

**SNEADS TOWN COUNCIL
REGULAR MEETING
MARCH 9, 2021**

The Town Council of the Town of Sneads, Florida, met in a regular session at the Sneads Town Hall on Tuesday, March 9, 2021 at 6:00 p.m.

Mike Weeks called the meeting to order with the following present:

Mike Weeks, Alton Ranew, George Alexander,
Tim Arnold, and Donovan Weeks; Council Members
Daniel Cox, Attorney
Mike Miller, Police Chief
Sherri Griffin, City Clerk
Danielle Guy, Deputy Clerk

And the following were absent:
None

All stood for the Pledge of Allegiance.

Alton Ranew made a motion to approve the **February** minutes as presented. Tim Arnold seconded. All voted aye.

Sherri Griffin, City Clerk presented Financial Statements and Budget Review Summary for **February**. (See Attached) Tim Arnold made a motion to accept them as presented. George Alexander seconded. All voted aye.

Donovan Weeks made a motion to pay approved bills. Alton Ranew seconded. All voted aye.

Mrs. Griffin discussed that the next Council meeting needed to be changed to Wednesday, April 14th, since the election is on the regular council meeting. Mr. Arnold made a motion to change the Council Meeting day to April 14th at 6pm. Mr. Alexander seconded. All voted aye.

Mr. Garner presented quotes for approval for the repairs for the pivots at the Wastewater Treatment Plant. (See attached) This is a noncompetitive negotiation. After discussion, Mr. Arnold made a motion for approval to give notice to proceed to Mills Supply for \$280,000. Mr. Alexander seconded. All voted aye.

Mr. Garner informed Council about the opening of the bids for the Health Department and the Gazebo. He stated we only received one bid total and it was on the Health Dept. He recommended that we reject the bid and readvertise. Mr. Alexander made a motion to reject the bids. Mr. Arnold seconded. All voted aye. After discussion, Mr. Ranew made a motion to readvertise with bids due back by April 2nd at 2pm, with the option to negotiate. Mr. Arnold seconded. All voted aye.

**Regular Meeting
March 9, 2021
Page 3**

Public Comment:

Jason Johnson
Chad Locke

Tim Arnold made a motion to adjourn at 6:43pm.

Respectfully Submitted,


Danielle Guy, Deputy Clerk

APPROVED:

MIKE WEEKS, COUNCIL PRESIDENT

**Regular Meeting
MARCH 9, 2021**

Budget Summary

GENERAL FUND

FEBRUARY-Revenues are 34.45% **above** budgeted amount. (Hurricane Relief Funds & CARES Act Funds)

Expenditures are 13.65% **above** budgeted amount. (CARES Act Purchases)

GAS TAX

FEBRUARY– Gas Tax County is 7.25% **above** budgeted amount. Local Option Gas Tax is 8.15% **above** budgeted amount.

Expenditures are 13.35% **below** budgeted amount.

SOLID WASTE

FEBRUARY-Garbage revenues are 3.25% **above** budgeted amount.

Expenditures are 2.25% **below** budgeted amount.

WATER & SEWER

FEBRUARY-Sewer Special is less than 14.85% **below** budgeted amount and ACI Sewer is less than 1% **below** budgeted amount.. Water Sales and Sewer Sales are just **above** budgeted amount.

Total Expenditures are less than 1% **above** budgeted amount.

RECREATION FUND

FEBRUARY- Expenditures are above budgeted amount. Hurricane Repairs.



Town of Sneads

PO Drawer 159

Sneads, Florida 32460

PH (850) 593-6636 Fax (850) 593-5079

Email: Sneadsmgr@sneadsfl.com

March 5, 2021

MEMO TO: Council President and Council Members

SUBJECT: Procurement of Repairs for WWTP Pivot System – Noncompetitive Negotiation

As all of you know, the pivot system at the WWTP was damaged by Hurricane Michael and a working pivot system is required under our DEP Permit. I have been working with State Revolving Loan Fund (SRF) since my arrival to get it repaired, as we still have over \$500,000 available, which can be utilized by the Town with no payback required. The total cost for repair of the pivot system is estimated to be approximately \$280,000, plus any Engineering Inspection fees.

Under our Purchasing System we can use noncompetitive negotiation and since SRF has agreed that we can use sole source agreement for these repairs, not purchases, and I have provided an email stream to this memo reflecting that Mills Supply is the authorized representative/dealer for Zimmatic and FieldNET products in Northwest Florida, I request authorization to authorize repairs to the pivot system at the WWTP be awarded to Mills Supply, as stated in estimates 830, 831, 832, 834 and 849 attached in the total amount of \$279,285.96, using SRF and Insurance Funds for payment.

Town Manager will be authorized to enter into construction agreement with Mills Supply, based on requirements of SRF on behalf of the Town of Sneads, issue a Notice to Proceed, and ensure that proper oversight is provided to ensure the project is done according to standard construction standards.

ELMON LEE GARNER
TOWN MANAGER

CC: Town Clerk, Deputy Town Clerk, Town Attorney, Construction File

Town Purchasing Policy

If competitive negotiation is used for procurement under a grant, the following requirements shall apply:

- a. Proposals shall be solicited from an adequate number of qualified sources to permit reasonable competition consistent with the nature and requirements of the procurement. The RFP shall be publicized and reasonable requests by other sources to compete shall be honored to the maximum extent practicable.
- b. The RFP shall identify all significant evaluation factors, including price or cost where required and their relative importance.
- c. The Town shall provide mechanisms for technical evaluation of the proposals received, determinations of responsible offerers for the purpose of written or oral discussions, and selection for contract award.
- d. Award may be made to the responsible offerer whose proposal will be most advantageous to the Town, price and other factors considered. Unsuccessful offerers should be notified promptly.
- e. The Town will follow Florida Statute 287.055 when procuring the services of professionals listed in that section.

4. Noncompetitive Negotiation

Noncompetitive negotiation is procurement through solicitation of a proposal from only one source, or after solicitation of a number of sources, competition is determined inadequate. Noncompetitive negotiation may be used when the award of a contract is infeasible under small purchase, competitive bidding (formal advertising) or competitive negotiation procedures. Circumstances under which a contract may be awarded under noncompetitive negotiation are limited to the following:

- a. The item is available only from a single source;
- b. Public exigency or emergency when the urgency for the requirement will be hindered by the delay incident to competitive bidding;
- c. In the case where grant funds are being used, the federal or state grantor agency authorized noncompetitive negotiations; or
- d. After solicitation of a number of sources, competition is determined inadequate.
- e. The contract item is available under a State of Florida Contract.

B. Competition

All procurement transactions requiring competitive negotiation will be conducted in a manner providing full and open competition. Some of the situations considered to be restrictive of competition include, but are not limited to:

1. Placing unreasonable requirements on firms in order for them to qualify to do business,



18135 Burke Street, Suite 100, Omaha, NE68022

February 25, 2021

Lee Garner
City of Sneads, FL
sneadsingr@sneadsfl.com

 **Re: Mills Supply – Dealer of Record, Sneads, FL Area**

Mills Supply owned by Randy Mills is our Zimmatic and FieldNET dealer of record to perform the functions of sales and service of Lindsay products and services in the North Florida Panhandle area.

Regards,

A handwritten signature in black ink, appearing to read "Jason Parker", with a stylized flourish at the end.

Jason Parker
Director of Dealer Development



Town of Sneads

PO Drawer 159

Sneads, Florida 32460

PH (850) 593-6636 Fax (850)593-5079

Email: Sneadsmgr@sneadsfl.com

January 15, 2021

**Ms. Krista McGraw
Florida Department of Environmental Protection
NW District
160 W. Government St, Suite 308
Pensacola, Florida 32502**

RE: Warning Letter - Town of Sneads WWTF – Facility ID: FLA010116 – Jackson County

Dear Ms. McGraw:

Receipt is acknowledged of your letter of January 4, 2021 regarding above facility inspection.

Responses are to reference sections containing deficiencies with required information

- a. Deficiency 5-2 Logbook not up to date. Operator has been brought the logbook up to date and informed that it is to be kept up to date. Senior management will do periodic checks on this item.**
- b. Deficiency 6-1 – A wall was constructed around the dumpster to keep future spills contained within the wall on January 13, 2021. Operator has been instructed to make a daily check of this area to ensure continued compliance and obtain adequate screening to prevent any future deficiencies occurring. Senior management will do periodic check on this item to ensure compliance.**
- c. Deficiency 6-4 – Solids in clarifier and contact containers due to midge flies. We now treat with Vectobex as needed. Clarifier design allows solids to exit with effluent, not strained into a trough as with most clarifiers. During the upcoming major repairs to the facility because of damages from hurricane Michael, we will request the Engineers to look at this and see if a more efficient method can be designed, to prevent further deficiencies. Work should begin on/about February 1, 2021, after which a new design and photographs, if feasible, will be forwarded to your office. A plan is being prepared to go out to bid to repair all aspects of the pivot system to ensure that all parts are operating at the required level. This is also part of the repairs from Hurricane Michael to be accomplished.**
- * d. Deficiency 10-1 – This item will be reviewed as part of upcoming major repairs to ensure that all pivots are operational as required by permit, and operators are on location the required amount of time as required.**
- e. Deficiency 9-1 – These deficiencies occurred prior to the employment of current operator and no records were found to respond to this item. It is believed that it occurred because of affluent deposited in the system from Apalachee Correctional Institution prior to changing testing sites to get a more accurate reading. Exceedance information in the future will be submitted with DMRs.**

If further information is desired, please notify the undersigned.

Thank you for consideration to these responses and Town Staff will be glad to meet with representatives of your office to further discuss these matters.

Sincerely,



**ELMON LEE GARNER
TOWN MANAGER**

CC via email:

**Larry Couch
Michael Fuller
Katie Ates
Justin McKinnie**

	See Deficiency 6.4
Reuse	
Does the facility have reuse?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
What type of reuse the facility is approved for?	Part II
Spray Fields	
Is a cover crop planted year-round?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Is the field free from excessive vegetation (must be harvested and removed)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are there signs of ponding or runoff?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA See Deficiency 10.1
Are advisory signs posted that designate nature of project area?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

10.1

Deficiency: Five of the seven pivots on the spray field are not operational causing ponding of effluent.

Rule/Permit Reference: Permit XI.7 and Permit IV.A.4

The permittee shall at all times properly operate and maintain the facility and systems of treatment and control, and related appurtenances, that are installed and used by the permittee to achieve compliance with the conditions of this permit. This provision includes the operation of backup or auxiliary facilities or similar systems when necessary to maintain or achieve compliance with the conditions of the permit. [62-620.610(7)]

The hydraulic rate shall not produce surface runoff or ponding of the applied reclaimed water. [62-610.423(3) and (4)]

Corrective Action: Make necessary repairs to all pivots. In your response to the Department, provide a date as to when repairs will be complete.

11. Biosolids: In-Compliance

Were biosolids being disposed of in accordance with the permit?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Did the Facility maintain adequate records for the transfer?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Did the facility analyze the biosolids in accordance with the permit?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Did the department receive a Biosolids Annual Summary Report?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Did the department receive the current biosolids analysis for the facility?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA

Mills

SUPPLY

Estimate

Date	Estimate #
3/2/2021	830

Name / Address
Town of Sneads PO Drawer 159 Sneads, FL 32460 Attn: Sherry Griffen

Item	Description	Qty	Cost	Total
FILTER	IRRIGATION FILTER SYSTEM REPAIR Disassemble, clean, and repair 18" irrigation filter on Sneads WWTP Effluent Irrigation Mainline. Replace all moving parts and seals as necessary to put filter back into operation condition. Existing screen and cleaning wand are made of stainless steel and will be cleaned and reused. If the screen or cleaning wand need replaced, there will be additional charges for required items. This estimate also includes repairing control panel and ball valve actuator to operational status. Town of Sneads to provide crane on service truck for lifting of filter top.	1	14,552.00	14,552.00

Prices good for thirty (30) days from the date of this estimate.

Subtotal \$14,552.00

Sales Tax (0.0%) \$0.00

Total \$14,552.00

P.O. Box 804 • Shalimar, Florida 32579 • Phone/Fax: (850) 651-6625
email: millsupply@cox.net

Mills

SUPPLY

Estimate

Date	Estimate #
3/2/2021	831

Name / Address
Town of Sneads PO Drawer 159 Sneads, FL 32460 Attn: Sherry Griffen

Item	Description	Qty	Cost	Total
PUMPST	PUMP STATION REPAIR Repair and retrofit pump station located at Sneads WWTP. Project includes the following: 1. Remove and discard two existing 7.5HP vertical turbine pumps and motors. Replace with new vertical turbine pumps and motors which includes discharge heads with mechanical seals and stainless steel column piping. 2. Remove and discard existing valves and piping manifolds and replace with new stainless steel check valves and stainless steel manifolds. 3. Remove and discard old control panel and replace with Watertronics control panel. Watertronics control panel will be a VFD control panel with software as specified in attached document. 4. All other components for a complete and operational system. Existing pump station deck and air relief valve will be reused.	1	98,087.00	98,087.00
Prices good for thirty (30) days from the date of this estimate.			Subtotal	\$98,087.00

Sales Tax (0.0%)	\$0.00
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Total	\$98,087.00
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Mills

SUPPLY

Estimate

Date	Estimate #
3/2/2021	832

Name / Address
Town of Sneads PO Drawer 159 Sneads, FL 32460 Attn: Sherry Griffen

Item	Description	Qty	Cost	Total
PIVOT	<p>CENTER PIVOT REPAIRS Repair existing center pivots located on the Sneads WWTP spray field. Repairs are to the operational components of the pivots and does not include any structural issues at this time. This includes the following items:</p> <ol style="list-style-type: none">1. Replace all alignment hardware on control boxes.2. Replace end gun booster pumps and repair end guns as needed.3. Flush systems of sand and debris from lack of filtration.4. Inspect gear boxes and drive train and replace components as needed5. Check control boxes and replace components as needed.6. Check sprinklers and nozzles and replace as needed.7. Run systems and adjust alignment. <p>The attached list of parts is an estimate of needed components and included in this proposal. Any additional required parts will be an additional cost and will be billed separately. All left over parts will be turned over to Sneads WWTP and can be used for future repairs.</p>	1	54,632.78	54,632.78T

Prices good for thirty (30) days from the date of this estimate.

Subtotal \$54,632.78

Sales Tax (0.0%) \$0.00

Total \$54,632.78

P.O. Box 804 • Shalimar, Florida 32579 • Phone/Fax: (850) 651-6625
email: millssupply@cox.net

Customer Quote

Customer Information

Customer Name Town of Sneads
 Customer Address
 Customer Address
 Contact Randy
 Contact Phone
 Customer Reference No. 1
 Date 3/2/2021
 Quote Description repairs

Item Details

Item No	Description	Qty	Price	Extended Price
1611283	DRIVE ARM ASSY,NELSON REPAIR PART FOR 8852659 SR100	6	\$222.24	\$1,333.46
1610939	SCREW,1/4-20X9-15/16",HWH,ZN	12	\$3.47	\$41.58
1610582	MOTOR ASSY,CDU,1 HP,59 RPM,EE	4	\$752.52	\$3,010.10
1610205	KIT,T-HEAD CAM+STP DWN CAM ARM	25	\$6.20	\$154.88
1608362	OIL,GEAR,LIFE,XL LUBE,5GALLON	2	\$285.47	\$570.95
1605990A	GEARBOX,AT,NON-TOW,50:1	14	\$535.24	\$7,493.33
1603604	R300 ROTATOR ASSY,BROWN	100	\$24.48	\$2,447.55
1600035	FUSE,10 AMP,500 V,D.E.T.D.	20	\$2.85	\$56.91
1482470	DROP,RED, POLY PRO, FXM, 72"	25	\$16.87	\$421.84
1426430	DRAIN ASSY, PIVOT, Z	10	\$20.56	\$205.59
1420550	KIT,C.D. END BKT,3/4 HP MOTOR	6	\$58.87	\$353.24
1414980	STATOR,1 HP,1725 RPM,2008F Use with 1253270	6	\$257.07	\$1,542.43
1274200	SLEEVE,MOTOR,BOOST,P.200GPM	1	\$66.85	\$66.85
1207430	CONTACTOR,TWR,18A,NC,NO,CE	6	\$33.44	\$200.66
1189210	CONTACTOR,3P REV,MI,W/AUX,SQD	6	\$115.03	\$690.17
1184050	SCREW,1/4-20X1,HX,GR2,FTH,SS	25	\$0.28	\$7.09
1183460	FUSE,20 AMP,600 VOLT,CLASS CC	20	\$5.82	\$116.34
1128727	NOZ,NEL,3TN,#28, 7/32 ,BLUE	100	\$1.45	\$144.90
1004357	COUPLER,KIT,7/8"DRIVESHAFT,ALU	28	\$16.74	\$468.64
0990309	SWITCH,MICRO,SPDT,15A,120V,W/R	12	\$11.77	\$141.25
0988667	SWITCH,ROTARY POWER,6 PST,10A	2	\$29.55	\$59.09
0646133	SEAL,200 GPM,BERKLEY,S32014	1	\$141.59	\$141.59
0646117	GASKET,CASE,200 GPM,BERK,S4757	1	\$18.69	\$18.69
0635052	MOTOR,200 G.P.M.BOOSTER PUMP	1	\$1,416.91	\$1,416.91
0625061	PUMP,BOOSTER,130 G.P.M.	5	\$955.50	\$4,777.50
0376418	SHIELD ASSY,TOWER PANEL,GRAY	30	\$30.30	\$909.09
0348433	WHEEL ASSY,14.9 X24,L,WO/T,8"R	3	\$722.18	\$2,166.54
0348425	WHEEL ASSY,14.9 X24,R,WO/T,8"R	3	\$722.18	\$2,166.54
0348391	WHEEL ASSY,16.9 X24,L,W/T	2	\$1,161.58	\$2,323.17
0348383	WHEEL ASSY,16.9 X24,R,W/T	2	\$1,161.58	\$2,323.17
0174301	KIT,HRDW TOWER CONT ROD,SS	25	\$52.50	\$1,312.50
			Subtotal:	\$37,082.55
			Discount:	\$0.00
			Ancillary Item	\$0.00
			Subtotal:	\$37,082.55
			Quote Total:	\$37,082.55

Accepted:

This document is for quoting purposes only.

Mills

SUPPLY

Estimate

Date	Estimate #
3/2/2021	833

Name / Address
Town of Sneads PO Drawer 159 Sneads, FL 32460 Attn: Sherry Griffen

Item	Description	Qty	Cost	Total
PIVOT	CENTER PIVOT REPLACEMENT - PIVOT #2 SNEADS WWTP Complete replacement of wrecked pivot #2 located at Sneads WWTP. Project includes the following items: 1. Disassembly, removal, and disposal of existing wrecked center pivot. 2. Supply and install new center pivot matching up to original specifications of size, flowrate, and thickness. See attached Order Summary. 3. Hook up new pivot to existing piping network and control valves. 4. Set up new pivot to new Fieldnet online control system. 5. Startup, alignment, and adjustment of pivot to field conditions. 6. All materials, equipment, and labor for a complete and operational system. 7. Existing mechanical joint connection to supply piping and pivot point angle iron will be reused.	1	63,668.18	63,668.18T

Prices good for thirty (30) days from the date of this estimate.

Subtotal 63,668.18

Sales Tax (0.0%) \$0.00

Total 63,668.18



Quote/Sales Order Summary

Mills Supply

P.O. Box 804

Shalimar, FL 32579

Office: 850-651-6625; (2): 850-974-6625

millsupply@cox.net

Sold To: Town of Sneads

Ship To:

Order No.	Date: 3/2/2021	Sales Rep: Randy Mills
System	System Type	System Length
	9500P w/ 9500 Series Spans	511.25
		Outlet Count
		72

	Description	Price
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System Type:	9500P w/ 9500 Series Spans
Number of Spans:	Number of Spans : 3
Spans:	Three (3) spans 6' 5/8" X 157'
Overhang:	5-9/16" x 33' (10.06m) Overhang, 90" Spacing, 9500P
Endgun	Nelson SR100, Flanged
Control Panel:	Control Panel, 712C, 30amp w/ MNT
Pivot Point:	Heavy Duty - 9500
Wheel Sets:	Three (3) 14.9 x 24, New, w/o Tube, 8" Rim
Center Drives:	Three (3) 59 RPM, Lindsay
Gear Boxes:	Non-Tow, AT Gearbox
Sprinkler Package:	Sprinkler Outlet Spacing = 90 inches (60) Nelson R3030, Rotator w/ ST Regulator and Weight (60) Clamp, Hose 3/4", Worm Gear (60) 1 Male x Barb Fitting, Longest 96" - Premium Red Hose (60) Gooseneck, Senninger, 180 Deg, Barb w/ Stainless Steel Nipple
FieldNET:	Free FieldNET RTU - Must choose RTU type before ordering

Total System Length:	Approximately 511.25 ft
Total System Area:	Approximately 18.85 acres

System Sub Total:	\$44,616.57
Buy-Out Items	\$0.00
Freight:	\$4,093.00
Dealer Supplied Items with Freight:	\$0.00
Installation:	\$11,247.50
Sub Total:	\$59,957.07
Misc. Items	\$0.00
Trade-In (Dollars)	\$0.00
Surcharge	\$3,711.11
Total Cash Allowance:	\$0.00
Total Quote Price Before Tax	\$63,668.18

Tax \$0.00

Grand Total: \$63,668.18

Mills

SUPPLY

Estimate

Date	Estimate #
3/2/2021	834

Name / Address
Town of Sneads PO Drawer 159 Sneads, FL 32460 Attn: Sherry Griffen

Item	Description	Qty	Cost	Total
WIRE	REPAIR OF WIRE TO PIVOT #3 AND #4 Splice existing wire by pivot #2 and run new aluminum underground feeder wire to pivot #3 and pivot #4. Wire will be trenched to north and around existing pond in field to pivot locations.	1	26,525.00	26,525.00T

Prices good for thirty (30) days from the date of this estimate.

Subtotal \$26,525.00

Sales Tax (0.0%) \$0.00

Total \$26,525.00

P.O. Box 804 • Shalimar, Florida 32579 • Phone/Fax: (850) 651-6625
email: millsupply@cox.net

Mills

SUPPLY

Estimate

Date	Estimate #
3/2/2021	849

Name / Address
Town of Sneads PO Drawer 159 Sneads, FL 32460 Attn: Sherry Griffen

Item	Description	Qty	Cost	Total
WTFN	Install pivot control panels for online Fieldnet connection located at Sneads WWTP spray fields. Installation of panels includes first year subscription fees. Current yearly subscription cost is \$300.00 per pivot for a total of \$2100.00 per year.	1	21,821.00	21,821.00

Prices good for thirty (30) days from the date of this estimate.

Subtotal \$21,821.00

Sales Tax (0.0%) \$0.00

Total \$21,821.00

P.O. Box 804 • Shalimar, Florida 32579 • Phone/Fax: (850) 651-6625
email: millsupply@cox.net

Lee Garner

From: Banks, Timothy <Timothy.Banks@FloridaDEP.gov>
Sent: Wednesday, March 3, 2021 7:55 AM
To: Lee Garner
Cc: Montgomery, Thomas
Subject: RE: Sneads FL - Mills Supply

 Yes, I think since this one is for repairs to equipment you are good to go.


From: Lee Garner <sneadsmgr@sneadsfl.com>
Sent: Wednesday, March 3, 2021 8:54 AM
To: Banks, Timothy <Timothy.Banks@FloridaDEP.gov>
Subject: RE: Sneads FL - Mills Supply

 Is this then considered a sole source contractor as far as DEP SRF is concerned?

Thank you,

Lee Garner, Town Manager, Sneads

From: Banks, Timothy <Timothy.Banks@FloridaDEP.gov>
Sent: Wednesday, March 3, 2021 6:47 AM
To: Lee Garner <sneadsmgr@sneadsfl.com>
Cc: Montgomery, Thomas <Thomas.Montgomery@dep.state.fl.us>
Subject: RE: Sneads FL - Mills Supply

 Thank you Lee. If you can get that all complete by the first of May and get us the final disbursement request by June 1st, that will work.

Tim

From: Lee Garner <sneadsmgr@sneadsfl.com>
Sent: Tuesday, March 2, 2021 2:47 PM
To: Banks, Timothy <Timothy.Banks@FloridaDEP.gov>
Subject: FW: Sneads FL - Mills Supply

 Concurrent time as stated below.

Lee

Concurrent time, not total

Randy

From: Lee Garner <sneadsmgr@sneadsfl.com>
Sent: Tuesday, March 2, 2021 1:05 PM
To: 'Randy Mills' <millsupply@cox.net>
Subject: FW: Sneads FL - Mills Supply

Please see remark below about total time?

Thanks,

Lee Garner, Town Manager, Sneads

From: Banks, Timothy <Timothy.Banks@FloridaDEP.gov>
Sent: Tuesday, March 2, 2021 12:42 PM
To: Lee Garner <sneadsmgr@sneadsfl.com>
Cc: Montgomery, Thomas <Thomas.Montgomery@dep.state.fl.us>
Subject: RE: Sneads FL - Mills Supply

✎ Are those times concurrent or is it really going to take 20 weeks?

Tim

From: Lee Garner <sneadsmgr@sneadsfl.com>
Sent: Tuesday, March 2, 2021 1:12 PM
To: Banks, Timothy <Timothy.Banks@FloridaDEP.gov>
Subject: FW: Sneads FL - Mills Supply

✎ Please see response below regarding pivot repair. What was Mr. Montgomery's response on using Mills?

Thanks,

Lee Garner

From: millsupply@cox.net <millsupply@cox.net>
Sent: Tuesday, March 2, 2021 12:01 PM
To: 'Lee Garner' <sneadsmgr@sneadsfl.com>
Subject: RE: Sneads FL - Mills Supply

To: 'Randy Mills' <millsupply@cox.net>
Subject: FW: Sneads FL - Mills Supply

Can you respond to the question below if we can get this thing going soon?

Thank you,

Lee Garner, Senads

From: Banks, Timothy <Timothy.Banks@FloridaDEP.gov>
Sent: Monday, March 1, 2021 10:34 AM
To: Lee Garner <sneadsmgr@sneadsfl.com>; Montgomery, Thomas <Thomas.Montgomery@dep.state.fl.us>
Subject: RE: Sneads FL - Mills Supply

Good morning Lee,

✍ Since this portion of the "project" is for repairs to an existing irrigation system, I think that should work. How fast could they get it done?

Thomas, do you have any thoughts on this?

Tim

From: Lee Garner <sneadsmgr@sneadsfl.com>
Sent: Monday, March 1, 2021 11:19 AM
To: Banks, Timothy <Timothy.Banks@FloridaDEP.gov>
Subject: FW: Sneads FL - Mills Supply

Tim:

✍ Would this suffice as a sole source for the repairs necessary at WWTP in Sneads, using SRF funds allocated to Sneads?

Thank you,

Lee Garner, Town MANAGER

From: Andy Murdock <andy.murdock@lindsay.com>
Sent: Saturday, February 27, 2021 9:13 AM
To: sneadsmgr@sneadsfl.com
Cc: mills supply <millsupply@cox.net> (millsupply@cox.net) <millsupply@cox.net>

RESOLUTION #21-03

SNEADS TOWN COUNCIL

Town of Sneads

WHEREAS, the Town of Sneads is vulnerable to the human and economic costs of natural, technological and societal disasters, and

WHEREAS, the Sneads Town Council recognizes the importance of reducing or eliminating those vulnerabilities for the overall good and welfare of the community, and

WHEREAS, the Town of Sneads has been an active participant in the Jackson County Local Mitigation Strategy Task Force, which has established a comprehensive, coordinated planning process to eliminate or decrease these vulnerabilities, and

WHEREAS, the Town of Sneads' representatives and staff have identified, justified and prioritized a number of proposed projects and programs needed to mitigate the vulnerabilities of Sneads to the impacts of future disasters, and

WHEREAS, these proposed projects and programs have been incorporated into the Jackson County Local Mitigation Strategy that has been prepared and issued for consideration and implementation by the communities of Jackson County,

NOW, THEREFORE, BE IT RESOLVED, that the Sneads Town Council adopts the 2021 Jackson County Local Mitigation Strategy to reflect the current need and citizen desire to identify and implement hazard mitigation initiatives that will reduce the county's susceptibility to numerous hazards. And, at the appropriate time, the Commission will develop and submit funding proposals to the appropriate agencies to implement the hazard mitigation initiatives identified in the 2021 Jackson County Local Mitigation Strategy.

BY _____
Council President

Clerk

Date

ORDINANCE NO. 2021-01

**AN ORDINANCE BY THE TOWN OF SNEADS, FLORIDA,
AMENDING THE TOWN OF SNEADS, ORDINANCE 2019-01
PROVISIONS RELATED TO THE ELEVATION OF
MANUFACTURED HOMES IN FLOOD HAZARD AREAS;
PROVIDING FOR APPLICABILITY AND SEVERABILITY; AND
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Legislature of the State of Florida has, in Chapter 166, Florida Statutes, conferred upon municipalities the authority to adopt regulations designed to promote the public health, safety and general welfare of its citizenry; and

WHEREAS, the Town of Sneads ("Town") participates in the National Flood Insurance Program and participates in the NFIP's Community Rating System, a voluntary incentive program that recognizes and encourages community floodplain management activities that exceed the minimum program requirements; and

WHEREAS, in 2020 the NFIP Community Rating System established certain minimum prerequisites for communities to qualify for or maintain class ratings of Class 8 or better; and

WHEREAS, to satisfy the prerequisite and for the Town to maintain the current CRS rating, all manufactured homes installed or replaced in special flood hazard areas must be elevated such that the lowest floors are at or above at least the base flood elevation plus 1 foot, which necessitates modification of the existing requirements; and

WHEREAS, the Town Council determined that it is in the public interest to amend the floodplain management regulations to better protect owners and occupants of manufactured homes and to continue participating in the Community Rating System at the current class rating.

NOW, THEREFORE, BE IT ORDAINED by that the Town of Sneads, Ordinance 2019-01, Floods, is amended as set forth in the following amendments, as shown in strikethrough and underline format in Section 2.

SECTION 1. RECITALS.

The foregoing whereas clauses are incorporated herein by reference and made a part hereof.

SECTION 2. AMENDMENTS.

The Town of Sneads, Code of Ordinances, is hereby amended by the following amendments.

Modify Section **B** Definitions, by deleting the following definitions.

~~**Existing manufactured home park or subdivision.** A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the date the community's first floodplain management ordinance was adopted}.~~

~~**Expansion to an existing manufactured home park or subdivision.** The preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).~~

~~**New manufactured home park or subdivision.** A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after {date the community's first floodplain management ordinance was adopted}.~~

Modify Section D Manufactured Homes, as follows:

1 General. All manufactured homes installed in flood hazard areas shall be installed by an installer that is licensed pursuant to section 320.8249, F.S., and shall comply with the requirements of Chapter 15C-1, F.A.C. and the requirements of this ordinance.

2. Limitations on installation in floodways. New installations of manufactured homes shall not be permitted in floodways.

3 Foundations. All new manufactured homes and replacement manufactured homes installed in flood hazard areas shall be installed on permanent, reinforced foundations that are designed in accordance with the foundation requirements of the Florida Building Code

Residential Section R322.2 and this ordinance. ~~Foundations for manufactured homes subject to Section 304.6 of this ordinance are permitted to be reinforced piers or other foundation elements of at least equivalent strength.~~

4 Anchoring. All new manufactured homes and replacement manufactured homes shall be installed using methods and practices which minimize flood damage and shall be securely anchored to an adequately anchored foundation system to resist flotation, collapse or lateral movement. Methods of anchoring include, but are not limited to, use of over-the-top or frame ties to ground anchors. This anchoring requirement is in addition to applicable state and local anchoring requirements for wind resistance.

5 Elevation. All manufactured homes that are placed, replaced, or substantially improved in flood hazard areas shall be elevated such that the bottom of the frame is one foot or more above the elevation required, as applicable to the flood hazard area, in the Florida Building Code, Residential Section R322.2 (Zone A). ~~Manufactured homes that are placed, replaced, or substantially improved shall comply with Section 304.5 or 304.6 of this ordinance, as applicable.~~

6 General elevation requirement. ~~Unless subject to the requirements of Section 304.6 of this ordinance, all manufactured homes that are placed, replaced, or substantially improved on sites located: (a) outside of a manufactured home park or subdivision; (b) in a new manufactured home park or subdivision; (c) in an expansion to an existing manufactured home park or subdivision; or (d) in an existing manufactured home park or subdivision upon which a manufactured home has incurred "substantial damage" as the result of a flood, shall be elevated such that the bottom of the frame is at or above the elevation required, as applicable to the flood hazard area, in the *Florida Building Code, Residential Section R322.2 (Zone A)*.~~

7 Elevation requirement for certain existing manufactured home parks and subdivisions. ~~Manufactured homes that are not subject to Section 304.5 of this ordinance, including manufactured homes that are placed, replaced, or substantially improved on sites located in an existing manufactured home park or subdivision, unless on a site where substantial damage as result of flooding has occurred, shall be elevated such that either the:~~

- ~~1. Bottom of the frame of the manufactured home is at or above the elevation required in the *Florida Building Code, Residential Section R322.2 (Zone A)*; or~~
- ~~2. Bottom of the frame is supported by reinforced piers or other foundation elements of at least equivalent strength that are not less than 36 inches in height above grade.~~

8 Enclosures. Enclosed areas below elevated manufactured homes shall comply with the requirements of the Florida Building Code, Residential Section R322.2 for such enclosed areas.

9Utility equipment. Utility equipment that serves manufactured homes, including electric, heating, ventilation, plumbing, and air conditioning equipment and other service facilities shall comply with the requirements of the Florida Building Code, Residential Section R322.

SECTION 3. APPLICABILITY.

For the purposes of jurisdictional applicability, this ordinance shall apply in the Town. This ordinance shall apply to all applications for development, including building permit applications and subdivision proposals, submitted on or after the effective date of this ordinance.

SECTION 4. INCLUSION INTO THE CODE OF ORDINANCES.

It is the intent of the Town Council that the provisions of this ordinance shall become and be made a part of the Town's Code of Ordinances, and that the sections of this ordinance may be renumbered or relettered and the word "ordinance" may be changed to "section," "article," "regulation," or such other appropriate word or phrase in order to accomplish such intentions.

SECTION 5. SEVERABILITY.

If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the ordinance as a whole, or any part thereof, other than the part so declared.

SECTION 6. EFFECTIVE DATE.

This ordinance shall take effect upon adoption.

PASSED AND ADOPTED in open regular meeting this __ day of April, 2021,
after public notice and hearing were provided as required by law.

ATTEST:

Town of Sneads, Florida

Sherri Griffin, Municipal Clerk

Mike Weeks, Council President

Approved for legal sufficiency:

Daniel H. Cox, Town Attorney



Town of Sneads

PO Drawer 159

Sneads, Florida 32460

PH (850) 593-6636 Fax (850)593-5079

Email: Sneadsmgr@sneadsfl.com

March 5, 2021

MEMO TO: Council President and Council Members

SUBJECT: Town Manager's Report – March 2021

- 1. Time sure has flown. Completed six (6) months on February 20th and have really enjoyed my time here and hope to provide several more years of service to the Town.**
- 2. I am sure you saw where the Governor approved our grant for \$162,500 for our project “Sneads Business and Pedestrian Connectivity Study”. This study will assist us with our plans to improve the area around Gloster and Old Spanish Trail. Have not heard back on our FRDAP for the Dotson Building proposal yet.**
- 3. I submitted Appropriations Request to Senator Gainer and Representative Drake for a new fire station and a new fire truck for consideration. We will see how these come out with the upcoming budget process for the State of Florida.**
- 4. We are waiting for a site visit from the State on our grant request for Stormwater in the Town. Will keep you posted as to when it is scheduled. Our appeal to FEMA on lift station #4 was granted, and we are also waiting for a site visit with FEMA and others for that so it can get repaired. Things are also moving with our Hazard Mitigation Grants for backup generators at the lift stations, Police Department and City Hall, along with other storm hardening projects at these locations. Several other projects are underway and hopefully by the end of the Summer, we can see much progress.**
- 5. The contractor started bringing material to start work on the Police/Maintenance/Tax Collectors building repairs yesterday. All the rain we have had held them up but hopefully we can get it completed in a short time.**
- 6. I have been elected as the Florida City County Manager's Association (FCCMA) District 1 Director which includes representing all the managers in the Panhandle from Monticello to Pensacola on their Board of Directors. This will result in up to 4 meetings per year, mostly at the same time as there are other conferences being conducted. Will require little time away from the office. Most of the meetings are in Tallahassee or Orlando.**
- 7. We submitted our SCOP Application for Church Street to DOT yesterday. Will have to wait and see if it is approved this year.**
- 8. We will be opening bids today for the Gazebo and Health Department hurricane repairs. Will hopefully have recommendations for approval at Council Meeting Tuesday night.**
- 9. I am attaching several articles that may be of interest to you to this report.**

10. Resolution No. 21-03 regarding adopting Jackson County Hazard Mitigation Strategy is attached for your review prior to council meeting.
11. I have also attached a copy of letter to the editor thanking the Sneads Police Department for their great service to the citizens of the Town. I have sent an email to the Chief expressing my appreciation to him and all his officers. I think the Police Department is being well operated under the supervision of Chief Miller.
12. We have checked with Municode regarding codification of our ordinances, and they have informed us they should have a preliminary report for us to review with 2-3 weeks. Looks like we are making progress on several fronts.
13. Attached please find drawings of the Concession Stand/Press Box/Restrooms of the facility in Marianna from Donofro Architects. I request you review these and see if there are any changes you would like to see as we begin to plan and design our new facility at the four (4) ballfields at the Sports Complex. The only question I have is if the press box has a 360-degree view of all the fields and I have addressed this to Mr. Donofro from whom I am expecting a response soon. He informed me that if there were no major changes to what we wanted, we could have the name and location changed on these plans at no charge to the Town, thereby saving us a good deal of money. I would appreciate your comments ASAP as this will be one of the next major projects to undertake at the complex.


ELMON LEE GARNER
TOWN MANAGER

CC: Town Clerk, Deputy Clerk, Town Attorney



Town of Sneads

PO Drawer 159

Sneads, Florida 32460

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Email: Sneadsmgr@sneadsfl.com

March 9, 2021

MEMO TO: Council President and Town Council

SUBJECT: Town Manager's Report No. 2 – March 2021

- 1. We had the bid opening for repairs to the Gazebo and Health Department Building last Friday at 2 PM. We did not receive any bids for the Gazebo and only one for the Health Department Building from C & C Construction of NW Florida in the amount of \$39,000.00. Based on this I would like to reject this bid and re-advertise again on a more widescale area for both projects. The amount of money we have allocated for these jobs is \$10,275 for Gazebo and \$27,350 for the Health Department.**
- 2. The fishing tournament held last weekend was a success, but it reflected that we need to pursue some repairs there. The lights are not sufficient at the ramp, bathroom facilities continue to stop up, and overall, more power is needed. Our recent cultural resource study is at the Corps of Engineers being evaluated and our consultant has inquired as to when it will be completed so that we can have the entire park area designed for what we want to see located there and funding streams pursued. In the meantime, we have funds available from our insurance proceeds from Michael and I would like to request quotes on more lighting for the ramp, investigate the possibility of installing a grinder pump at the restrooms that will allow the sewerage to be forced fed to the line leading to the state park where the Legion Road bends and goes to the park area, and install a larger electrical panel. In the meantime, I have received a call from Mr. Rhett Daniels of Jackson County, informing me that we possibly could get REA to install more lights at the ramp and have them billed to the county, a proposal I will follow up on. I am not sure what such an undertaking will cost, but to provide adequate service, we need to try something, while we wait on the major renovation project. Everything included here could be utilized in the future.**
- 3. Work has begun on the Maintenance/Tax Collector building and should be complete within the next month.**
- 4. I have ordered two (2) batting cage nets for the Little League area and we have located two (2) pitcher's cages that can be restrung with netting at no cost to us, using some of the old netting we have.**
- 5. Some conversations are being held today between our Consultants, IParametrics and State Revolving Loan Fund personnel, to see about combining the pivot repairs as a joint FEMA/SEF project and get the repairs started very soon, as I hope we can approve per my request tonight.**

LEE GARNER, TOWN MANAGER

Letter to the Editor

This is a letter to and about the Town of Sneads Police Department.

Anytime you look around, you can see a police car.

They really patrol our town.

I think they have made Sneads less noisy and slowed down the speeders.

(And I hope there is less drugs!)

My thanks goes to the men and women in the department for the performance of the duties of their profession.

*Betty Jean Johns
Sneads*

The Chattahoochee News-Herald & Sneads Sentinel
February 25, 2021