

**TOWN OF PALM BEACH SHORES, FLORIDA
REGULAR COMMISSION MEETING MINUTES**

January 25, 2021

PLEASE NOTE:

**DUE TO MANDATES BY GOVERNOR DESANTIS, THIS MEETING WAS
CONDUCTED USING COMMUNICATION MEDIA TECHNOLOGY.**

1. CALL TO ORDER

Mayor Fiers 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 Browning called the roll and those present were Mayor Alan Fiers, Commissioner Scott McCranel, and Vice Mayor Roby DeReuil. Commissioner Bob Stanton was not present. Also present were PBSO Sgt. Langevin, Public Works Director Welch, Fire Chief Steedman, and Town Attorney Davis. Clerk Browning confirmed a quorum was present.

2. APPROVAL OF MEETING AGENDA (Additions, substitutions, deletions)

MOTION: Commissioner McCranel moved to approve the Meeting Agenda.

SECOND: Commissioner DeReuil seconded the motion.

VOTE: **DeReuil:** **YES**
 Stanton: **NOT PRESENT**
 McCranel: **YES**
 Fiers: **YES The Motion Passed Unanimously by those present**

3. APPROVAL OF CONSENT AGENDA

- a. December 1, 2020 Special Called Commission Meeting Minutes.
- b. December 21, 2020 Commission Meeting Minutes.

MOTION: Commissioner McCranel moved to approve the Consent Agenda.

SECOND: Commissioner DeReuil seconded the motion.

VOTE: **DeReuil:** **YES**
 Stanton: **NOT PRESENT**
 McCranel: **YES**
 Fiers: **YES The Motion Passed Unanimously by those present**

4. PRESENTATIONS

None at this time

5. **DEPARTMENT AND BOARD REPORTS**

- a. Approval of Financial Report for December 2020.

Town Treasurer/Administrator Wendy Wells gave an update and also wanted to let the Commission know that we are working on estimates for new accounting software, as our current software is antiquated and needs to be updated. The costs could be upwards of \$30,000.00, but the updated software is needed. She is looking for the best product for the Town at the best price.

MOTION: Commissioner McCranel moved to approve the Financial Report.

SECOND: Commissioner DeReuil seconded the motion.

VOTE: DeReuil: YES

Stanton: NOT PRESENT

McCranel: YES

Fiers: YES The Motion Passed Unanimously by those present

- b. Staff Reports were given by Sgt. Langevin with PBSO, Fire Chief Steedman, and Public Works Director Welch.

Fire Chief Steedman also gave an update on the upcoming POD (Point of Distribution) for the COVID-19 vaccine for the Town's residents. Everything is in place and all we are waiting on is the actual vaccine to be delivered. He will keep everyone updated as he hears more.

6. **COMMISSION REPORTS**

- a. Undergrounding Update:

Mayor Fiers asked Public Works Director Welch to give a brief update on the undergrounding project. Welch stated the AT&T fiber optics are on order and once received and work begins, it will take approximately two (2) months to complete. There was a question about the concrete poles coming down, and Welch stated that once all the work is completed, all the concrete polls will be removed.

Mayor Fiers stated that FPL is essentially done, with a few switches that need to be installed. We will discuss the logistics of contacting AT&T customers at the February Workshop.

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

- a. Appointment of Attorney Randsell as a back-up Special Magistrate for the Town.

Town Attorney Davis stated that our current Special Magistrate has asked to add Attorney Randsell as a "backup" Magistrate, which will give us two Magistrates to oversee the Town's Code Enforcement hearings.

MOTION: Commissioner McCranel moved to approve Attorney Randsell as the backup Special Magistrate.

SECOND: Commissioner DeReuil seconded the motion.

VOTE: DeReuil: YES

Stanton: NOT PRESENT

McCranel: YES

Fiers: YES The Motion Passed Unanimously by those present

- b. Community Center RFP: consider approval to distribute.

Frank Zizzamia gave a quick overview on the processes as previously presented and stated he is ready to immediately begin as stated in the RFP. Janet Kortenhaus further stated that nothing is changing on the processes we have always had in place, the only difference is that instead of working with several outside vendors, we will only have one.

MOTION: Commissioner McCranels moved to go forward with the RFP process as presented and written.

SECOND: Commissioner DeReuil seconded the motion.

VOTE: DeReuil: YES

Stanton: NOT PRESENT

McCranels: YES

Fiers: YES The Motion Passed Unanimously by those present

- c. Consider changing the date of the March Commission meeting to Monday, March 15, 2021 in order for Commissioner McCranels to be in attendance.

Mayor Fiers stated this request is coming before the Commission as Commissioner McCranels will be on vacation out of Town which would conflict with the Town's regular and Reorganization meetings.

MOTION: Commissioner DeReuil moved to change the date of the March Commission meeting to March 15, 2021

SECOND: Commissioner McCranels seconded the motion.

VOTE: DeReuil: YES

Stanton: NOT PRESENT

McCranels: YES

Fiers: YES The Motion Passed Unanimously by those present

8. ORDINANCES AND RESOLUTIONS

a. **ORDINANCE O-7-20 (2nd Reading)**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING CHAPTER 28. FINANCE. AT SECTION 28-32. EXEMPTIONS FROM THE COMPETITIVE PROCUREMENT REQUIREMENT. TO CLARIFY THAT PURCHASES OF GOODS AND SERVICES UNDER CONTRACTS OF THE FEDERAL GOVERNMENT, THE STATE OF FLORIDA AND/OR ITS POLITICAL SUBDIVISION (I.E., PIGGYBACKED CONTRACTS) AND PURCHASES OF EXEMPT CONTRACTUAL GOODS AND SERVICES ARE NOT SUBJECT TO THE QUOTATION REQUIREMENTS OF SECTION 28-29; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 28. FINANCE. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE, AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Item 8a continued on page 3:

Attorney Davis stated this is the 2nd reading of this Ordinance and the purpose is to tighten up the Code language to clarify "Piggy-Back" contracts, and also removing additional language that is not necessary.

MOTION: Commissioner McCranel moved to approve Ordinance O-7-20.

SECOND: Commissioner DeReuil seconded the motion.

VOTE: DeReuil: YES

Stanton: NOT PRESENT

McCranel: YES

Fiers: YES The Motion Passed Unanimously by those present

9. **DISCUSSION ITEMS**

None at this time.

10. **PUBLIC COMMENTS**

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

Resident Mark Ward wanted to know if Tracy Larcher would be sworn in as a Commissioner at the March 15, 2021 meeting. The Mayor stated, no, he would be sworn in at the Reorganization meeting.

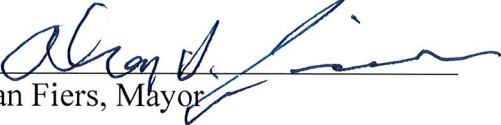
11. **ADJOURNMENT**

MOTION: Commissioner McCranel moved to adjourn the meeting.

SECOND: Commissioner DeReuil seconded the motion and Mayor Fiers adjourned the meeting at 8:25 pm.

Approved this 25th day of January 2021.

ATTEST:


Alan Fiers, Mayor


Evyonne Browning, Town Clerk

(Seal)

