

REGULAR TOWN COMMISSION MEETING MINUTES

August 1, 2022

Minutes of the Regular Town Commission Meeting of the Town of Ocean Ridge held on Monday, August 1, 2022, at 6:00 PM in the Town Hall Commission Chambers and live audio feed provided through Gotomeeting.com.

CALL TO ORDER

The meeting was called to order by Mayor Hurlburt at 6:00 p.m.

Mayor Hurlburt reminded that the live audio feed is no longer interactive and encouraged those that would like to make a public comment to attend in person or send comments to the Town Clerk prior to the meeting.

ROLL CALL

Town Manager Stevens led the roll call, which was answered by the following:

Commissioner Coz	Present
Vice Mayor de Haseth	Present
Mayor Hurlburt	Present
Commissioner Pugh	Absent
Commissioner Wiescholek	Present

Town Manager Stevens mentioned that Commissioner Pugh was absent with notice.

PLEDGE OF ALLEGIANCE

Mayor Hurlburt led the Pledge of Allegiance.

ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA

Town Manager Stevens requested to add an item b under Presentations for Chief Jones to present employee recognitions.

Vice Mayor de Haseth requested to add an announcement as item d.

Commissioner Wiescholek moved to approve the agenda as amended; seconded by Commissioner Coz Motion carried 4-0.

PRESENTATIONS & PROCLAMATIONS

a. FCCMA Senior Advisor Dan Kleman Presenting Information Regarding Town Manager.

Mayor Hurlburt introduced and welcomed Mr. Kleman to speak.

Mr. Kleman explained what the FCCMA Senior Advisor does for municipalities in the search for Town Managers. He gave an overview of his past professional experience. He mentioned that he had four objectives which were: to go over the applications which the Commission had already received for the Interim Town Manager, to discuss the selection process, to discuss the entire recruitment process for a permanent Town Manger and to discuss the recruitment profile to advertise the vacancy.

Mr. Kleman discussed the three applicants for the Interim Town Manager and suggested that the Commission pick those that they wanted to interview and do so at a special meeting the following Monday. He gave his suggestions for compensation for the position as well as how much time for the overlap of the position.

The Commissioners discussed who they thought should be interviewed. There was a consensus to interview all three candidates.

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Town Manager Stevens asked who would develop the questions for the interviews. Mr. Kleman stated that he could provide some questions if they would like.

Commissioner Coz asked which of the candidates has expressed interest in the permanent position. Mr. Kleman stated only Ms. Ladner had voiced that. He had not asked the other two candidates.

Attorney Goddeau mentioned that she would be able to provide uniform legal questions to ask each of the candidates.

Mr. Kleman stated that he would schedule the interviews for 30 minutes each starting at 6:00 pm on Monday evening. He mentioned that the Commission should be ready to select their final choice at the end of the meeting. He provided a handout of the process/time schedule for the entire selection of the Town Manager and reviewed it with the Commission.

Commissioner Wiescholek pointed out that October 10th was Columbus Day and Manger Stevens mentioned that it was a holiday, and that Town Hall was closed. They decided to change the date to October 11th for the interviews.

Mr. Kleman answered the Commissioners questions regarding a normal Town Manager's contract length, advertising in papers out of state and advertising with the National League of Cities vs the Florida League of Cities. He asked the Commission for an approval of the dates that have been submitted for the timeline. There was a consensus to approve the dates.

Mr. Kleman provided a handout of the Town Manager Recruitment Profile. He asked for clarification on the salary and the education/experience requirements. There was discussion regarding the education and experience requirements and an agreement on the verbiage of what is desired. They discussed the salary range and the possibility of increasing it slightly. There was a consensus to increase the range to \$160,000. Mr. Kleman asked what the three major issues that the upcoming Town Manager would have to address. Each of the Commissioners expressed what they thought the issues should be.

Mr. Kleman said that he would have the revised profile at the next meeting.

b. Chief Jones to Recognize Employees

Chief Jones gave the background on why Detective Choban was being recognized. Detective Choban gave a few words in response to his recognition.

Chief Jones gave the background on why Officer Savino was being recognized.

ANNOUNCEMENTS

- a. The meeting schedule for the next month is as follows: Regular Town Commission Meeting Tuesday, September 6th at 6:00 PM which will include the first public hearing on the proposed FY23 budget; and Planning & Zoning Commission Meeting Monday, August 15th at 8:00 AM. All meetings are held in the Commission Chambers at Town Hall.
- b. There will be no Building Official's forum in the month of September.
- c. Residents who wish to sign up to receive important Town notifications and news through Civic Ready should sign up on the Town's website or call Town Hall for assistance.

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d. Vice Mayor de Haseth clarified an email that had been circulated to the public.

PUBLIC COMMENT – (3-minute individual limit)

Manager Stevens read emails into the record:

Ron Kern, Crowne Colony Club, thanked the Commission for their support of the crosswalk.

Janet and Roy Shines support the Ocean Ridge Police Department and does not support replacing them.

Connor Glendinning, 2 Sabal Drive, gave praise to Manager Stevens and hopes they hire someone just as good.

In-Person Public Comment:

Victor Martel, 46 Harbour Drive, wanted explanation of an expression within an email that was made.

Sarah Stiles, 16 Fayette, would like a “no turnaround” sign placed on her street.

Tina Gray, 39 Harbour Drive North, spoke about an accident on her road and her feeling regarding a specific officer.

Cindy Martel, 46 Harbour Drive, spoke about an altercation and her feelings about it.

Zoanne Hennigan, 91 Island Drive South, gave her praises to Manager Stevens, supports the police department and worried about possible sabotage from Commissioners.

Terry Brown, Harbour Drive South, spoke of his interactions with the police department and his support.

Gayle Maya Breman, 5590 N Ocean Blvd, thanked Manager Stevens for her work, supports the police department and the Commission.

APPROVAL OF CONSENT AGENDA (Items that do not require discussion)

1. Acceptance of the Revenue & Expenditure Reports for June 2022.

Vice Mayor de Haseth moved to approve the consent agenda; seconded by Commissioner Coz. Motion carried 4-0.

REGULAR AGENDA ITEMS

2. **Request for Waiver of Building Permit Penalty Fees for 6550 N. Ocean Blvd Unit 10 (By: Town Manager Stevens)**

Town Manager Stevens introduced the item and explained the background on it. She explained what the homeowner is requesting and mentioned that the work is still on-going.

Ms. Sherman explained her situation and requested the waiver.

Building Official Guy explained the ordinance violation. He asked the Commission to re-consider the ordinance fine for future cases.

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Mayor Hurlburt asked for Commissioner comment.

Commissioner Wiescholek stated that he did not want to reduce the current violation fine for offenders.

Commissioner Coz was surprised that Building Official Guy was wanting to reduce the fine and asked for his suggestion.

Building Official Guy gave his suggestions and his reasoning for wanting the change.

Vice Mayor de Haseth stated that she was in support for giving the building department that discretion.

Mayor Hurlburt stated that she understood the reasoning for the suggestion and asked Manager Stevens for suggestions for cutting down on the appeals.

Manager Stevens recommended a penalty schedule in the fee resolution and get rid of the waiver.

There was further discussion regarding work without penalty fees. The Commission decided to come back to this item at another meeting.

There was discussion regarding the case of Ms. Sherman and what they should do. There was a consensus to reduce the fee to a total of \$500

Commissioner Wiescholek moved to reduce the penalty fee amount from \$975 to \$500; seconded by Commissioner Coz. Motion carried 4-0.

3. **Second Reading of Ordinance No. 2022-09 – An Ordinance of the Town of Ocean Ridge, Florida, Amending Its Code of Ordinances, Specifically the Land Development Code, to Extend the Architectural Requirements for Front Elevations to All Elevations for Single Family Dwellings and Accessory Structures and to Permit Flat Roofs With Restrictions on Single-Family Residential Dwellings and Accessory Structures by Making Revisions to Chapter 64, Zoning, Article I, District Regulations, Section 64-1, RSF And RSE Single-Family Residential Districts, Section 64-3, Ocean View Special Area, Article III, Supplemental Regulations, Section 64-50, Location of Exterior Residential Equipment and Accessories, and Section 64-60, Decks, Patios, Driveways, Parking Areas, Steps, Stoops, and Terraces (Unenclosed and Uncovered); Chapter 67, Buildings and Building Regulations, Article III, Technical Codes and Other Construction Standards, Division 1, Generally, Section 67-37, Roof Systems; Providing for Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date. (By: Town Attorney Goddeau)**

Town Attorney Goddeau introduced the ordinance on second reading by providing the background and the changes made since the first reading.

Mayor Hurlburt called for public comment.

Carolyn Cassidy, 7 Hudson, gave information regarding flat roofs as useable area. Attorney Goddeau mentioned that after her comment at the Planning and Zoning meeting, she adjusted the ordinance to reflect her information.

Mayor Hurlburt closed public comment and asked for Commissioner discussion.

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Commissioner Wiescholek said that he feels that this ordinance is as good as they can get it for right now.

Commissioner Coz requested that going forward he would like to have separate items within an ordinance voted on separately.

Vice Mayor de Haseth stated she would like to have the locations of the flat roof usable area discussed more in the future.

Mayor Hurlburt stated that she agrees that she would like to continue these conversations but feels that something needs to be established now.

Commissioner Wiescholek moved to approve Ordinance 2022-09; seconded by Vice Mayor de Haseth. Motion carried 4-0.

Roll Call was as follows:

<u>Commissioner Coz</u>	<u>Aye</u>
<u>Commissioner Pugh</u>	<u>Absent</u>
<u>Vice Mayor de Haseth</u>	<u>Aye</u>
<u>Commissioner Wiescholek</u>	<u>Aye</u>
<u>Mayor Hurlburt</u>	<u>Aye</u>

STAFF & COMMITTEE REPORTS

4. Planning & Zoning Commission

There was no report due to no meeting that was held.

5. Town Manager

Town Manager Stevens advised that her report was included in the meeting package.

Terry Brown, Harbour Drive South, stated that he hoped that the new Town Manager will report on the project lists. Manager Stevens stated that they would be.

Commissioner Coz asked about the overgrowth on North Harbour. Manager Stevens stated that this issue is really an encroachment of Right of Ways, and it is a policy issue of the Commission.

There was discussion regarding the encroachment of right of ways and lines of sight within the town.

Commissioner Wiescholek would like this discussion placed on the next agenda or shortly thereafter.

6. Town Attorney

Town Attorney Goddeau did not have a report to present.

7. Police Chief

Chief Jones advised that the Police Department report was included in the meeting package. He went over the contents in his report. He informed the Commission that they are in the process of replacing the battery backup system in Town Hall.

He displayed the current sign that is in town and a metal sign sample and discussed the replacement of the current signs. He discussed the costs of the replacements and the money savings.

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Commissioner Wiescholek asked if the Fayette sign could be included. Chief Jones stated that it was included in their map of areas that were to be receiving the replacements.

Commissioner Coz asked what was the first item that was noticeable when Officer Savino pulled over the offender. Chief Jones explained what happened.

8. Town Engineer & Public Works

Town Engineer & Public Works report was included in the package.

9. Building Official

Building Official Guy mentioned that his report was included in the package.

Mr. Guy stated that he would like to utilize an Annual Maintenance Permit. He explained what that would entail. He said that the Commission would need to establish a fee for this and recommends \$2,500 for this.

Vice Mayor de Haseth stated that this could be used for not just the Town, but for condo associations as well.

There was discussion regarding this type of permit and an agreement to proceed with this.

TOWN COMMISSIONER COMMENTS

Mayor Hurlburt introduced the new Town Clerk, Kelly Avery, and welcomed her to the Town.

ADJOURNMENT

Meeting Adjourned at 8:17 p.m.

Minutes prepared by Town Clerk Avery and adopted by the Town Commission on October 3, 2022.



Susan Hurlburt, Mayor

ATTEST:



Kelly Avery, Town Clerk

