



Mayor Alan Fiers
Vice Mayor Scott McCranels

Commissioner Tracy Larcher
Commissioner Brian Tyler
Commissioner Brian Mark Ward

Town Attorney Keith Davis
Town Treasurer Darlene Hopper
Town Clerk Jude M. Goudreau

Regular Commission Meeting
Minutes

CALL TO ORDER

Mayor Fiers called the meeting to order at 7:00 PM. Those present were Mayor Alan Fiers, Vice Mayor Scott McCranels, Commissioner Tracy Larcher, Commissioner Brian Tyler (via Webex), Commissioner Mark Ward, and Town Treasurer Darlene Hopper. Also in attendance were PBSO Sgt. Steve Langevin, Fire Chief Trevor Steedman, Public Works Director Alan Welch, Town Attorney Mitty Barnard, and Planning and Zoning Chairman Jerry Cohn.

APPROVAL OF MEETING AGENDA

Motion: Commissioner Brian Tyler made a motion to approve the agenda.

Second: Commissioner Tracy Larcher seconded the Motion.

Vote: Motion passed 5-0

APPROVAL OF CONSENT AGENDA

Commission Meeting Minutes, July 24, 2023.

Special Permit #23-06, November 23, 2023, Turkey Trot, sponsored by the Marriott, 150 attendees, fees paid.

Special Permit #23-07, December 24, 2023, fees paid for Reindeer Run, sponsored by the Marriott, 130 attendees.

Special Permit #23-08, December 2, 2023, Fund Raiser, sponsored by Karen Nottage, 120 attendees, fees paid.

Special Permit #23-09, September 24, 2023, Ocean Walk, Sponsored by Game on Race Events, City of Riviera Beach, 200 attendees, fees paid.

Discussion: Commissioner Larcher would like the July 24, 2023, minutes amended to reflect the EMS Contract Option 3 more accurately.

Motion: Commissioner Brian Tyler made a motion to approve the Consent Agenda, as amended.

Second: Commissioner Mark Ward seconded the Motion.

Vote: Motion passed 5-0

GUEST SPEAKER:

Gina Levesque of the Palm Beach County Commission on Ethics presented the annual update. Ms. Levesque answered questions from the Commissioners and gave her contact information should anyone have any questions or complaints.

AGREEMENTS:

Fourth Addendum- PBSO

Discussion: Mayor Fiers said that he and Major R. Mattino had negotiated the addendum to the contract and agreed to a 3% increase, as outlined in the original agreement, and the Law enforcement Service Aide will be provided at no additional cost to the Town for another year.

Motion: Commissioner Mark Ward made a motion to approve the fourth addendum to the Contract with Palm Beach County Sheriff's Office.

Second: Commissioner Brian Tyler seconded the Motion.

Vote: Motion passed 5-0

DEPARTMENT AND BOARD REPORTS

Financial Reports:

Darlene Hopper, Town Treasurer, presented the financial report for July 2023. Revenues are 97% of the amended budget, Expenditures are 83% of the amended budget, and the total disbursements are \$442,844.24. Mrs. Hopper gave a detailed review of the budget and the monthly revenues and expenditures by departments and answered the Commission's questions. The July 2023 Financial report is attached to the agenda for review.

Discussion: Commissioner Ward asked about the projected end-of-year numbers. Commissioner Larcher inquired about the EMS billing and the resolution that the Town must present with the new fee schedule. Mayor Fiers responded that we are waiting for the City of Riviera Beach to pass theirs first.

Budget Discussion: The Commission has worked on the new budget since mid-summer. Even though the Town's property valuation has increased by over 10%, 2024 will be a challenging budget year because of three budget items: The additional salary and benefits for the Town Administrator, the higher-than-expected EMS services from Riviera Beach, and the Dish and Inlet lawsuits.

The 2023 budget is projected to end with a slight surplus. The official budget hearings at which the Commission votes to accept the budget will be on September 11 and September 25.

Motion: Commissioner Tyler made a motion to approve the July 2023 Financial Report.

Second: Commissioner Larcher seconded the Motion.

Vote: Motion Passed 5-0.

Staff Reports:

Sheriff's Department: PBSO Sgt. Steve Langevin gave an overview of his written monthly report and statistics and provided details about the arrests made in Town. Traffic Stops are up by 81% in an attempt to educate the public on where the stop signs are located. Sgt. Langevin said that the Sheriff has approved the donation request for an ATV. The vehicle is now in the Fleet Maintenance department; it's being tuned up and will arrive in the Town shortly. This ATV will be used for Turtle Monitoring. The new Law Enforcement Service Aide started today; he is learning reports and systems.

Fire Department: Chief Steedman gave an overview of his written Monthly Report and reviewed the calls for service and training for the month. His report is attached to the agenda and available at the clerk's office. Chief Steedman said there was a call at 2:30 AM this morning, called in as a brush fire or trash fire at the Sailfish Marina; the call turned out to be a fire caused by a lithium battery pack charging a paddleboard. The battery exploded, burning a hole in the dock. A nearby boater witnessed this. Our fire Department Crew extinguished the fire quickly, putting the battery pack in water to cool. Our Firefighters have had extensive training with lithium batteries. Chief Steedman has reminded everyone to use caution when using these. The Chief also updated the Commission on the FROC program and the Hurricane, projected to hit the west coast of Florida. He and the Public Works Dept. have met and discussed their plan if the storm should turn. Chief Steedman answered the Commission's questions.

Public Works: Director Welch updated the Commissioners on the Community Center renovations, the Tidal Value Project, the AT&T Project, the Watermain Project, Street Repairs, and Outfall Pipes. There was a brief discussion regarding the Seagrape's trimming schedule. Mr. Welch would contact the Florida Department of Environmental Protection to obtain their guidelines on such trimming. Mr. Welch answered the Commissioner's Questions. His report is attached to the agenda and available at the clerk's office.