

TOWN OF PALM BEACH SHORES, FLORIDA
REGULAR MEETING MINUTES
MAY 15, 2017

Mayor Koutzen called the meeting to order at 7:05 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 Pat O'Hara, Commissioner Lisa Tropepe, Commissioner Roby DeReuil, and Commissioner Gil Gilgallon. 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

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

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

- a. Approval of April 17, 2017 Regular Meeting Minutes
- b. Approval of Interlocal Agreement with Palm Beach County for continued participation in DCBG, ESG and HOME Programs.
- c. Approval of Interlocal Agreement with PBC for Radio Maintenance Services.
- d. Approval of Interlocal Agreement with the Northern Palm Beach County Improvement District and the Town for MS4 NPDES Permit.

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

PRESENTATIONS - None

DEPARTMENT AND BOARD REPORTS

- a. Financial Report

MOTION AND VOTE: Vice Mayor O'Hara moved to approve the Financial Statement. Commissioner Gilgallon seconded the motion, which passed unanimously.

- b. Staff Reports: Police Department, Fire Department, Public Works, Town Clerk and Town Attorney.

- c. Planning & Zoning Report (verbal)

Planning and Zoning Board Chairman Janet Kortenhuis gave an update on the approved plans for 306 Sandal Lane (Architectural and Site Plan).

COMMISSION REPORTS

Vice Mayor O'Hara stated they are still waiting on the 2 grants and are hopeful that we will hear something before the next Commission Meeting.

Commissioner Tropepe stated that last week, an all women group assisted with Habitat for Humanity in Boca Raton to build a home. Representative Emily Slosberg was there and discussed a recent special session on medical marijuana. Commissioner Tropepe said it is in our back yard, as it is zoned in Riviera Beach. Mayor Koutzen stated we do not have that type of zoning in our Town.

Mayor Koutzen stated that last week she met with Lois Frankel for over an hour about many things such as Sober Homes at the Federal level. The Mayor inquired about dredging on our borders. Ms. Frankel said they will look into and if there are Federal Grants available to let them know and they will send a letter of recommendation on our behalf.

PUBLIC COMMENTS

PUBLIC PARTICIPATION AND OPPORTUNITY TO BE HEARD (Resolution R-7-13)

GENERALLY. *The Town of Palm Beach Shores, Florida, welcomes comments from the public who shall be given a reasonable opportunity to be heard on items placed on the agenda as provided for below in accordance with Section 286.0114, Florida Statutes. Each speaker is only allowed one (1) opportunity per topic to speak for a maximum of three (3) minutes unless allowed additional time by the presiding officer. By way of example, a citizen may not give his or her allotted three (3) minutes to another person in order to allow them to speak for six (6) minutes. Any citizen desiring to speak at a public meeting in accordance with these rules shall identify him/herself by name and address, and if the speaker is speaking for a group or organization, she/he should so state. Citizen comments will be directed to the Commission or Board, as a body through its presiding officer. Remarks shall not be addressed to a single member of the Commission or Board, the Attorney, or the Manager unless a majority of the members present for the Commission or Board shall so agree. The members of the Commission or Board are free to ask questions to clarify the citizen's comment. Citizens shall not attempt to engage members of the Commission or Board or staff in debate over the issue raised, but shall simply make their statement and request that the Commission or Board consider the matter.*

Resident Janet Kortenhaus spoke on behalf of the Ladies Auxiliary who support the Town's Fire Department. She has in the fall they will hold a kick-off event for the season and a drive for new membership.

Resident Grace Sterrett spoke on behalf of the Environmental Committee and hoped that everyone has seen the improvements to the landscaping throughout the Town. She wanted to thank the Commission for putting money in the Town's budget to help keep the Town looking beautiful.

PROJECT UPDATES/DISCUSSIONS (Non-voting items)

- a. Construction and Landscape Vehicles and Worker Identification processes.
Discussion: Town Attorney Davis stated this needs to be done through a Town Ordinance. He will draft one for the June 19th meeting.
- b. Level of service and billing options for bid processes for Town's waste management services.
Discussion: Commissioner Tropepe wanted to disclose that her firm sometimes does work with Waste Management. Town Attorney Keith Davis responded that this is for an RFP to go out to bid and not just the one vendor, so there is no conflict. Town Attorney Davis stated the Town has already used the one 5 year extension. Mayor Koutzen stated she believes (a) it should be bid exactly what we currently have, (b) add 2 pickup times per week, (c) or, add a dumpster in town in lieu of a 2nd pick up, (d) research standardized cans; (e) continue with a 5 year agreement with a 5 year renewal.

ORDINANCES AND RESOLUTIONS

- a. Ordinance O-2-17 (*Second Reading*): Amending Chapter 2, Administration, Article 2, Town Commission, Section 2-16. Regular Meetings. By amending this section to add a process for calling Special Meetings of the Town Commission and to provide for notice requirements; and section 2-17. Rules Governing Conduct of Meetings. By amending this section making reference to rules of decorum and public participation previously adopted by resolution; and section 2-28. Conduct of Spectators at meetings restricted. Amending this section to conform to rules of decorum and public participation previously adopted by the Town Commission by resolution.

MOTION AND VOTE: Commissioner Gilgallon moved to approve Ordinance O-2-17 for second reading. Vice Mayor O’Hara seconded the motion, which passed unanimously.

- b. Resolution R-13-17: Increasing number of credit card users with SunTrust Bank from 5 to 7, and repealing Resolution R-7-17.

MOTION AND VOTE: Commissioner Gilgallon moved to approve Resolution R-13-17. Vice Mayor O’Hara seconded the motion, which passed unanimously.

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

- a. Fire Department Staffing Solutions Proposal (*Fire Chief Steedman*)

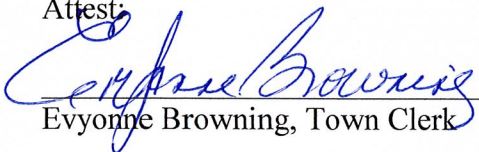
NOTE: Commissioner Tropepe left the meeting at 9:04 pm and did not vote on this item.

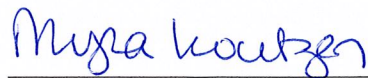
MOTION AND VOTE: Commissioner Gilgallon moved to approve hiring 3 fire fighters. Vice Mayor O’Hara seconded the motion. Commissioner DeReuil commented that he felt the Town should approve the 4 fire fighters as recommended by Chief Steedman. Commissioner Gilgallon amended his original motion to approve hiring 4 fire fighters as recommended by Chief Steedman. Vice Mayor O’Hara seconded the amended motion, which passed unanimously by those present.

ADJOURNMENT Mayor Koutzen adjourned the meeting at 9:30 pm.

Approved this 19th day of June, 2017

Attest:


Evyonne Browning, Town Clerk


Myra Koutzen, Mayor

(Seal)

