

**TOWN OF PALM BEACH SHORES, FLORIDA
REGULAR MEETING MINUTES
November 21, 2016**

CALL TO ORDER:

Mayor Koutzen called the meeting to order at 7:15 pm. The meeting was held at Town Hall located at 247 Edwards Lane, Palm Beach Shores, FL 33404.

Town Clerk Evyonne Browning called the roll and those present were Mayor Myra Koutzen, Vice Mayor Lisa Tropepe, Commissioner Roby DeReuil, Commissioner Gil Gilgallon, and Commissioner Pat O'Hara. Also present were Town Attorney Keith Davis, Police Chief Duncan Young, Fire Chief Trevor Steedman, and Public Works Director Alan Welch.

APPROVAL OF MEETING AGENDA (Additions, substitutions, deletions)

MOTION AND VOTE: Commissioner O'Hara moved to approve the Meeting Agenda. Vice Mayor Tropepe seconded the motion, which passed unanimously.

CONSENT AGENDA (Items that do not need discussion, but require a vote)

- a. Approval of November 21, 2016 Regular Meeting Minutes

MOTION AND VOTE: Vice Mayor Tropepe made a motion to approve the consent agenda with the removal of item 3e (Approval of 2017 Election Agreement with the PBC Supervisor of Elections) and to have it placed on the December 19, 2016 agenda, along with a copy of the previous years' agreement with the SOE. Commissioner DeReuil seconded the motion, which passed unanimously.

PRESENTATIONS

- a. PACE discussion: Anne Gannon, PBC Tax Collector & Kate Wesner, Ygrene PACE

DEPARTMENT AND BOARD REPORTS

- a. Financial Report

MOTION AND VOTE: Commissioner O'Hara moved to approve the financial report. Commissioner DeReuil seconded the motion, which passed unanimously.

- b. Staff Reports: Police, Fire, Public Works, Town Clerk, and Town Attorney.
- c. Planning & Zoning Report (verbal)

P&Z Chairman Janet Kortenhaus gave an update on the Board's recent discussion on allowing food trucks in the Town. The board was seeking approval to move forward by drafting new code language to bring before the Commission. The consensus of the Commission was not to move forward at this time.

COMMISSION REPORTS

Vice Mayor Tropepe will be attending the Florida League conference on December 8 to 9th. She also asked if we could make it easier for the residents to sign up for Code Red on the Town's website.

Commissioner Gilgallon attended the "Save our Seas" coalition which was held in our Town today.

Mayor Koutzen just returned from the League of Cities convention in Pittsburgh. She also plans to attend the conference in Orlando.

The Town settled with Mr. Hoeffler for \$135,000.

She also reminded everyone of the tree lighting ceremony on November 27th.

PUBLIC COMMENTS

Resident Ike Van Soelen spoke as the President of the POA and said there are surveys being handed out for the residents to fill out and return. Their motto: "What would you like to see the POA get involved in or not be involved in?"

Resident Gil Trower sent a question through the "Go To Meeting" application asking the Police Chief for Specific information regarding the Charles Hoeffler investigation and the close to \$400,000.00 cost to the Town

Mayor Koutzen responded to Mr. Trower's statement that the amount was not \$400,000.00. She further stated the Chief will not answer these questions in a public forum.

PROJECT UPDATES *(Non-voting items)*

- a. Update on Undergrounding project provided by Danny Brannon/Brannon & Gillespie

Mayor Koutzen said the process is underway and the survey will begin shortly. We will provide written updates as provided.

ORDINANCES AND RESOLUTIONS

- a. Ordinance O-7-16: (1st Reading) Amend Chapter 18 to regulate Beach events within the Town through a Special Event Permit process.

MOTION AND VOTE: After discussion on creating 1 special event document for all events, Vice Mayor Tropepe moved to approve the 1st reading of Ordinance O-7-16. Commissioner O'Hara seconded the motion, which passed unanimously.

- b. Resolution R-13-16: Budget Amendment FY 2016-17

MOTION AND VOTE: Commissioner Gilgallon moved to approve Resolution R-13-16 as presented. Commissioner DeReuil seconded the motion which passed unanimously.

OTHER BUSINESS *(Any regular business requiring a vote)*

- a. Police Taser Replacement (Capital)

MOTION AND VOTE: Vice Mayor Tropepe moved to approve the purchase in the amount of \$35,000 with the payments to be spread over 5 years. Commissioner Gilgallon seconded the motion, which passed unanimously.

- b. Approval of bond Counsel for the Town of Palm Beach Shores for the Undergrounding Project.
1. Mark E. Raymond, Attorney
 2. William G. Capko, Attorney

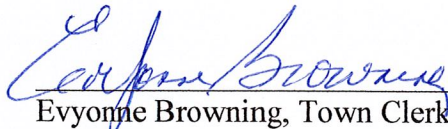
MOTION AND VOTE: Commissioner DeReuil moved to approve Mark E. Raymond as recommended by Mayor Koutzen. Commissioner Gilgallon seconded the motion, which passed unanimously.

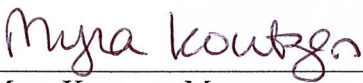
ADJOURNMENT

MOTION AND TIME: Vice Mayor Tropepe moved to adjourn the meeting at 9:32 pm.

Approved this 19th day of December, 2016.

Attest:


Evyonne Browning, Town Clerk


Myra Koutzen, Mayor

(Seal)

