**Lee Town Council**

**Regular Meeting Minutes**

**June 2, 2020**

Mayor: James E. Bell

Council President: Dianne Beck

Council: Erika Robinson, Ronnie Bass, Joyce Bethea, Edwin McMullen

Town Manager/Clerk: John Anderson

Attorney: Ernest Page

County Commissioner: Rick Davis, absent

Mayor Bell called the meeting to order.

**Amend or Update Agenda**

Council reviewed the agenda.

**Mayor asked for a vote:**

**Action Item**:

A motion to accept the agenda was made by Councilman McMullen. Councilman Bass seconded the motion and the motion was approved unanimously.

The Minutes for the May 5, 2020 Regular Council Meeting were reviewed by the Council.

**Mayor asked for a vote:**

**Action Item**:

A motion to accept the minutes as printed for the May 5, 2020, Regular Council Meeting was made by Councilwoman Robinson. Councilwoman Bethea seconded the motion and the motion was approved unanimously.

**Public Comments: None**

**Old Business: None**

**New Business:**

1. The Town of Lee’s auditor, Ken Daniels, was present and gave an audit report for the 2018/2019 fiscal year. Mr. Daniels reviewed and discussed several items of interest in the report with the Council. The Town of Lee was given a clean audit by Mr. Daniels.

\*Note: There was some discussion on the issue with the wells at Blair Park due to a pump being down and the cost associated with it. Town Manager, John Anderson, had not received an estimate of the cost at the time of this Council Meeting.

2. Council reviewed the new Interlocal Agreement with Madison County for Building Code Inspection Services. After some discussion on the new agreement Mayor Bell asked the Town Council how they would like to proceed.

**Mayor asked for a vote:**

**Action Item**:

A motion to approve the new Interlocal Agreement with Madison County was made by Council President Beck. Councilman Bass seconded the motion and the motion was approved unanimously.

**Fire Department:**

No report was available.

**Town Manager:**

1. We are continuing to research and work with our documents concerning zoning on Mobile Homes in the Town of Lee.

2. Concerning our change over to LED street lights with Duke Energy, including eight additional lights, our cost increase is estimated to be fifty to one-hundred and twenty dollars per month depending on the fuel adjustment charge.

3. We are waiting on a quote from two other Insurance Companies concerning the Town’s insurance.

4. Terry Thomas, with Communications Tower Group, contacted us on Monday, 6/1/2020. The State Historic Preservation Office has cleared the proposed Cell Tower location. They will now proceed to the next step in placing a cell tower in the Town of Lee.

5. The Town’s inventory was completed last week and we should have a report available at next month’s Council Meeting.

6. DEP inspection of the Water system that took place on May 13, 2020 went well. We are due to have the Water Tower inspected and cleaned. We have requested quotes on getting that done.

7. The Town started accepting credit cards on May 15, 2020 for utility charges.

8. We have not been charging late fees on the April and May bills due to the COVID-19 situation. Discussion was made on whether we should charge late fees for the June billing.

**Mayor asked for a vote:**

**Action Item**:

A motion not to charge a late fee for the June billing was made by Councilman Bass. Council President Beck seconded the motion and the motion was approved unanimously.

9. We will need to look at setting a date for the Budget Workshop and set Millage for Ad valorem taxes at the next Council meeting.

10. A reminder that Financial Disclosure Forms are due July 1st to Tommy Hardee, Supervisor of Elections.

11. We have no information at this time on when or where the Suwannee River League of Cities Board and Membership Meeting will be held.

12. The free Ethics Training Class that was to be held in Madison on Friday, June 26, 2020 from 8am-12pm has been cancelled due to the COVID-19.

13. Free Webinars for the Ethics Training are being offered on-line Wednesday, June 17th and June 24th from 10am-12pm. Registration is required for these webinars.

14. Town Manager, John Anderson, announced that he will be retiring at the end of August this year. We will be advertising for the replacement of the Town Manager position. Discussion was made by Council President Beck on the possibility of shifting some of the responsibilities of the Town Manager position to the Deputy Clerk. Mayor Bell mentioned an adjustment in pay if duties and responsibilities were added to the Deputy Clerk’s position.

Bills:

Utility: **#2884-2905; ACH #452-455**

Utility Deposit Account: **CK#1567-1568**

Debt Service Account: **No Activity**

General: **#8875-8887; ACH #1126-1138 EFT #0501-0513**

**Mayor asked for a vote:**

**Action Item**:

A motion to pay the bills was made by Councilman McMullen. Council President Beck seconded the motion and the motion was approved unanimously.

**Attorney Ernest Page:** No comments

**County Commissioner Rick Davis:** Absent

**Council Member Comments**:

Councilman Bass: None

Council President Beck: Would like to see the Lake cleaned up.

Councilwoman Robinson: None

Councilwoman Bethea: None

Councilman McMullen: None

There being no further business the meeting was adjourned.

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James Bell, Mayor

Attested: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sona Hayslett, Deputy Clerk