
COMMISSIONERS:
Eleanor Randall, Mayor
William Carlton, Vice Mayor
DeLoris Roberts
Harry Carter
Matthew Surrency

INTERIM CITY MANAGER:
Linda Rice Chapman
CITY CLERK:
LaKesha H. McGruder

CITY ATTORNEY:
Audrie Harris

**MINUTES
CITY OF HAWTHORNE
COMMISSION MEETING
June 16, 2009**

Meeting was convened for the swearing in of the newly elected Commissioners. City Clerk Mayes administered the Oath of Office to newly elected Commissioners:
Harry Carter, Seat I William Carlton, Seat III Matthew Surrency, Seat V.

A. CALL TO ORDER – Roll call by City Clerk Mayes

Mayor DeLoris Roberts called the meeting to order at 6:30 pm. City staff present was Interim City Manager Linda Chapman, City Clerk Donna Mayes, City Planner Kelly Moosbrugger, and Attorney Audrie Harris.

1. Invocation – Ida Elmore
2. Pledge: Michael Abbott & Heather Surrency

B. APPROVAL OF AGENDA

Moved to approve the agenda for June 16, 2009 Regular Commission Meeting

Motion – Commissioner Randall

Second – Commissioner Surrency

Vote – 5-0

Selection of Mayor:

Motion was made by Commissioner Surrency nominating Commissioner Eleanor “Kit” Randall for Mayor. There were no more nominations and Ms. Randall accepted the office of Mayor seconding the motion.

Vote – 5-0

Selection of Vice-Mayor

Motion was made by Commissioner Carter nominating Commissioner William Carlton for Vice Mayor.

Motion was seconded by Commissioner Randall

Vote – 5-0

Outgoing Mayor Roberts turned the gavel over to incoming Mayor Randall.

State of the City Address

Commissioner Roberts commented she was glad to have served and would continue working for the City.

Mayor Randall stated it was a pleasure and honor to serve the City as Mayor and an honor to serve with Commissioner Roberts. It is also an honor to have served with the outgoing members and looking forward to serving with the new commissioners.

Vote – 5-0

3. Resolution 2009-15 – Commission Meetings and Notice

Read by Title Only by Attorney Harris

A Resolution of the City of Hawthorne, Florida, establishing agenda procedures, the disposition of items on the agenda, the times of regular commission meetings, notice for commission meetings, notice for special commission meetings and workshops and the posting of notices of commission meetings; repealing all conflicting resolutions and providing an effective date

Moved to adopt Resolution 2009-15 as read by Title Only

Motion – Commissioner Carter

Second – Commissioner Surrency

Vote – 5-0

4. Resolution 2009-16 Commission Meeting Procedure

Read by Title Only by Attorney Harris

A Resolution of the City of Hawthorne, Florida, outlining the general rules of procedure for commission meetings; repealing all conflicting resolutions and providing an effective date

Move to adopt Resolution 2009-16 as read by Title Only

Motion – Commissioner Surrency

Second – Commissioner Carter

Vote – 5-0

5. Resolution 2009-17 Partnership with Villages of Hawthorne

Moved to Item C. Guest

6. Resolution 2009-18 Personnel Rules & Regulations 2009

Commissioner Roberts suggested holding off on the passing of this resolution; there was a lot of information that needed reviewed better. Commissioner Carter encouraged adding the National Guard to reserves. Interim Manager Chapman noted that the Log book had already been done under section 13.20
Public Comment

Ellen Vause of Florida Septic stated that the Advisory Panel did suggest a Policy & Procedures Manuel. This is a work in progress and can be amended. Attorney Harris informed she would check if random drug was permissible. Ms. Vause stated if new Mayor Randall wished to continue with the Advisory Panel, they would be available.

Moved to accept Resolution 2009-18 Personal Rules & Regulations as amended

Motion – Vice Mayor Carlton

Second – Commissioner Carter

Vote – 5-0

7. Resolution 2009-19 Surplus Property - Bicycles

Read by Title Only by Attorney Harris

A Resolution of the City of Hawthorne, Florida declaring certain property to be surplus; designating the method of disposal, and providing and effective date

Moved to adopt Resolution 2009-19 as read by Title Only

Motion – Commissioner Roberts

Second – Commissioner Surrency

Vote – 5-0

Closed Public Hearings

F. REGULAR AGENDA

1. Utility Billing System

Interim Manger Chapman stated the City needs to update its software. She informed the police had been called in because she was not sure what Chip George might have done since he can access the system. She recommended two different software programs, stating both are good.

Moved to go with the Black Mountain Software System

Motion – Commissioner Roberts

Second – Commissioner Carter

Public Comment

Ms. Wilda Carter suggested getting a manual so the city does not run into the same problems

Vote – 5-0

2. Employee Health Care Plan Changes

Interim Manager Chapman explained the City Of Hawthorne needs to review insurance coverage for employees. Blue Cross/Blue Shield has informed us that they will discontinue the present insurance plan. The new plan suggested will save the City \$9,643.56 per year.

Moved to select Blue Cross/Blue Shield Plan 3466 for the City Of Hawthorne’s Health Insurance.

Motion- Commissioner Surrency

Second- Commissioner Carter

Vote- 5-0

3. Life & Disability Insurance

Interim Manager Chapman explained the City Of Hawthorne is currently paying for employee life insurance and short term disability insurance. Vice Mayor Carlton suggested allowing the employee to pay 20% of the premium. Ms. Ellen Vause said the Commission Board should pick a plan and set a dollar amount the City is willing to contribute, but agrees the employee should pay a percent. City employee Donna Mayes questioned if the employees have seen this and was aware of these changes? Interim Manager Chapman suggested tabling this item until further notice.

Moved that the City disband Life & Disability Insurance for employees but allow employees to pay for this insurance personally.

Motion- Commissioner Carter

Second- Commissioner Surrency

Vote- 5-0

G. CITIZEN COMMENT

None

H. CONSENT AGENDA

Moved to approve the Consent Agenda as written

Motion- Commissioner Roberts

Second- Commissioner Surrency

Vote- 5-0

I. REPORTS/ANNOUNCEMENTS/PROCLAMATIONS

Interim City Manager Chapman resigned from the City Manager search committee. Has submitted name for the City Manager position. Need to appoint a new committee member for the search committee to replace Interim Manager. Vice Mayor Carlton stated it would be good to have someone with financial experience on the City Manager search committee such as Michael Whitehead.

Moved to ask Michael Whitehead or his partner to fill in on the City Manager search committee.

Motion- Vice Mayor Carlton

Second- Commissioner Surrency

Vote- 5-0

Mayor Randall questioned about the applicants already applied that she has reviewed. Interim Manager Chapman stated she will turn all the applications over to the Committee.

City Attorney Harris- Had Code Enforcement Board Training today. Reintegrated Sunshine Laws among themselves. May ask manager or attorney questions only. Attorney Harris also went over the Public Records Law, and announced she is currently working on the sign ordinance and flood ordinance.

Mayor Randall- Tonight was a good meeting and is looking forward to working. Invited everyone to participate in the Hawthorne Homecoming June 25-27, 2009.

Commissioner Roberts- Read Interim City Manager Chapman letter of resignation from the City Manager search committee and applying for the City Manager position. She also informed the board that there were tickets left at the Police/Fire Building that was turned over to Alachua County Sheriffs office. Commissioner Roberts thanked everyone for their support.

Commissioner Surrency- Thanked everyone and congratulated Commissioner Roberts for making it through a rough year. Recommend Commissioners cut back if employees have to cut. Also informed the citizens that the high school donated their old score board to the recreation department.

Vice Mayor Carlton- No report

Commissioner Carter- Thanked his supported and his wife and he is honored to serve on the Commission Board.

Mayor Randall announced there will be a meet and greet session on June 30, 2009 at 6:30PM.

Moved to adjourn the June 16, 2009 Regular Commission Meeting.

Motion- Commissioner Roberts

Second- Commissioner Surrency

Vote- 5-0

Donna Mayes, City Clerk

Eleanor Randall, Mayor