

TOWN OF CINCO BAYOU
REGULAR COUNCIL MEETING MINUTES
February 14, 2013 – 6:00 PM

Mayor Farley called the Regular Council meeting to order at 6:00 P.M. on Thursday, February 14, 2013. Roll call was taken:

ROLL CALL:

MAYOR FARLEY	COUNCILWOMAN HOOD
COUNCILMAN CHUBB	COUNCILWOMAN DRIVER
COUNCILMAN BRATTON	COUNCILMAN ARTABASY

Also present at the meeting were: Asst. Town Manager/Clerk Monika Gillette, Town Attorney Jeff McInnis, Town Engineer Joe Rector, and resident Matt Sievers.

Regular Business:

1. **Council Approval of Agenda:** Mayor Farley asked for approval of the agenda. Councilwoman Hood made a motion to approve the agenda. Councilwoman Hood seconded the motion. The motion passed unanimously.
2. **Council Approval of Consent Agenda:** Mayor Farley asked for approval of the consent agenda: Regular Council Meeting Minutes, January 10, 2013 Public Hearing Meeting Minutes, January 17, 2013, and Budget Status as of January 31, 2013. Councilman Bratton made a motion to approve the consent agenda. Councilwoman Driver seconded the motion. The motion passed unanimously.

ACTION ITEMS:

1. Councilwoman Hood made a motion to proclaim March 2013 as Woman's History Month. Councilwoman Driver seconded the motion. The motion passed unanimously.
2. Councilman Chubb made a motion to direct the Town Manager/Clerk to place an ad for vacant council seats for the term April 1, 2013 to March 31, 2015. Councilman Artabasy seconded the motion. The motion passed unanimously.
3. No action was taken to appoint Mayor Pro Tem at this meeting.

Discussion Items:

1. CDBG Update: Ms. Dykes submitted a written report on the status of the CDBG project. Engineer Rector stated that the project is slated for completion April 27, 2013.

Reports:

Town Manager's Report – Ms. Dykes submitted a written report. Council members were concerned with the lot clearing of 90 Yacht Club and asked that the Town Manager check the property for any code violation in regards to tree removal. The mayor suggested that Keith Williams take pictures of any stumps.

Attorney's Report – None

Engineer's Report – Engineer Rector submitted a written report. He updated the Council on the Seaway Boat Launch road design stating that it had been completed with an estimated cost of

\$25,000. Councilman Bratton made a motion to conditionally approve following the Town's bid process upon legal review. Councilwoman Hood seconded the motion. The motion passed unanimously.

He also stated that Glenwood Park ditch project was completed to his satisfaction and commended the contractor for his work. Adjacent property owner Matt Sievers stated that the heavy rain drained correctly and that he was happy with the work done.

Engineer Rector stated the need for obtaining a Continuing Service Contract for minor construction activity for goods such as concrete and asphalt. Attorney McInnis stated that the Town had a purchasing policy in place and suggested it be reviewed and perhaps modified to reflect state standards. Councilman Chubb made a motion to review and amend the Town's purchasing and bid ordinance to reflect new standards. Councilwoman Hood seconded the motion. The motion passed unanimously. Attorney McInnis confirmed that the Town had provisions in its ordinances to tag onto other municipalities' contracts. Councilman Chubb made a motion to have the Town Manager investigate other municipalities' continuing service contracts for possible tag on by the Town. Councilman Driver seconded the motion. The motion passed unanimously.

Public Request / Comments: None.

Council Members Comments / Request:

- Councilman Artabasy stated he would not seek reappointment to his seat as he was moving out of Town.
- Councilwoman Hood thanked Councilman Bratton for his well written letter to the editor in support of Cinco Bayou. She also stated she would be attending the Sunshine Law seminar hosted by the City of Crestview.
- Councilwoman Driver thanked Keith Williams for his work on the Glenwood Park ditch project. She also stated that unregistered cars were once again being parked in front of Serigraphia and asked that the Town Manager look into it. She also stated that Mr. Balsley's property on Opp Blvd still was in poor condition and asked that a code violation letter be written to the property owner.
- Councilman Chubb asked that reports and agendas be sent out at least by Friday before the scheduled meeting.

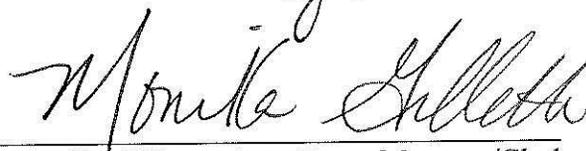
Mayor's Comments / Announcements: Mayor Farley announced upcoming meeting dates and Town Hall closure.

Adjourn – There being no further business, the meeting adjourned at 6:45 pm.





Theresa Farley, Mayor



Monika Gillette, Asst. Town Manager/Clerk