

Town of Bronson
Council Meeting
May 7, 2018 @ 7:00 P.M.
Dogan S. Cobb Municipal Building 660 E. Hathaway Ave, Bronson FL

Mayor: Call Meeting to Order
Prayer:
Pledge of Allegiance:
Roll Call:

APPROVAL OF MINUTES:

- Approval of minutes from April 16, 2018 Council meeting

INFORMATIONAL ITEMS:

- Invitation to BMHS FFA banquet May 10, 2018 @ 6pm
- BMHS Senior Awards Night May 11, 2018 @ 6pm

PUBLIC PARTICIPATION:

NEW BUSINESS:

- Request to Pay out Susie Robinson Remaining Sick and Vacation Time (see attached balance sheet).
- Resolution 18-04: A Resolution Authorizing the Mayor to enter into an Agreement with FDOT for the purpose of Traffic Light Maintenance (attached yearly invoice in the amount of \$3,307.00, last FYE agreement, current year agreement)
- Permission to submit invoice and enter into agreement with FDOT (attached invoice in the amount of \$19,524.77, prior year agreement, agreement next FYE)

UNFINISHED BUSINESS:

BRONSON PARKS & RECS:

FIRE DEPARTMENT:

PUBLIC WORKS:

BUILDING & ZONING:

ATTORNEY REPORT:

COMMITTEE REPORTS:

Infrastructure Committee-
Industrial Committee-
Cemetery Committee-

COUNCIL REPORT:

Councilmember Robert Partin-
Councilmember Katie Parks-
Vice Mayor Beatrice Roberts-
Councilmember Jason Hunt-
Mayor Bruce Greenlee-

AJOURN

Robinson, Susie
 001107000
 0325, 11, 32024

SS # [REDACTED]
 DOB #####
 DOH #####

Cancel

Annual	Vac		0		Sick		0
	Accrual	Used	Bal		Accrual	Used	Bal
End Yr		Vac	35.75		Sick		37

Oct-17	5.0	0	40.75		5.0	0	42.00
	5.0	0	45.75		5.0	0	47.00 FH
Nov-17	5.0	12.75	38.00		5.0	0	52.00
	5.0	10	33.00		5.0	20.5	36.50
Dec-17	5.0	0	38.00		5.0	5.75	35.75
	5.0	0	43.00		5.0	12.25	28.50
Jan-18	5.0	12	36.00		5.0	0	33.50
	5.0	13.75	27.25		5.0	38.5	0.00
Feb-18	5.0	0	32.25		5.0	0	5.00
	5.0	0	37.25		5.0	0	10.00
Mar-18	5.0	0	42.25		5.0	0	15.00
	5.0	0	47.25		5.0	7.75	12.25
	5.0	20	32.25		5.0	0	17.25
Apr-18	5.0	0	37.25		5.0	7.25	15.00
	5.0	10	42.25		5.0	2.5	20.00
			32.25				17.5

Request to pay out: 32.25 hrs vacation
 17.50 hrs sick

Current rate of pay: \$15.49 per hour

**Town of Bronson
Resolution 18-04**

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT
WITH THE DEPARTMENT OF TRANSPORTATION FOR TRAFFIC SIGNAL
MAINTENANCE AND COMPENSATION WITHIN THE TOWN OF BRONSON**

WHEREAS, the Florida Department of Transportation has proposed and submitted an agreement regarding certain responsibilities and compensation in connection with the maintenance of traffic signals within the Town of Bronson, more specifically a Traffic Signal Maintenance & Compensation Agreement as annexed hereto; and

WHEREAS, it is deemed in the best interests of the Town, its citizens and the public generally that such agreement be executed and thereafter performed in accordance with its terms;

NOW, THEREFORE, be it and it is hereby **RESOLVED** that the Mayor of the Town of Bronson is authorized, empowered and directed to execute and deliver the said agreement to the Florida Department of Transportation and to do and cause to be done all those things necessary and appropriate to its performance.

This Resolution was **PASSED AND ADOPTED** on **7th** day of **May 2018**, during regular session of the Bronson Town Council and shall become effective immediately.

By _____
Bruce Greenlee, Mayor

ATTEST:

Pamela Whitehead, Town Clerk

*Town of Bronson
PO Box 266
650 Oak Street
Bronson FL 32621*

May 3, 2018

Ms. Jill Dawson
ITS Specialist
Department of Transportation, D2
1109 S Marion Ave, 2023
Lake City, FL 32025

RE: Traffic Signal Reimbursement FY 17/18

Ms. Dawson,

Please consider this letter as an invoice requesting payment of the reimbursement due to the Town of Bronson outlined in the 17/18 Traffic Signal Maintenance and Compensation Agreement between our entities. The total due at this time is \$3,307.00 according to the agreement and the check can be made payable to the Town of Bronson.

Also attached is the Preventative Maintenance Form for the traffic signal located at SR24/Thrasher Drive.

If you have any questions or require further information, please feel free to contact me.

Sincerely,

Pamela Whitehead, Town Clerk

Bruce Greenlee, Mayor

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**AMENDMENT TO THE TRAFFIC SIGNAL MAINTENANCE
AND COMPENSATION AGREEMENT**

CONTRACT NO. ARV32
FINANCIAL PROJECT NO. 41352518815
F.E.I.D. NO. F591459082001
AMENDMENT NO. _____

THIS AMENDMENT TO THE TRAFFIC SIGNAL AND MAINTENANCE AGREEMENT ("Amendment") is made and entered into on this _____ day of _____, by and between the STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION ("Department"), an agency of the State of Florida, and Town of Bronson, ("Maintaining Agency").

RECITALS

WHEREAS, the Department and the Maintaining Agency on 6/23/15 entered into a Traffic Signal Maintenance and Compensation Agreement ("Agreement").

WHEREAS, the Parties have agreed to modify the Agreement on the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the mutual covenants in this Amendment, the Agreement is amended as follows:

1. Exhibit A is amended, superseded and replaced in its entirety with the new Exhibit A that is attached to this Amendment.

IN WITNESS WHEREOF, the undersigned parties have executed this Amendment on the day, month and year set forth above.

_____, Florida
(Maintaining Agency)

By _____
(Authorized Signature)

Print/Type Name: _____

Title: _____

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

By _____
(Authorized Signature)

Print/Type Name: Jerry Ausher

Title: District Traffic Operations Engineer

Legal Review: _____

TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT

Reimbursement for Maintenance and Operation

Exhibit A

Compensation for Maintaining Traffic Signals and Devices for FY 2019

Effective Date: from 07/01/2018 to 06/30/2019
TOWN OF BRONSON

Intersection Location	Traffic Signals (TS)	Traffic Signal - Interconnected & monitored (IMTS)	Intersection Control Beacon (ICB)	Pedestrian Flashing Beacon (PFB)	Emergency Fire Dept. Signal (FDS)	Speed Activated Warning Display (SAWD) or Blank Out Sign (BOS)	Traffic Warning Beacon (TWB)	Travel Time Detector (TTD)	Uninterruptible Power Supplies (UPS)	Compensation Amount (using Unit Rates from Exhibit B)
SR500, (ALT. US27) at SR24 THRASHER DRIVE	\$3,307									\$3,307
Total Lump Sum Amount*									\$3,307.00	

* Amount paid shall be the Total Lump Sum (minus any retainage or forfeiture).

I certify that the above Traffic Signals and Devices will be maintained and operated in accordance with the requirements of the Traffic Signal Maintenance and Compensation Agreement. For satisfactory completion of all services detailed in this Agreement for this time period, the Department will pay the Maintaining Agency a Total Lump Sum (minus any retainage or forfeiture) of \$3,307.00

Maintaining Agency _____

Date _____

District Traffic Operations Engineer _____

Date _____



Traffic Signal Preventative Maintenance Inspection

Intersection: N. Hawthway and SR 24 Bronson
Date of PM: 3-14-18

Circle one below:

Deficiencies noted:

Vehicular detection functioning properly: Yes No N/A _____

Pedestrian detection functioning properly: Yes No N/A _____

Signal is cycling properly: Yes No N/A _____

Vehicular indications functioning properly: Yes No N/A _____

Pedestrian indications functioning properly: Yes No N/A _____

Pedestrian push buttons functioning properly: Yes No N/A _____

Cabinet vacuumed and treated for pests: Yes No N/A _____

Ventilation system functioning properly: Yes No N/A _____

Filters clean: Yes No N/A _____

Hinges sound: Yes No N/A _____

Lock operational and sound: Yes No N/A _____

Power feed voltages: 124.2 _____

Conflict monitor test date (must provide documentation): 3-13-18

Submitted by: [Signature]

Signature of Traffic Supervisor: Amelia Whitehead

NEMA TS2 Conflict Monitor Certification Test Report

Date/Time : 13 Mar 2018, 11:16 am
Agency : Summerville Systems
Tested By : Allen Suco
Location : sr24 & sr27alt

MONITOR INFORMATION

Manufacturer : naztec
Model : mmu 516
Type : 12 Channel
Serial Number : 0202-030-3040

TESTER INFORMATION

Model : PCMT-8000
Serial Number : 8000-1541
Firmware Version : 3.9
Software : PCMT-8000 Test Manager 3.0

Interlock Sensing Test	:Pass
Power Failure Ignore Test	:Pass
Power Failure Detect Test	:Pass
Initial Flash Test	:Pass
Start Delay Test	:Pass
DC1 Failure Ignore Test	:Pass
DC1 Failure Detect Test	:Pass
DC1 Failure Auto Reset Test	:Pass
DC2 Failure Ignore Test	:Pass
DC2 Failure Detect Test	:Pass
DC2 Failure Auto Reset Test	:Pass
DC Monitor Inhibit Test	:Pass
CVM Failure Ignore Test	:Pass
CVM Failure Detect Test	:Pass
CVM Failure Auto Reset Test	:Pass
Conflict Ignore Timing Test	:Pass
Conflict Detect Timing Test	:Pass
Conflict Latching Test	:Pass
Redfail Ignore Timing Test	:Pass
Redfail Detect Timing Test	:Pass
Redfail Latching Test	:Pass
Redenable 89Vrms Test	:Pass
Redenable 70Vrms Test	:Pass
RED 70Vrms Sine Wave Recognition Test	:Pass
RED 70Vrms Positive Rectified Recognition Test	:Pass
RED 70Vrms Negative Rectified Recognition Test	:Pass
RED 50Vrms Sine Wave Recognition Test	:Pass
RED 50Vrms Positive Rectified Recognition Test	:Pass
RED 50Vrms Negative Rectified Recognition Test	:Pass
GRN 25Vrms Sine Wave Recognition Test	:Pass
YEL 25Vrms Sine Wave Recognition Test	:Pass
WLK 25Vrms Sine Wave Recognition Test	:Pass
GRN 25Vrms Positive Rectified Recognition Test	:Pass
YEL 25Vrms Positive Rectified Recognition Test	:Pass
WLK 25Vrms Positive Rectified Recognition Test	:Pass
GRN 25Vrms Negative Rectified Recognition Test	:Pass
YEL 25Vrms Negative Rectified Recognition Test	:Pass
WLK 25Vrms Negative Rectified Recognition Test	:Pass
GRN 15Vrms Sine Wave Recognition Test	:Pass
YEL 15Vrms Sine Wave Recognition Test	:Pass
WLK 15Vrms Sine Wave Recognition Test	:Pass
GRN 15Vrms Positive Rectified Recognition Test	:Pass
YEL 15Vrms Positive Rectified Recognition Test	:Pass

NEMA TS2 Conflict Monitor Certification Test Report

PAGE 2 OF 2

WLK 15Vrms Positive Rectified Recognition Test	:Pass
GRN 15Vrms Negative Rectified Recognition Test	:Pass
YEL 15Vrms Negative Rectified Recognition Test	:Pass
WLK 15Vrms Negative Rectified Recognition Test	:Pass
GRN 1500pF Test	:Pass
YEL 1500pF Test	:Pass
WLK 1500pF Test	:Pass
Short YEL Test	:Pass
YEL Plus RED Interval Test	:Pass

Lap 1 of 1 complete 13 Mar 2018, 11:46 am
Monitor Serial Number: 0202-030-3040
All tests were passed.

Town of Bronson

*P.O. Box 266
650 Oak Street
Bronson, Fl 32621
352-486-2354*

May 3, 2018

Florida Department of Transportation
Attn: Sandra Brink
1109 South Marion Ave., MS – 2010
Lake City, Florida 32025

RE: State Highway System Lighting, Maintenance & Compensation payment FY 17/18

Ms. Brink,

Please consider this letter as an invoice requesting payment of the 2017/2018 reimbursement due to the Town of Bronson as outlined in 17/18 State Highway System Lighting, Maintenance and Compensation Agreement between our entities. The total lump sum due at this time is \$19,524.77 and should be made payable to the Town of Bronson.

Should you require any further information, please do not hesitate to contact me.

Sincerely,

Pamela Whitehead
Town Clerk

17/18



Florida Department of Transportation

RICK SCOTT
GOVERNOR

1109 South Marion Avenue
Lake City, Florida 32025-5874

RACHEL D. CONE
INTERIM SECRETARY

May 10, 2017

Town of Bronson
Bruce Greenlee, Mayor
P.O. Box 266
Bronson, Florida 32621

Contract: AO396
Fin Proj. No.: 41441117802
Description: State Highway Lighting Agreement
Renewal Period: July 1, 2017 thru June 30, 2018

Maintaining Agency:

The Department has reviewed the proposed prorated budget allocation for the upcoming fiscal year for the State Highway Lighting, Maintenance and Compensation program. The Department has determined the amount that you are currently eligible for under this program for the next year.

79 Street Lights x .9 x \$274.61 = \$19,524.77

The 90% multiplier used in the new formula shown in Exhibit B comes from paragraph 1.b. in your agreement which states that a minimum of 90% of the lights shall be operating and properly functioning.

Please sign and date: Exhibit "A" and return original signature and the Damage and Outage Report to:

**Florida Department of Transportation
District Maintenance Contracts Office - MS 2010
1109 South Marion Avenue
Lake City, Florida 32025-5874**

If the Department does not receive the Exhibit "A" fully executed and the Damage and Outage Report you will not be eligible for reimbursement of your cost for the period from July 1, 2017 to June 30, 2018. Return both documents on or before June 2, 2017.

REMINDER: FISCAL YEAR 2016/17 INVOICE MAY BE SUBMITTED ON OR AFTER MAY 19, 2017.

If you have any questions, please contact Lisa Butler at (386) 961-7382 or lisa.butler@dot.state.fl.us or Sandra Brink at (386) 961-7585 or sandra.brink@dot.state.fl.us.

Sincerely




Jennifer V. Curtis
District Maintenance Contracts Administrator

EXHIBIT "A"

Contract AO396

Name of Maintaining Agency: Town of Bronson
Maintaining Agency Contact: Pamela Whitehead, Town Clerk
Contact phone number: 352-486-2354

Current Approved Amount for 2017/2018: \$19,524.77

 Maintaining Agency Signature	<u>6/13/2017</u> Date
<u>Beatrice Roberts, Vice Mayor</u> Typed Official's Name / Title	<u>6/13/2017</u> Date
 Jennifer J. Curls, D2 Maintenance Contracts Administrator	<u>6.20.2017</u> Date
 R.P. (Phil) Bishop, Jr. Director of Operations	<u>6/20/2017</u> Date

To: Jennifer.Curls@dot.state.fl.us

**FLORIDA DEPARTMENT OF TRANSPORTATION
FUNDS APPROVAL**

AO396

6/19/2017

CONTRACT INFORMATION

Contract:	AO396
Contract Type:	AF - UTILITIES JOIN PROJ (UTIL JT PT)
Method of Procurement:	G - GOVERNMENTAL AGENCY (287.057,F.S.)
Vendor Name:	TOWN OF BRONSON
Vendor ID:	F691459082001
Beginning Date of This Agreement:	07/01/2005
Ending Date of This Agreement:	06/30/2099
Contract Total/Budgetary Ceiling:	ct = \$174,168.68
Description:	Highway Lighting

FUNDS APPROVAL INFORMATION

FUNDS APPROVED/REVIEWED FOR ROBIN M. NAITOVE, CPA, COMPTROLLER ON 6/19/2017

Action:	Supplemental
Reviewed or Approved:	*REVIEWED
Organization Code:	55024040210
Expansion Option:	A1
Object Code:	242059
Amount:	\$19,524.77
Financial Project:	41441117802
Work Activity (FCT):	787
CFDA:	
Fiscal Year:	2018
Budget Entity:	55150200
Category/Category Year:	088712/18
Amendment ID:	S014
Sequence:	00
User Assigned ID:	2018
Enc Line (6s) Status:	/04

Total Amount: \$19,524.77

*Reviewed Funds Approval and encumbrance processing is contingent upon Annual Legislative appropriation.



Florida Department of Transportation

RICK SCOTT
GOVERNOR

1109 South Marion Avenue
Lake City, Florida 32025-5874

MIKE DEW
SECRETARY

April 16, 2018

Town of Bronson
Pamela Whitehead, Town Clerk
P.O. Box 266
Bronson, Florida 32621

Contract: AO396
Fln Proj. No.: 41441117802
Description: State Highway Lighting Agreement
Renewal Period: July 1, 2018 thru June 30, 2019

Maintaining Agency:

The Department has reviewed the proposed prorated budget allocation for the upcoming fiscal year for the State Highway Lighting, Maintenance and Compensation program. The Department has determined the amount that you are currently eligible for under this program for the next year.

79 Street Lights x .9 x \$282.87 = \$20,112.06

The 90% multiplier used in the new formula shown in Exhibit B comes from paragraph 1.b. in your agreement which states that a minimum of 90% of the lights shall be operating and properly functioning.

Please sign and date: Exhibit "A" and return original signature and the Damage and Outage Report to:

**Florida Department of Transportation
District Maintenance Contracts Office – MS 2010
1109 South Marion Avenue
Lake City, Florida 32025-5874**

If the Department does not receive the Exhibit "A" fully executed and the Damage and Outage Report you will not be eligible for reimbursement of your cost for the period from July 1, 2018 to June 30, 2019. Return both documents on or before June 1, 2018.

REMINDER: FISCAL YEAR 2017/18 INVOICE MAY BE SUBMITTED ON OR AFTER MAY 19, 2018. *✓

If you have any questions, please contact Lisa Butler at (386) 961-7382 or lisa.butler@dot.state.fl.us or Sandra Brink at (386) 961-7585 or sandra.brink@dot.state.fl.us.

Sincerely,

Sandra Brink / Lisa Butler
District Maintenance Contract Managers

TOWN OF BRONSON

EXHIBIT "A"

Contract AO396

Maintaining Agency Contact: Pamela Whitehead, Town Clerk

Contact phone number: 352-486-2354

Current Approved Amount for 2018/2019: \$20,112.06

Maintaining Agency Signature

Date

Typed Official's Name / Title

Jennifer J. Curls, D2 Maintenance Contracts Administrator

Date

William N. Watts, Jr., P.E., Director of Operations

Date

TOWN OF BRONSON

"EXHIBIT C"

Contract AO396 Street Lighting Inventory Report

Maintaining Agency Contact: Pamela Whitehead, Town Clerk

Contact phone number: 352-486-2354

State Road	From	To	Street Lights
SR 27 / SR 24	SR 27/SR 24	SR 27 / SR 24	79
		TOTAL	79

