

**CITY OF WILLISTON, FLORIDA  
CITY COUNCIL MEETING  
AGENDA**

DATE: TUESDAY, NOVEMBER 5, 2019  
TIME: 6:00 P.M.  
PLACE: WILLISTON CITY COUNCIL ROOM

CALL TO ORDER

ROLL CALL

MEMBERS:

Mayor Jerry Robinson  
President Nancy Wininger  
Vice-President Marguerite Robinson  
Councilman Charles Goodman  
Councilman Justin Head  
Councilman Elihu Ross

OTHERS:

City Manager Scott Lippmann  
City Clerk Latricia Wright  
City Attorney Fred Koberlein

OPENING PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG

ITEM – 1 – ADDITIONS, DELETIONS, CHANGES AND APPROVAL OF THE AGENDA

ITEM – 2 – PUBLIC PARTICIPATION

ITEM – 3 – PROCLAMATION RECOGNIZING THE R. GERALD HEATHCOAT  
COMMUNITY CENTER

ITEM – 4 – MAYOR’S STUDENT OF THE MONTH

ITEM – 5 – CONSENT AGENDA

- A. MINUTES: OCTOBER 8, 2019 REGULAR CITY COUNCIL MEETING (4-7)
- B. RESOLUTION 2019-62 AUTHORIZING THE EXECUTION OF AN APPLICATION  
FOR FEDERAL ASSISTANCE TO ASSIST THE CITY OF WILLISTON  
CONSTRUCTION OF AN ANIMAL SHELTER (8-12)

ITEM – 6 – OLD BUSINESS

- A. STAFF AND BOARD UPDATES
  - STREET PAVING – CJ ZIMOSKI
- B. DISCUSSION WITH POSSIBLE ACTION: REVIEW OF THE CITY MANAGER’S  
CONTRACT
- C. DISCUSSION WITH POSSIBLE ACTION: OPIOID CRISIS – COUNCIL  
PRESIDENT

CITY OF WILLISTON, FLORIDA  
CITY COUNCIL MEETING

ITEM – 7 – NEW BUSINESS

- REVIEW OF THE PAST CITY CLERK SALARY-COUNCILMAN GOODMAN
- RESOLUTION 2019-61:DECLARING FREDERICK PROPERTY SURPLUS-CITY MANAGER (13-14)

ITEM – 8 – PUBLIC PARTICIPATION

ITEM – 9 – ANNOUNCEMENTS

ITEM – 10 – ADJOURNMENT

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Council Meeting Procedures for members of the Public

1. All cell phones to be turned off when entering the Council Chambers;
  2. Once the audience has taken their seat and the meeting begins, there will be no talking between audience members during the course of the Council meeting. If anyone continues to talk within the audience and is called down 3 times during the course of the meeting, on the third time that person will be escorted out of the Council meeting;
  3. The audience must be recognized by the President before being allowed to address the Council;
  4. The member of the audience that is recognized will proceed to the podium, state their name and then proceed with their comments;
  5. The audience member will be limited to not more than 5 minutes to speak based on Resolution 2003-14;
  6. There will be no personal attacks made by any member in the audience toward a sitting Councilperson, and likewise for any sitting Councilperson;
  7. There will be no conversation between a member of the audience that has been recognized and any other member of the audience when speaking while at the podium;
  8. If an audience member wants to speak more than the allotted 5 minutes allowed then that person should make a request to City Hall so that the item may be placed on the agenda.
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CITY OF WILLISTON, FLORIDA  
CITY COUNCIL MEETING

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In accordance with Section 286.0105, Florida Statutes, notice is given that if a person wishes to appeal a decision made by the City Council with respect to any matter considered at this meeting they will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is based.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Mayor through the City Clerk's office no later than 5:00 P.M. on the day prior to the meeting.

**CITY OF WILLISTON, FLORIDA  
CITY COUNCIL MEETING  
MINUTES**

DATE: TUESDAY, OCTOBER 22, 2019  
TIME: 6:00 P.M.  
PLACE: WILLISTON CITY COUNCIL ROOM

CALL TO ORDER

ROLL CALL

MEMBERS:

Mayor Jerry Robinson  
President Nancy Wininger  
Vice-President Marguerite Robinson  
Councilman Charles Goodman  
Councilman Justin Head  
Councilman Elihu Ross

OTHERS:

City Manager Scott Lippmann  
City Clerk Latricia Wright  
City Attorney Fred Koberlein

OPENING PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG

Mayor Robinson led in prayer and the Pledge of Allegiance to the American Flag.

ITEM – 1 – ADDITIONS, DELETIONS, CHANGES AND APPROVAL OF THE AGENDA

Vice President Robinson moved to approve the Agenda. Councilman Head seconded. By show of hands motion carried 5-0.

ITEM – 2 – PUBLIC PARTICIPATION

Pastor Gates expressed his concerns about the Williston Police Department monitoring residents that live on the East side of Williston. Pastor Gates stated he has 9 different photos of the Police sitting at Alice Place and the old Middle School watching the residents that live on the East side. President Wininger informed Pastor Gates that the City Charter states the Council is not over the Police and Fire Department, and this is something he needs to take up with the Mayor.

ITEM – 3 – CONSENT AGENDA

- A. MINUTES: OCTOBER 8, 2019 REGULAR CITY COUNCIL MEETING
- B. RESOLUTION 2019-57 AUTHORIZING THE SALARY INCREASE FOR CITY EMPLOYEES
- C. RESOLUTION 2019-58 APPROVING AN EXTENSION OF FINAL PLAT APPROVAL FOR 6 MONTHS FOR THE STONEWALL SUBDIVISION.
- D. APPROVAL OF PURCHASE ORDER FOR MATERIALS RELATED TO THE B&G GAS PROJECT

Vice President Robinson moved to approve the Consent Agenda. Councilman Head seconded. By show of hands motion carried 5-0.

ITEM – 4 – OLD BUSINESS

CITY OF WILLISTON, FLORIDA  
CITY COUNCIL MEETING

A. STAFF AND BOARD UPDATE

- PUBLIC WORKS REPORT - City Manager Lippmann gave an update on the Public Works report. Councilman Head asked is the report presented a recap for the last twelve months. City Manager Lippmann replied yes.
  - LEVY COUNTY FAIR LEASE- City Manager advised the Council the City Attorney is researching for the correct document (Lease vs License) for the Levy County Fair. The City Manager stated if the document is not worded correctly the group may not be able to receive the grant they are applying for. Attorney Koberlein chimed in and stated it's more difficult to term a Lease than a License.
  - OPIOID CRISIS FEDERAL LITIGATION- CITY ATTORNEY - City Attorney Koberlein advised the Council of the Opioid Crisis that is in litigation. Attorney Koberlein stated that there is a Multi-District federal class action suit that has been going on for a couple of years and the City need to make a decision if they want to be a part of this class or if they would like to remove themselves from the class. President Wininger asked to discuss this at the next meeting with possible action after the City receive updates.
  - KEN SCHWIEBERT - Dr. Schwiebert updated the Council on the project that the CRA have planned for the coming year. Dr. Schwiebert advised the Council that the Veteran's Memorial is near completion and there are 25 bricks he will be installing before Veteran's Day. Dr. Schwiebert also invited everyone to come out to the Stetsons and Starlight dance on November 8<sup>th</sup> that the CRA will be hosting.
  - DEBRA JONES – Mrs. Jones gave a brief update on the Planning and Zoning Commission. Mrs. Jones stated they are looking for members to fill the two vacancy spot on the Commission and they plan on having a Workshop in the future to educate people on what the Planning and Zoning Commission does.
- B. REVIEW OF THE CITY MANAGER'S CONTRACT - President Wininger started the discussion regarding the City Manager's Contract and asked the Council had anyone came up with a draft of what they wanted to see revised on the City Manager's contract. Councilman Goodman stated he just wanted some clarity of the City Manager's contract. After much discussion the Council came up with the following that were concerns: Term, Salary Adjustment and Severability Clause, which they will discuss at next meeting.

CITY OF WILLISTON, FLORIDA  
CITY COUNCIL MEETING

ITEM – 6 – NEW BUSINESS

- A. RESOLUTION 2019-59 PURCHASE OF PATRICK PROPERTY IN BLOCK 12 – City Planner Gorman discussed briefly the agreement with Mr. Patrick for the purchase of his property located at 35 NE 1<sup>st</sup> Ave. City Planner Gorman stated Mr. Patrick has agreed to sell his property to the City. Councilman Head moved to approved Resolution 2019-59 Purchase of Patrick Property in Block 12. Vice President Robinson seconded. By show of hands motion carried 5-0.
- B. DISCUSSION WITH POSSIBLE ACTION: COMMUNITY CENTER – Mayor Robinson proposed that the City Hall Community Center be renamed to the R. Gerald Hethcoat Community Center. Council was in agreeance with Mayor Robinson. At the next meeting Mayor Robinson will have a Proclamation renaming the Community Center to the R. Gerald Hethcoat Community Center.
- C. DISCUSSION WITH POSSIBLE ACTION: HR POSITION - Mayor Robinson discussed the duties of a Human Resource Manager. Mayor Robinson stated that the City Manager doesn't have time to do the HR duties and his recommendation is that we hire someone that has HR experience
- D. DISCUSSION WITH POSSIBLE ACTION: CUSTOMER SERVICE PERSONNEL - Mayor Robinson discussed hiring another person or two to help out at the customer service counter. City Manager Lippmann told the Council he's looking into hiring someone to help at the counter. City Clerk Latricia Wright told the Council she has been in touch with Career Source (aka Workforce) but due to the criterial the City requires, they have been unable to find any candidates to meet those standards.

ITEM – 7 – PUBLIC PARTICIPATION - Police Department Administrative Assistant Brooke Willis told the Council she has an issue with her Insurance which is provided by the City. Mrs. Willis stated she was told that the only part of the Insurance that was going up was the Dental and she's very upset to find out that her Health Insurance for her family went up as well. Council asked City Clerk Latricia Wright to look into this situation.

ITEM – 8 – ANNOUNCEMENTS- None

ITEM – 9 – ADJOURNMENT – Meeting adjourned at 9:01 p.m.

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CITY OF WILLISTON, FLORIDA  
CITY COUNCIL MEETING

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Date: 11/02/2019

**COUNCIL AGENDA ITEM**

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**RESOLUTION 2019-..:** Authorizing USDA application-Williston Community Animal Shelter

**REQUESTED BY:** Deputy Chief Terry Bovaird **PREPARED BY:** Brooke Willis

**BACKGROUND / DESCRIPTION:**

The USDA has requested a revision of Resolution No. 2018-44 that was approved by Council on July 24, 2018.

The revision that are requested:

\* Updated project name to reflect Williston Community Animal Shelter in place of City of Williston Animal Control Shelter

\*Remove City Police and replace with City of Williston.

This resolution is resending Resolution No. 2018-44 and making the requested changes.

**LEGAL: REVIEW:** Not Applicable

**FISCAL IMPACTS:** No Fiscal Impact

**RECOMMENDED ACTION:** Resend Resolution No. 2018-44 by approving this resolution.

**ATTACHMENTS:**

**CONTRACT**                       **RESOLUTION**                       **MAP**

**LEASE**                               **OTHER DOCUMENTS**

Resolution No. 2018-44 (highlighted requested changes)

**CONSULTANT OR PARTY TO ACTION HAS CONFIRMED ATTENDANCE TO THE CITY COUNCIL MEETING**

**COUNCIL ACTION:**

**APPROVED**

**DISAPPROVED**



RESOLUTION NUMBER 2018-44

A RESOLUTION OF THE CITY OF WILLISTON, LEVY COUNTY, FLORIDA, AUTHORIZING THE EXECUTION OF AN APPLICATION FOR FEDERAL ASSISTANCE TO ASSIST THE CITY OF WILLISTON ANIMAL CONTROL DEPARTMENT WITH CONSTRUCTION OF AN ANIMAL SHELTER.

WHEREAS, the City of Williston, Florida, a Florida Municipal Corporation, ("City") maintains its own Animal Control Department; and

WHEREAS, the City of Williston Animal Control Department facilities are in disrepair and in adequate to meet the needs of the community. The Department is in need of an Animal Control Shelter; and

WHEREAS, the City of Police Department has completed an application for assistance from the United States Department of Agriculture ("USDA") using the Standard Form 424 and is prepared to submit it for final review.

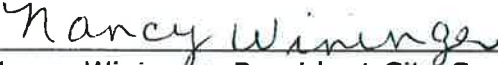
NOW, THEREFORE, BE IT RESOLVED by the City of Williston, Levy County, Florida, that:

**SECTION 1. APPROVAL.** The City administration and Council President are authorized to execute all documentation and otherwise facilitate the processing of the application to the USDA for federal assistance.

**SECTION 2. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption by the City Council.

PASSED AND ADOPTED this 24th day of July, 2018

CITY OF WILLISTON, FLORIDA

  
\_\_\_\_\_  
Nancy Winger, President City Council

ATTEST:

  
\_\_\_\_\_  
Frances V. Taylor, City Clerk

CERTIFICATE OF PUBLIC MEETING

This is to certify that the CITY OF WILLISTON, FL conducted a public  
Name of Organization

Public meeting on 7/24/18 at 427 W. Noble Ave, Williston to  
Date Location

Give the citizens an opportunity to become acquainted with the proposed

ANIMAL SHELTER and to comment on such items as

economic and environmental impacts, service area, alternatives to the project

and other matters of concern. I further certify that notice of the meeting was

published in a newspaper of general circulation in the service area, a notice was

posted in this organization's principal office and a copy of the notice was

furnished in the Rural Development office in Ocala, FL.

A copy of the published notice and minutes of the public meeting are attached

hereto.

CITY OF WILLISTON  
Name of Organization

Nancy Waininger  
By:

CITY COUNCIL PRESIDENT  
Title

CITY OF WILLISTON

Attest: [Signature]  
Name and Title

**CITY COUNCIL RESOLUTION NO. 2019-62**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA AUTHORIZING THE EXECUTION OF AN APPLICATION FOR FEDERAL ASSISTANCE TO ASSIST THE CITY OF WILLISTON, WILLISTON COMMUNITY ANIMAL SHELTER WITH CONSTRUCTION OF AN ANIMAL SHELTER.**

**WHEREAS**, Resolution Number 2019-.. resends Resolution Number 2018-44 that was approved on July 24, 2018.

**WHEREAS**, the United States Department of Agriculture ("USDA") has requested verbiage change in the Resolution 2018-44 to updated the name of the Animal Control shelter project and remove the City of Police Department; and

**WHEREAS**, the City of Williston, Florida, a Florida Municipal Corporation, ("City") maintains its own Animal Control Department; and

**WHEREAS**, the new project name is The City of Williston, Williston Community Animal Shelter; and

**WHEREAS**, the City of Williston, Animal Control Department facilities are in disrepair and are inadequate to meet the needs of the community. The Department is in need of an Animal Control Shelter; and

**WHEREAS**, the City of Williston, has completed an application for assistance from the United States Department of Agriculture ("USDA") using the Standard Form 424 and is prepared to submit it for final review.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA, AS FOLLOWS:**

**Section 1.** The above recitals are true and accurate and are made a part of this resolution.

**Section 2. Approval.** The City administration and Council President are authorized to execute all documentation and otherwise facilitate the processing of the application to the USDA for federal assistance.

**Section 3. Effective date.** This Resolution shall be retro dated to the original Resolution Number 2018-44 effective date of the 24th of July, 2018 upon adoption by the City Council.

**[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]**

**PASSED AND ADOPTED** at a meeting of the City Council this 24 day of July, 2018.

**CITY OF WILLISTON, FLORIDA**

By: \_\_\_\_\_  
Nancy Wininger, Council  
President

ATTEST:

By: \_\_\_\_\_  
Latricia Wright, City Clerk

APPROVED AS TO FORM AND  
LEGALITY:

By: \_\_\_\_\_  
Frederick L. Koberlein, Jr.,  
City Attorney

**Date: November 5, 2019**

**COUNCIL AGENDA ITEM**

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**TOPIC: DECLARING PARCEL 0605800000 SURPLUS TO THE NEEDS OF THE CITY**

**REQUESTED BY: SCOTT LIPPMANN**

**PREPARED BY: SCOTT LIPPMANN**

**BACKGROUND / DESCRIPTION:** This is the so-called “Frederick Property”, which is one of the properties that we foreclosed on as part of the Code Enforcement lien process. The property is a .23 acre vacant residential lot located on NE 2<sup>nd</sup> Avenue.

We have recently had several expressions of interest by parties wishing to build a “spec” home on this property.

Declaring the property surplus is the first step toward accepting bids/offers for the property, which would be considered by the Council in a later meeting.

**LEGAL REVIEW:**

**FISCAL IMPACTS:**

**RECOMMENDED ACTION: Approve**

**ATTACHMENTS:**

**COMMISSION ACTION:**

\_\_\_\_\_ **APPROVED**

\_\_\_\_\_ **DISAPPROVED**

**RESOLUTION 2019 - 61**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, WILLISTON FLORIDA, DECLARING PARCEL 0605800000 SUPPLUS TO THE NEEDS OF THE CITY OF WILLISTON, DIRECTING THAT THE PARCEL BE OFFERED FOR SALE, AUTHORIZING THE CITY STAFF TO ACCEPT WRITTEN OFFERS FOR CITY COUNCIL CONSIDERATION, AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Williston has determined that Parcel Number 0605800000 is surplus to the needs of the City; and

**WHEREAS**, Parcel Number 0605800000 is described in the official records of Levy County as follows:

**Lot 9, Block 1 of EASTSIDE ESTATES, according to the Plat thereof as recorded in Plat Book 2, Page(s) 70-71, of the Public Records of Levy County Florida.**

**Parcel 31-12-19-06058-000-00.**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of The City of Williston, Florida, that:

**SECTION 1.** The foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are incorporated herein by this reference.

**SECTION 2.** The City Council hereby declares the aforementioned property surplus to the needs of the City and authorizes City staff to offer the property for sale. Any written offers received shall be evaluated and considered by the City Council. Acceptance of any offer shall be solely at the discretion of the City Council.

**SECTION 3.** This resolution shall become effective immediately upon adoption.

**PASSED AND ADOPTED** at a meeting of the City Council this on 5<sup>th</sup> day of November, 2019.

**CITY OF WILLISTON, FLORIDA**

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Nancy Wininger, President  
Williston City Council

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Approved as to Form and Legality  
Frederick L. Koberlein, Jr.  
City Attorney

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ATTEST: Latricia Wright  
City Clerk