

TOWN OF PALM BEACH SHORES, FLORIDA
REORGANIZATION MEETING MINUTES
MARCH 27, 2017

Mayor Koutzen called the meeting to order at 7:00 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 Gil Gilgallon, and Commissioner Pat O'Hara. Commissioner Roby DeReuil joined the meeting at 7:39 pm. Also present were Town Attorney Keith Davis, Police Chief Duncan Young, Fire Chief Trevor Steedman, Public Works Director Alan Welch, and Town Clerk Evyonne Browning.

APPROVAL OF MEETING AGENDA (Additions, substitutions, deletions)

MOTION AND VOTE: Current Vice Mayor Tropepe moved to defer Item #3 until Commission DeReuil joins the meeting. Commissioner Gilgallon seconded the motion, which passed unanimously by those in attendance.

INSTALLATION:

Deferred to the end of the meeting at 7:40 pm

- a) Oath of Office of Commissioner Roby DeReuil
- b) Oath of Office of Commissioner Patricia O'Hara

RESOLUTIONS:

- a. Resolution R-8-17 Appointment of Vice Mayor

MOTION AND VOTE: Mayor Koutzen recommended Pat O'Hara as Vice Mayor. At the approval of the Town Attorney, the Mayor handed the gavel to the current Vice Mayor, Lisa Tropepe which enabled the Mayor to make a motion that Pat O'Hara serve as Vice Mayor. Commissioner Gilgallon seconded the motion, which passed unanimously by those in attendance.

(Former Vice Mayor Tropepe handed the gavel back to Mayor Koutzen to continue the meeting)

- b. Resolution R-9-17 Appointment of Commissioner to Election Canvassing Board

MOTION AND VOTE: Commissioner Gilgallon recommended and moved that Commissioner Roby DeReuil serve on the Election Canvassing Board. Vice Mayor O'Hara seconded the motion, which passed unanimously.

- c. Resolution R-10-17 Appointment of Members to the Planning and Zoning Board

MOTION AND VOTE: Commissioner Tropepe moved that Janet Kortenhaus, Jason Prince, Grace Sterrett, Mary Stanton, and Nina Lammert be appointed as full board members and that Joan Bancroft serve as an alternate member to the Planning and Zoning Board. Commissioner Gilgallon seconded the motion, which passed unanimously by those in attendance.

d. Resolution R-11-17 Appointment of Evyonne Browning as Town Clerk and Wendy Wells as Town Treasurer

MOTION AND VOTE: Commissioner Gilgallon moved that Evyonne Browning be appointed as Town Clerk and Wendy Wells to be appointed as Town Treasurer. Vice Mayor O’Hara seconded the motion, which passed unanimously by those in attendance.

MISCELLANEOUS BUSINESS:

a. Approval: To appoint a Commissioner to serve on DRC as Chairperson

MOTION AND VOTE: Commissioner Tropepe moved that Mayor Koutzen continue to serve on the DRC as Chairperson. Commissioner Gilgallon seconded the motion, which passed unanimously.

b. Appoint Residents Member(s) to DRC

MOTION AND VOTE: Vice Mayor O’Hara moved that Elizabeth Kuechenmeister serve as the primary resident to the DRC and that David Anderson serve as the alternate resident to the DRC. Commissioner Gilgallon seconded the motion, which passed unanimously by those in attendance.

LEGAL UPDATE BY TOWN ATTORNEY

Town Attorney Keith Davis gave a legal update to the Town Commission which covered the following:
Form of Government, Sunshine Law, Public Records, Quasi-Judicial Proceedings; Gifts, Voting Conflicts, and Personal Liability. Each Commissioner received a copy of his update and a copy is herewith attached as a part of the minutes from the March 27, 2017 Reorganization Meeting.

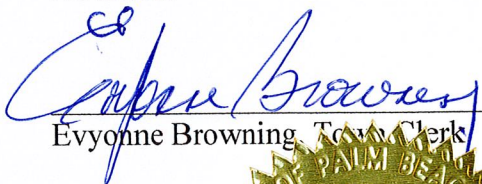
NOTE: At 7:39, Commissioner DeReuil joined the meeting. At 7:40 pm the Town Clerk performed the Oath of Office for Commissioner DeReuil and Vice Mayor O’Hara.

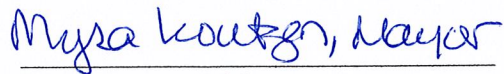
ADJOURNMENT

MOTION: Vice Mayor O’Hara moved to adjourn the reorganization meeting at 7:43 pm.

Approved this 17th day of April, 2017.

ATTEST:


Evyonne Browning, Town Clerk


Myra Koutzen, Mayor

(Seal)

