

MINUTES
KEYSTONE HEIGHTS CITY COUNCIL MEETING
555 S. Lawrence Blvd., Keystone Heights, Florida
Monday, November 25, 2024, at 6:00 pm

ANYONE WISHING TO ADDRESS THE CITY COUNCIL REGARDING ANY TOPIC ON THIS EVENING'S AGENDA IS REQUESTED TO COMPLETE A CARD AND RETURN TO THE CITY CLERK. SPEAKERS ARE RESPECTFULLY REQUIRED TO LIMIT THEIR COMMENTS TO THREE (3) MINUTES.
THE CITY COUNCIL PROHIBITS THE USE OF CELL PHONES AND PAGERS WHICH EMIT AN AUDIBLE SOUND DURING ALL MEETINGS WITH THE EXCEPTION OF LAW ENFORCEMENT, FIRE AND RESCUE OR HEALTH CARE PROVIDERS ON CALL. PERSONS IN VIOLATION WILL BE REQUESTED TO LEAVE THE MEETING.

"Please turn off cell phones"

Mayor Rodenroth called the meeting to order at 6:01 PM.

Invocation led by: Local Church

Pledge of Allegiance led by: Local Veteran

Roll Call: City Clerk

Present: Mayor Nina Rodenroth, Vice Mayor Christine Thompson, Councilman Tony Brown,
Councilman Elston "Speedy" Kussler and Councilman Dan Lewandowski

Absent:

1. Public Comments – No public comments

2. Special Recognition – Mayor Rodenroth

The Key to the City was presented to Mrs. Barbara Sullivan by the Council.

3. Consent Agenda

- a. 2024.09.16 City Council Special Meeting Minutes
- b. 2024.09.17 Heritage Commission Meeting Minutes
- c. 2024.09.17 Heritage Commission Workshop Minutes
- d. 2024.09.24 City Council Christmas Workshop Minutes
- e. 2024.10.07 City Council Meeting Minutes
- f. 2024.10.15 Heritage Commission Meeting Minutes
- g. 2024.10.15 Heritage Commission Workshop Minutes
- h. 2024.10.17 Employment Committee Meeting Minutes
- i. 2024.10.22 City Council Strategic Planning Minutes
- j. 2024.10.30 Employment Committee Meeting Minutes
- k. 2024.10.30 City Council Special Meeting Minutes
- l. Pavilion Rental Alcohol Request 12/13/24 – Lindsey Dallas
- m. Event Request 12/14/24 – Kim Edgy
- n. Pavilion Rental Alcohol Request 12/5/24 – Rotary Club of Keystone Heights
- o. Event Request 12/14/24 – Cindy Lee
- ~~p. March 2024 Financial Report~~
- ~~q. April 2024 Financial Report~~
- ~~r. May 2024 Financial Report~~
- ~~s. June 2024 Financial Report~~
- ~~t. July 2024 Financial Report~~
- ~~u. August 2024 Financial Report~~
- ~~v. September 2024 Financial Report~~
- w. October 2024 Financial Report

MINUTES
KEYSTONE HEIGHTS CITY COUNCIL MEETING
555 S. Lawrence Blvd., Keystone Heights, Florida
Monday, November 25, 2024, at 6:00 pm

Councilman Lewandowski moved to approve the consent agenda except the financial reports. Councilman Brown seconded the motion. **The motion carried 5-0.**

4. Action Items

a. City Marker Location – Co Chair Dierdre Murphy

Co-Chair Murphy of the Heritage Commission briefed the Council on the city marker location.

Councilman Brown moved to approve the city marker location. Councilman Kussler seconded the motion. **The motion carried 5-0.**

b. Heritage Commission Meeting Time Change – Chair Christine Arnold

Co-Chair Murphy spoke to the Council about changing the Heritage Commission meeting time from 10:00 AM on every third Tuesday to 6:00 PM.

Councilman Lewandowski moved to approve the Heritage Commission meeting time change from 10:00 AM to 6:00 PM. Councilman Kussler seconded the motion. **The motion carried 5-0.**

c. Heritage Commission Co-Chair Dierdre Murphy – Member Renewal

Councilman Lewandowski moved to renew Dierdre Murphy's Heritage Commission membership. Vice Mayor Thompson seconded the motion. **The motion carried 5-0.**

d. Public Works Pickup Truck - Project Manager Beau Wright

Project Manager Wright spoke to Council about the purchase of a F150 pickup truck for public works.

Councilman Lewandowski moved 2023 F150 as proposed. Vice Mayor Thompson seconded the motion.

Councilman Brown asked if there were any other quotes available other than the F150 and had additional about the make and model of the vehicle.

Councilman Lewandowski spoke about the advantages of having a third vehicle in fleet.

Councilman Kussler spoke about the value of a truck.

The motion carried 5-0.

e. Golf Course – Councilman Brown

Councilman Brown spoke about the golf course and asked that the Council clarify whether the city will be going forward with this possible purchase.

City Manager Van Zant spoke about the golf course and stated he would not want to move further without the help of a realtor. City Manager Van Zant welcomed Keith Combass to speak about the golf course.

The City Council discussed the golf course.

MINUTES
KEYSTONE HEIGHTS CITY COUNCIL MEETING
555 S. Lawrence Blvd., Keystone Heights, Florida
Monday, November 25, 2024, at 6:00 pm

Councilman Brown moved to stop pursuing the golf course. Vice Mayor Thompson seconded the motion. **The motion failed 3-2** with Councilman Brown and Vice Mayor Thompson in decent.

Councilman Lewandowski stated that if the City of Keystone Heights would not inherit the taxes from the golf course from Bradford County than there would be no reason to pursue the gold course as it does not lie within the city limits or within Clay County.

City Manager Van Zant stated that he could bring a timeline back to Council.

Councilman Lewandowski asked that the golf course be added to the March city council meeting.

- ~~f. City Website – Councilman Brown~~
- g. Agenda Plus – Councilman Brown

Councilman Brown discussed Agenda Plus.

City Manager Van Zant spoke about Agenda Plus and stated it will cost the city \$2000.00.

Vice Mayor Thompson asked if all the bugs were worked out of the system. Clerk Silva stated that the work on Agenda Plus is ongoing and the hope is to have the system in complete working order within 90 days.

- h. Music By the Beach – Vice Mayor Thompson

Vice Mayor Thompson spoke about the idea of having a monthly open mic night at Keystone Beach. Vice Mayor Thompson suggested this would be a great activity for a Wednesday night.

City Manager Van Zant asked if Vice Mayor Thompson would set up a meeting with Event Coordinator Drew Bell to further discuss this activity.

- i. Planning Services Janis Fleet – City Manager Van Zant

City Manager Van Zant spoke about the hiring of Janis Fleet.

Councilman Brown moved to hire Janis Fleet for planning services. Councilman Lewandowski seconded the motion.

Councilman Lewandowski has questions about Mrs. Fleet's qualifications.

The motion carried 5-0.

- j. City Clerk Job Description – Mayor Rodenroth

Mayor Rodenroth discussed the updated City Clerk job description.

Councilman Lewandowski moved to approve the city clerk job description. Councilman Kussler seconded the motion. **The motion carried 5-0.**

- k. City Clerk Performance Evaluation – Mayor Rodenroth

MINUTES
KEYSTONE HEIGHTS CITY COUNCIL MEETING
555 S. Lawrence Blvd., Keystone Heights, Florida
Monday, November 25, 2024, at 6:00 pm

Councilman Lewandowski moved to approve the city clerk performance evaluation. Councilman Kussler seconded the motion. **The motion carried 5-0.**

l. Resolution 2024-07: Review Fees – Clerk Silva

Councilman Lewandowski moved to read Resolution 2024-07 by short title. Councilman Kussler seconded the motion.

The City Attorney read Resolution 2024-07 by short title.

Councilman Lewandowski moved to approve Resolution 2024-07. Vice Mayor Thompson seconded the motion. **The motion carried 5-0.**

m. Azelea Park – Vice Mayor Thompson

Vice Mayor Thompson was not able to attend the parks plan workshop meeting, however she would like to see Azelea Park turned into a dog park.

Mayor Rodenroth discussed the idea and stated that she would like to see the exercise equipment installed torn out.

n. Approve City Engineer – City Manager Van Zant

City Manager Van Zant spoke about the search for a new city engineer.

Jared Dukowski and Ryan Watson addressed the Council about the services they provide.

Councilman Brown stated that he was on Council when Mr. Dukowski worked for the city previously and there were no complaints.

Mike Bell, Bell Engineering, addressed Council about the services they provide.

Councilman Lewandowski moved to approve contract negotiations with Infrastructure Consulting & Engineering, Chen Moore and Associates – Bell Engineering & Consulting, LLC (CMA) and Hanson. Councilman Lewandowski seconded the motion. **The motion carried 5-0.**

~~**o. 2023-2024 Budget Amendment – City Manager Van Zant**~~

Discussed during a previous meeting.

~~**5. Discussion Only**~~

6. Committee Reports / Recommendations

a. SOLO – Lake Levels Update

i. October 28, 2024

- 1. Lake Brooklyn – 112.1 ft**
- 2. Lake Geneva – 94.6 ft**

Vivian Katz-James, SOLO President, addressed Council and gave updates on the lake levels.

MINUTES
KEYSTONE HEIGHTS CITY COUNCIL MEETING
555 S. Lawrence Blvd., Keystone Heights, Florida
Monday, November 25, 2024, at 6:00 pm

b. Friends of Keystone Heights – Centennial Update

Dierdre Murphy updated the Council on the Centennial Celebration and spoke about the upcoming Gala to be held at the Keystone Heights RV Resort.

c. Heritage Commission

Chair Christine Arnold updated the Council on Heritage Commission business.

d. Planning and Zoning

City Clerk Silva stated that Council have agreed to obtain Janis Fleets services. Mrs. Fleet has already been in contact with Mr. Wiggins regarding the housing project and will be setting up a pre-application meeting with Margaret Smith of Foresight Group, LLC to discuss the 215 N Lawrence property.

e. Airport Authority

Airport Authority Chairman David Kirkland presented “As the Propeller Turns”.

7. Council Comments

Councilman Kussler spoke about the Veteran’s Day Breakfast and thanked Mayor Rodenroth.

Councilman Lewandowski spoke about a rumor he had heard about a potential Wawa being built near Gasline Road and that Zaxby’s is going to be coming as well.

Mayor Rodenroth spoke about Boo on the Boulevard.

8. City Clerk Report – Stephanie Silva

Clerk Silva wished everyone a Happy Thanksgiving and shared that her nephew, Ryan Aarndt, will graduate from basic training in California this week and is proud to announce that he is a Marine.

9. City Manager Report – Charlie Van Zant

City Manager Van Zant received correspondence from Mr. Sapp.

10. City Attorney Report – Rich Komando

Happy Thanksgiving, Christmas, and New Years

Councilman Brown asked about the City Manager education.

City Manager Van Zant stated he filled out everything required by ICMA. City Manager Van Zant must be in the current position for a year.

The meeting adjourned at 8:38 PM.