

Monday, January 24, 2022  
7:00 pm



Town Hall Commission Chambers  
247 Edwards Lane  
Palm Beach Shores, FL 33404

Mayor Alan Fiers  
Vice Mayor Scott McCranels

Commissioner Tracy Larcher  
Commissioner Janet Kortenhaus  
Commissioner Brian Tyler

Keith Davis, Town Attorney  
Town Administrator Wendy Wells  
Town Clerk Jude M. Goudreau

### Minutes

#### CALL TO ORDER

- a) Pledge of Allegiance.
- b) Roll Call:

Mayor Fiers called the Meeting to order at 7:00 pm.

Town Clerk Jude Goudreau called the roll, and those present were Mayor Alan Fiers, Vice Mayor Scott McCranels, Commissioner Janet Kortenhaus, Commissioner Tracy Larcher, and Commissioner Brian Tyler (via Webex).

Also present were Town Administrator Wendy Wells, PBSO Sgt. Langevin, Public Works Director Alan Welch, Fire Chief Trevor Steedman, and Town Attorney Mitty Barnard.

#### APPROVAL OF MEETING AGENDA

**Motion:** Commissioner Janet Kortenhaus made a motion to approve the Meeting agenda with the addition to item number eight, Other Business, Seaside's request.

**Second:** Vice Mayor Scott McCranels seconded the motion.

**Motion Passed:** Unanimously.

#### APPROVAL OF CONSENT AGENDA

- o Commission Meeting Minutes, December 20, 2021
- o Special Event Permit No. 22-01. Resident Karen Ramsey Sponsor for Jennifer Barker, Wedding on October 22, 2022, from 2 pm until 12 midnight, 120 Guest. Fees have been paid; Insurance provided.
- o Special Event permit No. 22-02 Requested by the State Attorney's Office. Victim's Walk, April 30, 2022, from 7 am until 11:30 am, approximately 100 participants. Fees have been paid; Insurance provided.

**Motion:** Commissioner Tracy Larcher made a motion to approve the minutes as amended.

The December 20, 2021, Meeting's vote to approve authorization to Town Attorney Keith Davis to accept settlement offers on behalf of the Town was 4-1, with Mayor Fiers opposed. The record incorrectly stated that the vote was unanimous.

**Second:** Commissioner Kortenhaus seconded the motion.

**Vote:** the motion passed unanimously.

#### VOTE TO APPOINT TOWN CLERK

On January 12, 2022, Town Clerk Evyonne Browning retired, leaving her position vacant. Jude M. Goudreau, Deputy Clerk, has been acting Clerk since Evyonne retired.

**Motion:** Commissioner Kortenhaus made a motion to appoint Jude Goudreau as Town Clerk.

**Second:** Vice Mayor McCranels seconded the motion.

**Vote:** Motion passed unanimously.



### **GUEST SPEAKER- City of Riviera Beach-Update on Water Main Project**

Assistant Town Manager Deidra Jacobs, Utility Director Mike Lowe, and Senior Engineer John Armstrong attended the meeting presenting the planned Water Main Project that will begin on March 1, 2022 and continue through November 26, 2022. The project was delayed due to a change order. The project will start on Lake Drive, continue south to Inlet Way, and finish on Ocean Drive. There will be 1.1 miles of new pipes installed. Mr. Armstrong answered Commissioner's questions about the project. There will be a traffic plan, and driveways will be covered with a steel plate at the end of each day.

### **DEPARTMENT AND BOARD REPORTS**

Financial Reports: Town Administrator Wendy Wells gave an overview of the Monthly Financial Report. Mrs. Wells answered the Commissioner's questions.

**Motion:** Vice Mayor McCranels made a motion to approve the Financial Report.

**Second:** Commissioner Larcher seconded the motion.

**Vote:** Motion passed unanimously.

**Discussion:** Mayor Fiers commented that financially this is a tough year because inflation and Vendors not wanting to bid. The Mayor said the Town is watching spending very closely.

#### **a) Staff Reports:**

- Sheriff's Department: Sgt. Langevin gave a recap of his written report and provided crime statistics for the month. The results from the traffic study were provided for Bamboo, with an average speed of 20 miles per hour. Sgt. Langevin and Director Welch are working together to improve the stop signs throughout Town. Commissioner Kortenhaus thanked the Sheriff's Department for their hard work on the recent car break-ins. There was a discussion regarding the designated truck route in Town, and deputies are trying to enforce it.
- Fire Department: Chief Steedman reminded everyone that the newsletter and emails went out announcing the third-party company doing rapid and PCR Covid testing by appointment only. They set up at the Community Center today and had a few hiccups, but there should be smooth sailing from here on out. The Fire Department will be assisting the Seasiders with setting up and breaking down their upcoming Bizarre. Chief Steedman also gave a review of his written report and provided year-end statistics for the year 2021.
- Public Works: Director Welch updated Commission and the audience on recent projects and quotes for equipment for the Community Center; obtaining written quotes is becoming a struggle, and vendors are not extending the quotes as they did before the pandemic. Director Welch is working with Buck Evans and Wendy Wells on finding a way to bring the Community Center and Fire Annex into compliance with the new Fire Code. There is a new Code Ordinance for stoves in government buildings. He is working to see what equipment is needed to comply with the new Code.
- Town Clerk: No report this month.
- Planning and Zoning Chairman: Chairman Jerry Cohn provided an update on District B Redevelopment discussions. Chairman Cohn said he, along with Mayor Fiers and Administrator Wendy Wells, recently met with two developers; Collins Developers shared some sketches and ideas from other projects they are working on within the area. Ikon Development is the company that is building multifamily condos on Inlet Way. The Condos have sold out, and they have a waiting list for smaller condos. Chairman Cohn said he would like the Planning and Zoning Board to have a joint workshop with the Commission to review and discuss some changes to our Code of Ordinances to provide for the redevelopment of District B. Mayor Fiers encouraged each Commissioner to meet individually with Chairman Cohn and said there would be a joint



workshop scheduled. There was a brief discussion regarding the Town's present Codes for the District.

- Town Attorney: No report.

### **COMMISSION REPORTS**

#### **a) Mayor's Updates:**

- Undergrounding Project- Mayor Fiers asked Director Welch to provide an update on AT&T. The project was delayed due to lack of equipment, a shortage of staff caused by illnesses, and restructuring their department. The Project Engineer has been working with Director Welch, and they are moving forward now.
- East Channel Dredging Project- Mayor Fiers said the report from the Lobbyist is that we should be in good shape in Tallahassee. There will be a meeting with the County Environmental Office and Marine Industries regarding the information needed for the FIND grant. Phase one is completed at this time. We need to provide data for engineering, costs, job description, and where the sand will be placed. The Grant application needs to be completed by the End of February, and it will be available for review.
- Inlet Dredging Project- Mayor Fiers spoke with the Engineers this morning, there were some hiccups in the design that had to be cleared with the Army Corps of Engineers, and it slowed them down for a couple of weeks. The dredge is in Tampa, and due to the weather and the seas, it is delayed in getting here; it should be here by Wednesday or Thursday, and they will start working, primarily in the daytime, but will work twenty-four hours a day.

### **OTHER BUSINESS**

- The Seasideers would like to place a nonconforming sign up on the day of their Bazaar for approximately 4 hours. By Consensus, Commissioners agree to allow the sign on February 12, 2022. Mayor Fiers read a letter submitted by the Seasideers President, Laurie Kollmeyer, inviting everyone to donate and attend their Bazaar; all proceeds are donated to the local charities.
- Mayor Fiers announced that the annual St. Patty's Day Parade is scheduled for March 12, 2022, at 11:00 am Sharp. The Grand Marshalls this year will be Mrs. Mills and Mrs. Platner.

### **ORDANANCES AND RESOULUTIONS**

#### **First Reading -ORDINANCE NO. O-1-22**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING CHAPTER 28. FINANCE. ARTICLE II. PURCHASING GUIDELINES. TO UPDATE PURCHASING AUTHORITY LIMITS AND TO GENERALLY UPDATE THE TOWN'S PROCUREMENT CODE FOR OPERATIONAL AND EFFICIENCY PURPOSES; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 28 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.

Attorney Mitty Barnard read the short title of the Ordinance and answered the Commissioner's questions.

**Motion:** Vice Mayor McCranel made a motion to accept the Ordinance with minor modifications to page 6 and 7 changing "Public Buildings" to "Capital Projects".

**Second:** Commissioner Larcher seconded the motion.

**Vote:** Motion passed unanimously.

**Discussion:** Commissioner Tyler would like the language revised in sections 28.33 and 28.34 before the second reading. Attorney Barnard advised Commissioners that the language could be revised before the second reading.



RESOLUTION NO. R-1-22

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, ESTABLISHING AND APPROVING A CAPITALIZATION THRESHOLD OF \$5,000.00 FOR ANY INDIVIDUAL CAPITAL ASSET; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

**Motion:** Vice Mayor McCranel made a motion to accept the Resolution.

**Second:** Commissioner Kortenhaus seconded the motion.

**Vote:** Motion passed unanimously.

**Discussion:** This item was discussed at a previous meeting, and by consensus at that Meeting, Commissioners wished to move forward with the Resolution.

MISCELLANEOUS UPDATES

o Letter of Appreciation for Palm Beach Shores Fire Department: Town Administrator Wendy Wells read a letter from residents Jerry, Jane, and Joel Giblin commending the Fire Department and Chief Steedman on a recent encounter with their special needs son. Mr. Giblin's letter thanked Firefighters: Robert Villagomez, Alan Garcia, Sanders Bello, and San Schwarcz for their professionalism, courtesy, and generosity.

**PUBLIC COMMENTS:** Mark Ward questioned the \$25,000 Commission voted on for the Lobbyist for the Inlet Dredging project. Mayor Fiers said donations are coming in from the Marinas to fund the project.

ADJOURNMENT

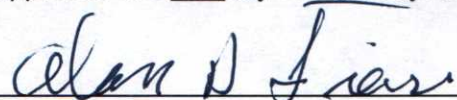
**Motion:** Commissioner Kortenhaus made a motion to adjourn the Meeting.

**Second:** Commissioner Larcher seconded the motion.


**Vote:** Motion passed unanimously.

The Meeting was adjourned at 8:34 pm.

Approved this 28<sup>th</sup> day of February 2022.

  
Alan Fiers, Mayor

ATTEST:

  
Jude M. Goudreau, Town Clerk

