

Town of Bronson  
Council Meeting  
September 4, 2018 @ 7:00 P.M.  
Dogan S. Cobb Municipal Building 660 E. Hathaway Ave, Bronson FL

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Mayor: Call Meeting to Order

Prayer: Vice Mayor Beatrice Roberts

Pledge of Allegiance: All

Roll Call: Erik Wise, Curtis Stacy, Dennis Russell, Melisa Thompson, Shirley Miller, Robert Partain, Bruce Greenlee, Beatrice Roberts, Jason Hunt, Dennis Russell

**APPROVAL OF MINUTES:**

A motion by Vice Mayor Beatrice Roberts was made to approve the council minutes from August 20, 2018. Council member Jason Hunt made a second. Motion Carried

**INFORMATIONAL ITEMS:** None

**PUBLIC PARTICIPATION:** Nothing in this category on the agenda.

However, Vice Mayor Roberts advised the town clerk to add any citizen request to address the council in this section in the future. Clerk, Shirley miller acknowledged.

**NEW BUSINESS:**

A motion was made by Vice Mayor Roberts to approve the Resolution 18-05 appointing the Clerk, Shirley Miller as the Plan Administrator of the Town of Bronson deferred Compensation Plan. A second was made by Robert Partin. Motion Carried

The Town Clerk, Shirley Miller presented to the council the Memorandum of Agreement signed by Mayor Greenlee from the Florida Department of Economic Opportunity, Bureau of Small Cities and Rural Communities. A signature prior to the council meeting was necessary to meet the Aug 31, 2018 deadline. The MOA between the DEO and the Town of Bronson was re-designating the North Central Rural Area of Opportunity (RAO) for another 5 years period per Executive Order 18-158. Vice Mayor made a motion to "Nunc pro tunc" to retroactively approve and confirm the authority of Mayor Greenlee to sign the memorandum of agreement between the Department of Economic Opportunity (DEO) and the Town of Bronson. A second was made by Council member Jason Hunt.

Resident Elijah Williams completed a speaker request form to address the council but was not present.

Resident Rodney Thomas was present to address the council concerning an outstanding balance due on utility services at address 686 Thrasher Dr., Bronson. Public Works Director, Erik Wise advised to restore the service, the account balance of \$414.20 must be paid. Mr. Thomas stated he didn't want the water to be turned back on. He understands if family members want the water to be turned on, they will have to pay the outstanding balance. Council Agreed.

Resident Natalie Thomas addressed the Council regarding the Application for a Change in Land Use Designation she submitted on April 5, 2018 for two parcels located on Main St and School St. Mayor Greenlee read aloud an email he received from Mrs. Thomas outlining the timeline of events, her concerns with the application process, and the changing fee schedule of M.T. Causley. Mrs. Thomas stated she requested both parcels to be zoned as "Residential" for future residential use and submitted recent surveys for the parcels that were requested by M.T. Causley. Ms. Thomas was concerned that

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her application was not being handled timely or accurately. The fees quoted by M.T. Causley continue to increase substantially each time she spoke with them and she was advised she is paying to have the parcels zoned, when the property should already have been zoned. On her last conversation, Mrs. Thomas was advised her fee would be \$1400. The Town of Bronson zoning map presented by Clerk, Shirley Miller and was passed around for Council to review the six parcels with no zoning designation. It was discussed, and all agreed that the zoning issue needs to be addressed and fixed. It is not the responsibility of the resident to pay to have the property zoned. It was recommended we require M.T. Causley to provide a response to the Council and set a time limit to complete the project for Mrs. Thomas. Council member Robert Partin made a motion to request M.T. Causley to immediately complete the re-zoning project and report on the progress directly to the council. A second was made by Council member Jason Hunt. Motion Carried. Mayor Greenlee will contact M.T. Causley; Dallas Riker and advise the Town of Bronson will assume the financial responsibility for the completion of this assignment and that they needed to come to a town council meeting to explain Mrs. Thomas situation.

Town Clerk, Shirley Miller discussed with the Council that the Town of Bronson website software Word Press will no longer support after 2018. This will be a great opportunity to address the improvements needed to the website. She requested approval to obtain quotes. Shirley Miller advised Nick Durham our IT vendor is currently maintaining the website. He took over after Bill Kilborn became ill. We don't currently have a contract in place for the Town website. Nick Durham is interested in providing a quote and as well as Nathan Thornton. Nathan just contracted with Levy County to maintain their website. He emailed several letters of recommendation with his inquiry earlier this month. Vice Mayor Roberts advised we will need a third quote. Vice Mayor Roberts made a motion to allow the clerk to obtain 3 quotes for a new Town website and contract. A second was made by Council member Hunt. Motion Carried.

Mayor Greenlee discussed an email he received from Dallas Riker from M.T. Causley regarding a Levy County Easement Relocation request. The request is for the relocation of an easement going through the center of multiple lots that are owned by Levy County. The County Commission is requesting to relocate the easement to one side of the property. Via this email, Mr. Riker advised his quote was for reviewing the application, the Town's Code, and preparing a staff report. He advised the fee would not exceed \$1,075 and wanted approval to begin the project. Mayor Greenlee advised he felt they should have contacted Levy County regarding the cost of the project to move the easement. Council member Robert Partin made a motion to table the request to relocate the easement as more information is needed. A second was made by Council member Jason Hunt. Motion Carried

#### UNFINISHED BUSINESS:

The Council discussed the previous proposal to change in date of Council member elections. Attorney Warm completed all the reach and advised it would appear from the statutory provisions that a change of date for the local election for Council can be accomplished by ordinance. The ordinance would not only change in date but would have to cover the status of council members during any hiatus that the change would encompass. Council member Hunt asked what date was recommended for Council member elections. Clerk Shirley Miller advised it was suggested that it be moved to the month of March and our elections are on odd years. Vice Mayor Roberts pointed out that by moving the next 2019 elections to March, the preparation would have to begin at the beginning of the year. The Clerk and Deputy Clerk are both new and expressed concern at handling the extra work load so soon. Clerk Shirley Miller agreed it was too soon to handle the additional election workload and advised she would prefer not to make the change in 2019. Vice Mayor Roberts made a motion to table the election date change for a later time. A second was made by Council member Jason Hunt. Motion Carried to table the discussions.

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Deputy Clerk, Melisa Thompson wanted to discuss additional planning for 2018 Trunk for Treat. She asked if the council wanted to ask Pastor Chris Tucker to assist with the haunted house or rent the haunted house from Karen Starbuck for \$400. Music would be played as in previous years through a sound system and a stage could be borrowed for the costume contest. A motion was made by Vice Mayor Roberts to use Karen Starbucks to set up a haunted house for \$400. And a second was made by Council member Jason Hunt. Motion Carried

Clerk Shirley Miller asked the Council if we could address two Non-Agenda items. Both are time sensitive and unable to waiting until the next schedule town council meeting:

First, to request approval to complete an application/Road Closure permit to the FDOT to close US 27 from N. Pine St to SR 24 for the Homecoming parade on Sept 21, 2018. Vice Mayor Roberts made a motion to approve the submit the road closure permit needed for the Homecoming parade and a second was made by Council member Jason Hunt. Motion Carried

Secondly, to review and sign the Letter of Engagement from Beauchamp & Edwards to close out fiscal year 2018 for the Town of Bronson. Attorney Steven Warm read and suggested additional wording on the letter to include, "Every effort will be made to utilize staff with the lowest available billing rate to complete any projects required by the Town." A motion was made by Vice Mayor Roberts to approve the Letter of Engagement with the additional recommended wording from Attorney Warm. A second was made by Council member Jason Hunt. Motion Carried.

#### BRONSON PARKS & RECS:

Public Works Director, Erik Wise requested the Town of Bronson proceed with our application for Phase 4 & 5 of the FRDAP Grant. We can set up a meeting with Fred Fox to move forward. Vice Mayor Beatrice Roberts advised she would like to be included in the meetings since she is over Parks and Recs. A motion was made by Council member Partin to proceed with Phase 4 & 5 of the Grant. A second was made by Council member Hunt. Motion Carried

#### FIRE DEPARTMENT:

Dennis Russell presented the news to the Town Council that we did receive an Award Package on the Federal SAFER grant for recruitment and retention of volunteer firefighters. The awarded was for \$439,148.00. It could be used to train up to 18 volunteer firefighters and provide some the equipment needed.

Council member Jason Hunt and Fire Chief Dennis Russell shared their visit at Bronson Middle High School. They went to show support and offer a solution regarding school safety. Council member Hunt and Fire Chief Russell demonstrated the use of old fire hoses to bar classroom doors in the event of an active shooter situation. Bronson Fire Department donated 150 pieces of old fire hose to BMHS and 110 pieces of fire hose to Bronson Elementary.

#### PUBLIC WORKS:

#### BUILDING & ZONING:

#### ATTORNEY REPORT:

#### COMMITTEE REPORTS:

Infrastructure Committee- Waiting for SCOP Grant

~~Industrial Committee-~~

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Cemetery Committee-

COUNCIL REPORT:

Councilmember Robert Partin-Council member Partin wanted to congratulate the Fire Dept on obtain the grant.

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

REVIEW & PAY BILLS

ADJOURN

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