



CITY COUNCIL
Regular Meeting Minutes

August 13, 2024
6:30 PM
6738 Dixon Street
Milton, FL 32570

1. Open Meeting

The meeting was called to order at 06:30 PM.

Members Present:

Council Member, Ward II, Seat I Marilyn Farrow
Council Member, Ward III, Seat I Gavin Hawthorne
Council Member, Ward I, Seat I Mike Cusack
Council Member Ward IV, Seat II Casey Powell
Council Member Ward III, Seat II Jeff Snow
Council Member, Ward 4, Seat I Shari Sebastiao
Council Member Ward I, Seat II Matt Jarrett
Council Member Ward II, Seat II Roxanne Meiss
Mayor Heather Lindsay

Members Absent:

Members of the Public in Attendance

Donna Long, Vernon Compton, David Farrow, Troy Spodlin, Vera Cooper, Sherry Chapman, Pam Mitchell, Jerry Mitchell, Gwen Sachar, James Owens, Tom Powers, Theresa Messick, Robert Leek, Jimmy Messick, Lauren Odgers, Teresa Harris, Larry McKee, Tracy Hamilton, Ashley Fretwell, Carol Rich

Staff in Attendance

Assistant City Manager, Ed Spears
City Attorney, Alex Andrade
City Clerk, Molly Turnes
IT Systems Analyst, Ashley Johnston
Public Information Officer, Bethany Anderson
Planning Director, Tim Milstead
Public Works Director, Joe Cook
Events Coordinator, Jay Conrad
Chief of Police, Tony Tindell
Budget Coordinator, Laura McDill

2. Invocation & Pledge of Allegiance

Troy Spradlin
Margaret Street Church of Christ

3. Approval of Minutes

Item # 2024-2617

July 9, 2024 Regular Council Meeting Minutes

ACTION: Motion to Approve with correction 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

Correction to the July 9, 2024 meeting minutes:
Change Section 14. to architectural standards instead of
requirements

4. Approval of Agenda

ACTION: Motion to Approve by Gavin Hawthorne; second by Marilynn
Farrow;
Motion passed - 7:0

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

NAYS: None

ABSTAIN: None

5. Public Announcements, Awards, Proclamations & Recognitions

Item # 2024-2660

Moment of Silence for Former Mayor Mapoles
(Moment of silence)

Item # 2024-2661

Public Announcement: Early Voting & Primary Election

Tappie Villane reported to Council in regard to the primary
election, upcoming general election and voting precincts.

6. Public Hearings

No Public Hearing

7. Invited Speakers

No Invited Speakers

8. Persons to Appear

Public input was provided by: Pam Mitchell, Larry McKee, Cassandra Sharp, Theresa Messick, Lauren Odgers, Cynthia Smith, Sherry Chapman

9. Ordinances & Resolutions

Item # 2024-2590

Ordinance #13-24 Amending Section 2-32 MEETINGS; Public Input, Agenda Content & Decorum **2nd Reading**

ACTION:	Motion to Approve by Jeff Snow; second by Casey Powell; Motion passed - 5:2
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Gavin Hawthorne
NAYS:	Mike Cusack, Marilynn Farrow
ABSTAIN:	None

City Attorney Alex Andrade read Ordinance 13-24 into record

Item # 2024-2622

Ordinance #15-24 Dogwood Drive Voluntary Annexation Petition **1st Reading**

ACTION:	Motion to Approve by Matt Jarrett; second by Casey Powell; Motion passed - 8:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

City Attorney Alex Andrade read Ordinance 15-24 into record
Planning Director Tim Milstead reported to council

Item # 2024-2667

Resolution #2024-30 Nominating a Member to the RESTORE Council

ACTION:	Motion to Approve by Jeff Snow; second by Shari Sebastiao; Motion passed - 8:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn

Farrow, Gavin Hawthorne, Shari
Sebastiao

NAYS: None

ABSTAIN: None

City Attorney Alex Andrade read Resolution 2024-30 into
record

Item # 2024-2676

Resolution #2024-31 Budget Amendment

ACTION: Motion to Approve by Casey Powell;
second by Matt Jarrett;
Motion passed - 8:0

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

NAYS: None

ABSTAIN: None

City Attorney Alex Andrade read Resolution 2024-31 into
record

10. City of Milton Events

No Report

11. Public Information Officer Report

PIO Bethany Anderson reported to Council

12. Planning Board

No Report

13. Administration, Emerald Coast Regional Council

Item # 2024-2662

Emerald Coast Regional Council - Reports

Councilwoman Farrow reported to Council

Item # 2024-2441

Milton Planning Board - (1) Expiring Term (**action item**)

Jimmy Messick was reappointed (Ward IV appointment)

Item # 2024-2681

Milton Planning Board (Mayor At-Large) Vacancy (**action item**)

Amber Leek was reappointed (Mayor At-Large)

Item # 2024-2623

Revised Budget Calendar (**discussion item**)

ACTION:	Motion to Approve by Shari Sebastiao; second by Marilynn Farrow; Motion passed - 8:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

The Budget Calendar was revised due to a conflict with the Public Hearing for the tentative budget on September 5th, moving it to the 3rd.

Item # 2024-2666

Travel Request for Budget Coordinator (**action item**)

ACTION:	Motion to Approve by Jeff Snow; second by Shari Sebastiao; Motion passed - 8:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

Item # 2024-2675

Travel Request for Krystle Nowlin -2024 CJIS Annual Training
Symposium (**action item**)

ACTION:	Motion to Approve by Marilynn Farrow; second by Shari Sebastiao; Motion passed - 8:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

Item # 2024-2610

City Policy: Workplace Violence (**action item**)

ACTION:	Motion to Approve by Jeff Snow; second by Matt Jarrett; Motion passed - 8:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

Assistant Manager Ed Spears reported to council

Item # 2024-2674

2024-2025 Benefits Renewal (**action item**)

ACTION:	Motion to Approve by Jeff Snow; second by Shari Sebastiao; Motion passed - 8:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

14. Parks & Recreation, Community Improvement Board

Councilman Hawthorne reported to council

Item # 2024-2655

Community Center Flooring (**action item**)

ACTION:	Motion to Approve by Gavin Hawthorne; second by Matt Jarrett; Motion passed - 8:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

Parks & Rec Director John Norton reported to council

Item # 2024-2665

O.K. Matthews Tennis Complex Improvements Project (**action item**)

ACTION:	Motion to Approve by Jeff Snow; second by Gavin Hawthorne; Motion passed - 8:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

Parks & Rec Director John Norton reported to council.

15. LEAP

No Report

16. Board of Adjustments

No Report

17. Historic Preservation Board, Transportation Planning Organization

Councilwoman Meiss reported to Council

Item # 2024-2669

Downtown Lamppost Historic Markers (**action item**)

ACTION:	Motion to Approve by Jeff Snow; second by Roxanne Meiss; Motion passed - 8:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

Planning Director Tim Milstead reported to council

18. Growth, Development & Annexation, Tourist Development Council

Snow reported to council

Item # 2024-2670

Residential Facade Improvement Grant Program Request - Tom Powers
(**action item**)

ACTION: Motion to Approve by Jeff Snow; second by Shari Sebastiao;
Motion passed - 8:0

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

NAYS: None

ABSTAIN: None

Tim Milstead reported to council

19. Finance, Public Works

Item # 2024-2609

Warren Averett - Financial Auditor (**action item**)

ACTION: Motion to Approve by Casey Powell; second by Gavin Hawthorne;
Motion passed - 8:0

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

NAYS: None

ABSTAIN: None

Extend contract for 1 additional year in order to complete the RFP process. Cost remains the same \$58,000 City Audit and \$5,000 for CRA

Item # 2024-2614

Design of the Slow-rate Land Application Systems on the 80-acres (**action item**)

ACTION: Motion to Approve by Casey Powell; second by Jeff Snow;
Motion passed - 8:0

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

NAYS: None

ABSTAIN: None

Design and permitting cost \$105,652

Item # 2024-2615

Gator Boring - Change Order #3 - Effluent Pipeline (**action item**)

ACTION: Motion to Approve by Jeff Snow; second
by Gavin Hawthorne;
Motion passed - 7:1
YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Marilynn Farrow, Gavin
Hawthorne, Shari Sebastiao
NAYS: Mike Cusack
ABSTAIN: None

Item # 2024-2664

Negotiation Proposal - RFP 2023.20 Engineer Services for the Richardson
Street Pond Drainage Improvements Project (**action item**)

ACTION: Motion to Approve by Jeff Snow; second
by Shari Sebastiao;
Motion passed - 8:0
YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilynn
Farrow, Gavin Hawthorne, Shari
Sebastiao
NAYS: None
ABSTAIN: None

KHA Civil Engineers

Negotiation Proposal - RFP 2023.21 Engineer Services for the Natural Gas
Distribution Infrastructure Project (**action item**)

ACTION: Motion to Approve by Jeff Snow; second
by Shari Sebastiao;
Motion passed - 8:0
YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilynn
Farrow, Gavin Hawthorne, Shari
Sebastiao
NAYS: None
ABSTAIN: None

MAI Engineering Services - Design & Permitting

FL Gas Utilities - Project Management (option 2 - membership)

20. Mayor Report: Public Safety, Ordinance Committee

Item # 2024-2612

SRCSO Narcotics Task Force Letter (**action item**)

ACTION:	Motion to Approve by Casey Powell; second by Gavin Hawthorne; Motion passed - 7:0
YEAS:	Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

Item # 2024-2677

Speeding - Caroline, Dogwood & Stewart Streets (**discussion item**)

Mayor Lindsay reported to council and shared a citizen complaint in regard to the speeding issue on Caroline, Dogwood & Stewart Streets.

21. City Attorney's Report

City Attorney Alex Andrade spoke to council on submitting a proposal for adjusting the hourly rates for legal services.

22. City Manager's Business

Item # 2024-2653

City Manager Contract (**action item**)

ACTION:	Motion to Approve by Jeff Snow; second by Shari Sebastiao; Motion passed - 8:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

Assistant City Manager, Ed Spears, Council and the City Attorney discussed the contract.

Public input was provided by: Lauren Odgers

Item # 2024-2654

Use of City Seal (**discussion item**)

Assistant City Manager Ed Spears reported to council.
Additionally, Mr. Spears spoke on the failure of a well that
required an emergency repair in the amount of \$58,705.35.

23. Public Input

Public input was provided by: Pam Mitchell, Jerry Mitchell

24. Adjournment

The meeting adjourned at 08:27 PM.

Mayor

Date

City Clerk

Date