cook
Events Coordinator, Jay Conrad
Chief of Police, Tony Tindell

2. Invocation

Item # 2023-1947
Chief Sky Horse

3. Pledge of Allegiance

4. Approval of Agenda

ACTION: Motion to Approve as Amended by Jeff Snow; second by Matt Jarrett;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne

NAYS: None

ABSTAIN: None

Mayor Heather Lindsay moved Al Brewton Discussion after Section 10: City of Milton Events.

Councilwoman Marlynn Farrow added discussion of a stop sign to be placed at Jones and Henry Street under Section 18. Public Works. Additionally, Councilwoman Farrow added naming the month of November Military and Veterans Month.

City Manager, Scott Collins read a statement from Councilman Vance in regards to Councilman Vance moving out of the city limits.

5. Recognitions, Proclamations & Awards

No Recognitions, Proclamations & Awards.

6. Public Hearings/Meetings

No Public Hearings/Meetings.

7. Invited Speakers

No Invited Speakers.

8. Persons to Appear

Persons to appear by: Pam Mitchell, Lauren Cooper, Tom Powers, and David Samples

9. Ordinances & Resolutions

No Ordinances & Resolutions.

10. City of Milton Events

Item # 2023-1938

SEPA: St. Mary's Winterfest 2023 (12/01 and 12/02/2023)

ACTION: Motion to Approve by Mike Cusack; second by Jeff Snow;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne

NAYS: None

ABSTAIN: None

Events Coordinator, Jay Conrad reported to the Council.

Item # 2023-2025

SEPA: DoNot Stop 5K

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

Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne

NAYS: None

ABSTAIN: None

Events Coordinator, Jay Conrad, reported to the Council.

Al Brewton Recognition was moved after this item.

11. Finance, Planning Board

No Report.

12. Administration, Emerald Coast Regional Council

ACTION: Motion to Approve by Marilynn Farrow; second by Gavin Hawthorne;

Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne

NAYS: None

ABSTAIN: None

Councilwoman Farrow added item to the agenda to have the month of November named Military and Veterans Month.

Item # 2023-1889

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

ACTION: Motion to Approve by Marilynn Farrow; second by Mike Cusack;

Motion passed - 6:0

YEAS: Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne

NAYS: None

ABSTAIN: None

Council agreed to reject bid/ proposals for Milton Executive Search Firm (City Manager head hunter)

Item # 2023-2020

Staff Contract Severance Clauses

City Manager Scott Collins reported to Council.

Item will not move forward to Executive Committee meeting.

13. Parks & Recreation, Community Improvement Board

Councilman Gavin Hawthorne reported to Council.

14. LEAP

No report

15. Board of Adjustments

No report

16. Historic Preservation Board, Transportation Planning Organization

No report.

Item # 2023-1901

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

ACTION: Motion to Approve by Roxanne Meiss;
second by Jeff Snow;

Motion passed - 5:2

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Gavin Hawthorne

NAYS: Mike Cusack, Marilynn Farrow

ABSTAIN: None

Councilwoman Meiss reported to the Council.

Public input concerning a. Local Historic Resource proposed addition to UDC - Sections 11.4 & 11.5 was provided by: Cindea Booth, Jimmy Messick (Milton Planning Board), Sherry Chapman, Vernon Compton, Cassandra Sharp, Tom Powers, Howard Steele, Reni Johnmeyer, and Howard Steele

Councilwoman Farrow read an ordinance on property rights.

17. Growth, Development & Annexation, Tourist Development Council

7:06 Recess

7:17 Reconvene

Item # 2023-2026

KSRB Butterfly House Vivarium Project - Stormwater Request

ACTION: Motion to Amend and Approve by Jeff
Snow; second by Matt Jarrett;

Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilynn
Farrow, Gavin Hawthorne

NAYS: None

ABSTAIN: None

Planning Director Tim Milstead reported to Council.
Public input concerning a. KSRB Butterfly House Vivarium
Project - Stormwater Request was provided by: Vernon Compton
and Sherry Chapman

Motion to amend previous resolution to - not to exceed 6 months
CO - subject to County approval

18. Public Works

Item # 2023-2023

Negotiation for RFP 2023.10 Engineer Services for Locklin Lake

Public Works Director, Joe Cook, provided an update to Council.
The City is in the 3rd round of negotiations for the engineering for
the project.

Item # 2023-2024

Bid Opening for RFP 2023.08 Engineer Services Decommission of Wastewater
Treatment Plant

ACTION: Motion to Approve by Casey Powell;
second by Gavin Hawthorne;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilynn
Farrow, Gavin Hawthorne

NAYS: None

ABSTAIN: None

Item # 2023-2027

Purchase of land off of Jeff Ates Rd

ACTION: Motion to Approve purchase of land off of jeff ates
rd by Casey Powell; second by Matt Jarrett;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilynn
Farrow, Gavin Hawthorne

NAYS: None

ABSTAIN: None

**Public Works Director Joe Cook presented to Council
Public input concerning c. Purchase of land off of Jeff Ates
Rd was provided by: David Samples**

ACTION: Motion to Approve Stop Sign at Jones &
Henry Streets by Marilyn Farrow; second
by Jeff Snow;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilyn
Farrow, Gavin Hawthorne

NAYS: None

ABSTAIN: None

**Additional Item brought forward by Councilwoman Farrow -
Public Input request - Add a stop sign at Jones and Henry
Street**

19. Mayor Report: Public Safety, Ordinance Committee

Item # 2023-1892
Al Brewton Recognition

ACTION: Motion to Approve by Mike Cusack; second
by Casey Powell;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilyn
Farrow, Gavin Hawthorne

NAYS: None

ABSTAIN: None

Family member, Larry Brewton, suggested naming the Council
Chambers after him.
Councilman Snow suggested naming the Public Input portion of
the agenda, The Al Brewton Public Input.
Public input concerning a. Al Brewton Recognition was provided
by: Theresa Messick

Council unanimously voted to name the council chambers, "The
Al Brewton Council Chambers".

Item # 2023-1890
Facing Fentanyl, Suicide Awareness & Mental Health Awareness Discussion

ACTION: Motion to Approve by Marilyn Farrow;
second by Jeff Snow;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilyn
Farrow, Gavin Hawthorne

NAYS: None

ABSTAIN: None

Item # 2023-2028

Milton Garden Club - Blue Star & Gold Star Memorial Markers

ACTION: Motion to Approve by Jeff Snow; second by
Matt Jarrett;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilyn
Farrow, Gavin Hawthorne

NAYS: None

ABSTAIN: None

20. City Manager's Report

Item # 2023-2021

WWTP Update

City Manager Scott Collins reported to the Council.
Mr. Collins indicated that the FDEP Permit should be issued
early January to mid January.

Councilman Jeff Snow was excused at 7:48 p.m.

Item # 2023-2022

City Clerk Position Update

City Manager Scott Collins reported to the Council.

Mr. Collins discussed Board Appointments and expiration of
terms. Notify board members and go before Council for
reappointment 45 days prior to exp.of term.

City Manager Scott Collins gave council an update on the City
Clerk position.

Public input concerning b. City Clerk Position Update was
provided by: Steve Dobbs

21. Public Input

Public Input provided by : Shari Sebastiao, Cindea Booth, Pam Mitchell, Vernon
Compton, Reni Johnmeyer, Howard Steele, Robert Leek, and Rhonda Chavers

22. Adjournment

The meeting adjourned at 08:33 PM.