

REGULAR TOWN COMMISSION MEETING MINUTES
NOVEMBER 7, 2022

Minutes of the Regular Town Commission Meeting of the Town of Ocean Ridge held on Monday, November 7, 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 6:01 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 Clerk Avery led the roll call, which was answered by the following:

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

PLEDGE OF ALLEGIANCE

Mayor Hurlburt led the Pledge of Allegiance.

Mayor Hurlburt asked everyone to take a moment of silence for Dr. Jim Weege.

ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA

Interim Town Manager Ladner recommended the removal of items 5 and 6 on the Consent Agenda as well as item 16 on the Regular Agenda. She also requested to add Resolution 2022-20 as item 9a to the Consent Agenda.

Vice Mayor de Haseth requested to add an announcement as item J and wanted to add the discussion of employee contracts to Commissioner Comments.

Commissioner Pugh mentioned that for item 10 he would have to recuse himself due to a relationship with the applicant. He mentioned that he has filled out the responsive form.

Commissioner Wiescholek mentioned that he would still like to have a discussion on item 16 on the Regular Agenda.

Mayor Hurlburt read a statement regarding the removal of item 16. There was a discussion regarding the proposed Tree Board and the Tree City designation.

Commissioner Wiescholek moved to approve the agenda as amended; seconded by Commissioner Coz Motion carried 5-0.

PRESENTATIONS & PROCLAMATIONS

1. Mrs. Erica Whitfield (School Board District 4) – November 2022 Election School Tax Referendum

Mayor Hurlburt mentioned that Ms. Whitfield was not able to attend, but she was able to provide documents that are in the lobby for people to read.

ANNOUNCEMENTS

- a) The meeting schedule for the next month is as follows: Regular Town Commission Meeting Monday, December 5th at 6:00 PM; Planning & Zoning Commission Meeting Monday, November 21st at 8:00 AM; All meetings are held in the Commission Chambers at Town Hall.
- b) Please join us on Monday, November 7th at 5:00 p.m. in the Commission Chambers for a presentation by our Building Official on “Save the Swales”.
- c) Refurbishment of the Porter Street Beach crossover began on October 3rd. The crossover will be closed for approximately 8 weeks while the work is being completed.
- d) The FDOT Drainage project on Ocean Blvd/A1A at Anna St began approximately October 10th. The project is expected to take approximately ninety (90) days.
- e) The Town Veterans Day ceremony on November 11th will begin at 10 am at the Blue Star Memorial in front of Town Hall.
- f) One last reminder of when candidate qualifying is there are two Town Commission seats open for a three-year term. Candidate filing dates run from November 7, 2022 at Noon through November 18, 2022 at Noon in the Town Clerk’s Office. / La Elección Municipal Anual se llevará a cabo el 14 de marzo de 2023. Hay dos puestos de la Comisión Municipal abiertos por un período de tres años. Las fechas de presentación de candidatos se extienden desde el 7 de noviembre de 2022
- g) Town Hall will be closed on Friday, November 11th for Veterans Day, Thursday, November 24th, and Friday, November 25th for Thanksgiving.
- h) Please join us on Friday, December 2nd from 5:30 – 7:30 p.m. for the annual “Light the Lights” holiday event, which will be held at the Town Hall complex. Please check the Town’s website for more details to come.
- i) 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.
- j) There will be a Celebration of Life event for Dr. Jim Weege on Saturday, November 26th at 9:00 am until 1:30 pm at Town Hall. The service will be at 11:00 am and light refreshments will be served after.
- k.) The Police Department will having a Seminar regarding Preventing Crime on Wednesday, November 9th from 5-7pm.
- l.) The 5th Annual Toy Drive benefiting the Kids of the Guardian Ad Litem will be accepting toys until December 5th. Please bring your unwrapped toys to the Ocean Ridge Police Department.

Vice Mayor de Haseth reminded everyone that the Town would not be having the Santa Golf Cart event this year.

Chief Jones mentioned that due to the impending storm, the Crime Prevention seminar has been postponed.

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Mayor Hulburt informed everyone about the upcoming Sub-Tropical Storm Nicole. She asked Chief Jones to elaborate more about the storm expectations and their preparations.

PUBLIC COMMENT – (3-minute individual limit)

Mayor Hurlburt opened the floor for public comment.

Carol Besler – spoke on Starbright Civic Initiative & presented Chief Jones with a painting

Stella Kolb – spoke regarding Tree City/Tree Board

Carolyn Cassidy – spoke regarding signage on Old Ocean and Ord. 2020-05

Phil Besler – spoke on Book Club & Garden Club

Terry Brown – spoke regarding Chief Jones & trees

Todd Pappas – spoke on getting help from the Commission

Matthew Scott – spoke on amending Ord. 2020-05

Mayor Hurlburt closed the floor for public comment.

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

1. Adoption of the Minutes of August 1, 2022, Regular Town Commission Meeting,
2. Adoption of the Minutes of August 1, 2022, Special Town Commission Meeting,
3. Adoption of the Minutes of August 8, 2022, Special Town Commission Meeting.
4. Resolution 2022-17 Municipal Elections Agreement
5. ~~Resolution 2022-18 Waiver of Garden Club Facility Rental Fee for 5 years~~
(REMOVED FROM AGENDA)
6. ~~Resolution 2022-19 Waiver of Book Club Facility Rental Fee for 5 years~~
(REMOVED FROM AGENDA)
7. Approve Budgeted Expenditure of up to \$17,000 to D.L. Folsom Air Conditioning & Heating Corp. for the replacement of two (2) A/C units at the Town Hall Facility.
8. Approve Budgeted Expenditure of up to \$191,537 (including \$75,000 in carryover from FY 2022) for vehicle purchases/leases.
9. Authorize Garbage & Alarm Liens for FY 22
- 9.a. Approval of Resolution 2022-20, Declaration of a State of Emergency within the Town of Ocean Ridge

Commissioner Wiescholek gave an explanation on item number 8.

Commissioner Wiescholek moved to approve the consent agenda as amended; seconded by Commissioner Coz. Motion carried 5-0.

REGULAR AGENDA ITEMS

10. **Request from Ocean Club of Florida for a refund of the permit renewal fee paid for Permit #21684**

Mayor Hurlburt asked Interim Town Manager Ladner for an explanation on the item. Interim Manager Ladner gave an explanation of the item.

Mayor Hurlburt opened the floor for public comment. There was none. Mayor Hurlburt closed the floor for public comment and asked for Commissioner's discussion.

Commissioner Coz commented about the applicant hitting the McCormick Mile sea wall. Mayor Hurlburt stated that the Building Official was fine with this. There were no other comments.

Commissioner Wiescholek moved to approve the refund of the permit renewal fee paid for Permit #21684 for the Ocean Club; seconded by Commissioner Coz. Motion carried 4-0, with Commissioner Pugh recusal.

11. Request from 24 Eleuthera Dr for building permit extension for Permit #20108

Mayor Hurlburt asked Interim Town Manager Ladner for an explanation on the item. Interim Manager Ladner gave an explanation of the item.

Mayor Hurlburt opened the floor for public comment. There was none. Mayor Hurlburt closed the floor for public comment and asked for Commissioner's discussion.

Commissioner Pugh commented that these items should have been on the Consent Agenda and is fine with approving all of them. Vice Mayor de Haseth, Commissioner Coz, and Commissioner Wiescholek all agreed.

Commissioner Wiescholek moved to approve the permit extension for 12 months for 24 Eleuthera for Permit #20108, expiring March 15, 2023; seconded by Commissioner Coz. Motion carried 5-0.

12. Request from 6110 N Ocean Blvd 30 for building permit extension for Permit #22066

Mayor Hurlburt asked Interim Town Manager Ladner for an explanation on the item. Interim Manager Ladner gave an explanation of the item.

Mayor Hurlburt opened the floor for public comment. There was none. Mayor Hurlburt closed the floor for public comment and asked for Commissioner's discussion. There was none.

Vice Mayor de Haseth moved to approve the permit extension for 6 months for 6110 N Ocean Blvd for Permit #22066, expiring January 14, 2023; seconded by Commissioner Pugh. Motion carried 5-0.

13. Request from 6885 N Ocean Blvd for building permit extension for Permit #20149

Mayor Hurlburt asked Interim Town Manager Ladner for an explanation on the item. Interim Manager Ladner gave an explanation of the item.

Mayor Hurlburt opened the floor for public comment. There was none. Mayor Hurlburt closed the floor for public comment and asked for Commissioner's discussion. There was none.

Commissioner Wiescholek moved to approve the permit extension for 12 months for 6885 N Ocean Blvd for Permit #20149, expiring March 20, 2023; seconded by Commissioner Coz. Motion carried 5-0.

14. Request from 29 Eleuthera Dr for building permit extension for Permit #21974

Mayor Hurlburt asked Interim Town Manager Ladner for an explanation on the item. Interim Manager Ladner gave an explanation of the item.

Mayor Hurlburt opened the floor for public comment. There was none. Mayor Hurlburt closed the floor for public comment and asked for Commissioner's discussion. There was none.

Commissioner Wiescholek moved to approve the permit extension for 6 months for 29 Eleuthera Dr for Permit #21974, expiring April 12, 2023; seconded by Vice Mayor de Haseth. Motion carried 5-0.

15. Authorize Ocean Ridge Department of Public Safety to enter into Law Enforcement Accreditation Agreement

Mayor Hurlburt asked Chief Jones to update the Commission on the item. Chief Jones gave the update.

Chief Jones answered the question from Commissioner Pugh regarding previous accreditations.

Mayor Hurlburt opened the floor for public comment.

Marion Glinert – spoke regarding accreditation benefits
Sally – spoke regarding costs associated with accreditation

Chief Jones responded to their questions.

Mayor Hurlburt closed the floor for public comment and opened the floor for Commissioner discussion. Vice Mayor de Haseth commended Chief Jones for his hard work and commented on the program. Commissioner Coz commented on the program and asked Chief Jones about the costs.

Chief Jones responded to Commissioner Coz's question.

Vice Mayor de Haseth moved to authorize the Ocean Ridge Department of Safety to enter into a Law Enforcement Accreditation Agreement; seconded by Commissioner Wiescholek. Motion carried 5-0.

~~16. First Reading of Ordinance 2022-15 An Ordinance of the Town of Ocean Ridge, Florida, Amending its Code of Ordinances at Chapter 2, "Administration," to~~

~~establish a new Article VII to be entitled, “Advisory Boards”, Division 1, to be entitled “Tree Board”, to create an Advisory Tree Board consistent with the requirements of being a Tree City USA, Establishing the Tree Board, Its purpose, membership, and functions and Providing for Repeal of Conflicting Ordinances, Severability, an Effective Date and for Other Purposes. (REMOVED FROM AGENDA)~~

Item was removed from agenda.

17. Selection of Executive Recruitment Firm for Town Manager/Finance Director Search

Mayor Hurlburt asked Town Attorney Goddeau to explain this item. Attorney Goddeau explained the item. She mentioned that she had started the agreement, but it was not yet ready.

Mayor Hurlburt opened the floor for public comment. There were none. She closed the floor for public comment and opened the floor for Commissioner’s discussion.

There was a discussion by the Commissioners regarding the recruitment firms, the items that made the most impact on them, and their expectations.

Commissioner Wiescholak moved to select Colin Baenziger & Associates (CB&A) as the Executive Recruitment Firm for the Town Manager/Finance Director Search; seconded by Commissioner Pugh. Motion carried 5-0.

Attorney Goddeau mentioned that she and the Interim Town Manager will enter into an agreement with CB&A with a consensus from the Commission. She then explained the expected process that will be taken with the selected firm.

There was a concern of who the single point of contact would be with the Town. Attorney Goddeau explained that she would have no problem working with him.

There was a consensus for Attorney Goddeau to proceed with the process.

18. Discussion of joint Commission/Planning and Zoning Workshop

Mayor Hurlburt asked Interim Town Manager Ladner to explain the item. Interim Manager Ladner explained the item and asked the Commission to postpone the joint meeting until January and asked for agenda topics in addition to the ones already proposed.

Mayor Hurlburt opened the floor for public comment.

Stella Kolb – spoke regarding the joint meeting date

Carolyn Cassidy – spoke regarding Ord. 2020-05

Terry Brown – spoke regarding citizen participation

Kourtney Kempe- spoke regarding impact fees & scheduling

Victor Martel – spoke regarding the timing of the election

Mayor Hurlburt closed the floor for public comment and opened the floor for Commissioner discussion.

There was discussion regarding moving the date to January and setting a deadline for lists to give ample time to staff to research the topics.

There was a consensus to set December 1, 2022, as the deadline to have a list of topics turned in to staff and to schedule the joint meeting for January 11th.

The Commissioners encouraged the public to contact the Commissioners with ideas they may have for topics for the joint meeting.

STAFF & COMMITTEE REPORTS

19. Planning & Zoning Commission

Vice Chair Carey described the meeting which was held in October and the items that were on that agenda that were discussed. He commented on the topics for the joint meeting.

Commissioner Wiescholek commented on an applicant that went to a Planning & Zoning meeting and how well the process worked with them.

Vice Mayor de Haseth mentioned that with the holidays, she wants to make sure that CB&A understands the urgency of this and moves forward. She recommended setting a date for them to come to speak with the Commission as soon as possible. Mayor Hurlburt asked Attorney Goddeau to handle that and ensure that CB&A is aware of the urgency.

20. Town Manager

Interim Town Manager Ladner advised that her report was included in the meeting package and read into the record. She asked for official approval of changing the January Commission meeting date from January 2nd to January 9th.

Commissioner Pugh moved to set the January 2023 Town Commission meeting date to January 9, 2023; seconded by Commissioner Coz. Motion carried 5-0.

There were Commissioner questions regarding the Weege memorial. Interim Manager Ladner and Chief Jones responded to those questions.

16. Town Attorney

Town Attorney Goddeau gave an update on the ordinance that will be going to the Planning & Zoning Commission regarding the time frame of building construction.

17. Police Chief

Chief Jones advised that the Police Department report was included in the meeting package. He gave an update on the sign project, annual toy drive, and donations for Hurricane Ian relief. He reminded the public that the police department is truly transparent. He also mentioned that they have been asked to give a presentation to the Starbright Civic Initiative regarding an EMT program and explained that.

Chief Jones mentioned that the Building Department now has building permit status' online and the QR code that is located on the back of the business cards will take them there.

18. Town Engineer & Public Works

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

19. Building Official

The report was included in the package.

Commissioner Pugh asked about the building permit software status. Interim Manager Ladner and Chief Jones responded to his questions.

TOWN COMMISSIONER COMMENTS

Mayor Hurlburt commented about the Town Manager search. She invited everyone to the Veteran's Day celebration.

Vice Mayor de Haseth mentioned that the Chief of Police is working without a contract. She asked for a consensus from the Commission to have Christy work on a contract.

There was a consensus to have Attorney Goddeau, or someone else at the firm, develop a contract with the Police Chief.

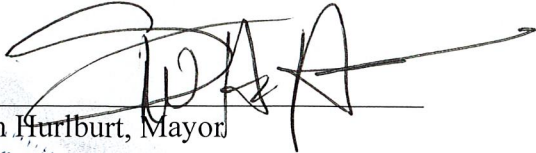
Town Clerk Avery mentioned that the new part-time administrative assistant, Susan, was starting on November 15th. She also mentioned that comment cards would be available for public comment in order to make things easier for the minutes. Commissioner Pugh mentioned that he wanted to make sure that this was purely optional.

ADJOURNMENT

Meeting Adjourned at 7:47 p.m.

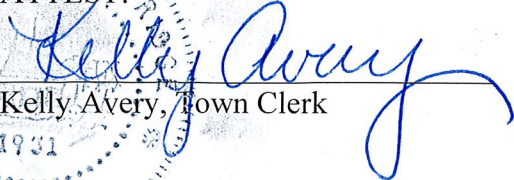
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Minutes prepared by Town Clerk Avery and adopted by the Town Commission on January 9, 2023.



Susan Hurlburt, Mayor

ATTEST:



Kelly Avery, Town Clerk

