



**Mayor Alan Fiers**  
**Vice Mayor Scott McCranels**

Commissioner Tracy Larcher  
Commissioner Brian Tyler  
Commissioner Brian Mark Ward

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

**Regular Commission Meeting**  
**Minutes**  
**Amended**

**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 Tracy Larcher made a motion to approve the agenda.

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

**Vote:** Motion passed 5-0

**APPROVAL OF CONSENT AGENDA**

Commission Meeting Minutes, June 26, 2023.

**Motion:** Commissioner Mark Ward made a motion to approve the Consent Agenda.

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

**Vote:** Motion passed 5-0

**LEGISLATIVE UPDATE:**

Senator Bobby Powell presented an overview of the Legislative actions taken and the new laws taking effect on July 1, 2023. The Senator answered the Commissioner's questions.

**AGREEMENTS:**

EMS Contract with the City of Riviera Beach.

**Discussion:** There was a very detailed and lengthy discussion regarding the EMS Contract and the three options:

**Option #1:** PBS pays \$750,000.00 in four quarterly payments, and Riviera Beach will bill patients who use the service \$2,871.00, thereby collecting the difference to bring the amount paid to the \$890,000.00 (Under this arrangement, Riviera Beach would almost certainly collect funds above the \$890,000.00, thereby making a profit.)

**Option #2:** PBS pays \$850,000.00 in quarterly payments, and patients are billed on a graduated scale of \$750.00 to \$1,000.00, depending on the severity of the patient's situation. (This is the same scale they use for billing Riviera Beach residents.)

**Option #3:** Option #3: PBS pays \$750,000 and patients are billed \$750 to \$1,000 per transport, depending on the severity of the patient's situation. At the end of the contract year, the amount recovered by patient billing will be totaled and added to the \$750,000. In contract year one, PBS is obligated for \$890,010 minus total Riviera Beach collections for service. Based on historical data, the cost of EMS service to PBS in contract year one is estimated to be \$825,000.



**Motion:** Vice Mayor McCranels made a motion for Option #3

**Second:** No Second to the Motion- Motion does not carry.

Discussion resumed.

**Motion:** Vice Mayor McCranels made a motion for Option #1.

**Second:** Commissioner Tyler seconded the Motion.

**Vote:** Vice Mayor McCranels and Commissioner Tyler in Favor-Mayor Fiers, Commissioners Ward and Larcher Opposed 3-2 Vote- Motion does not carry.

Discussion resumed.

**Motion:** Commissioner Ward made a motion to table the item.

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

**Vote:** 4-1 Votes, Mayor Fiers opposed

Another Discussion:

**Motion:** Commissioner Tyler made a motion to reconsider the item.

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

**Vote:** 4-1 Commissioner Larcher opposed.

**Motion:** Commissioner Tyler made a motion to accept Option Three, and a resolution will be prepared to reflect the fee schedule.

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

**Vote:** Motion passed 3-2 with Commissioners Ward and Larcher opposed.

**Public Comments:** Martin DeLoach, resident and Fire Inspector for the Town of Palm Beach, offered Commissioners some additional input and background on the Fire Services from when he was an employee with PBS. He also compared our fire rescue versus paying another city or Town.

## **DEPARTMENT AND BOARD REPORTS**

### **Financial Reports:**

Darlene Hopper, Town Treasurer, presented the financial report for June. As of the end of June, revenue ran above budget at 94%. This is due to higher than budgeted interest on Town accounts, higher than budgeted activity in the Town Building Department, and higher than budgeted sales tax revenue, and expenses are tracking to budget at 76%. The Treasurer provided a detailed, positive financial report and answered the Commission's questions.

**Motion:** Commissioner Larcher made a motion to approve the June 2023 Financial Report.

**Second:** Vice Mayor McCranels 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. A previously reported robbery was a bogus report; the investigation continues, and charges are pending for the false report. North County Advisory Board met recently. Elizabeth Kuechenmeister, a resident, is our Town Representative. The discussion at the meeting was about the homeless. Representatives from the Homeless Outreach Programs were present to discuss the homeless issues in the area. Commissioner Larcher thanked Sgt. Langevin for the recent response at the Community Center involving a homeless person. The subject was trespassed thirteen months ago; the warning had expired, and they issued him a new warning against trespassing.

**Fire Department:** Chief Steedman gave an overview of his written Monthly Report and reviewed the calls for service and training for the month; there were 139 hours of training. The Chief is signed up for an August 7, 2023 F-ROC training class. This training will benefit the Town by at least twenty percent in reimbursement from FEMA for recovery from natural disasters. The Ocean Rescue ATV is down again for repairs. He has received two of the three required quotes and will prepare to purchase one before the end of the Fiscal Year.

**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, and



provided an update on the recent emergency response from the Fire Department to the elevator's electrical room at the Community Center. The Elevator Company responded and made repairs. Mr. Welch answered questions from the Commissioners.

#### **COMMISSION REPORTS:**

**Update on the Water Main Project:** Testing has been done, a mistake was made in the paperwork, and the project was stalled for another ten days. Hopefully, the work will resume next week.

**Road Project:** Plans for the road repaving project drawings are complete. We are now in the process of getting bids. Work is planned immediately after the Water Main Project's work is completed.

**AT&T:** Mayor Fiers asked our Litigation Attorney, Gray Robinson, for an opinion on the abandoned copper lines, and he presented a memo of a 2019 finding written by the FCC. A request has been made, and he will follow up and report back.

#### **ORDINANCES:**

##### **Ordinance O-3-23 Second Reading:**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE TOWN OF PALM BEACH SHORES AT CHAPTER 22. ELECTIONS. SECTION 22-9. TO PROVIDE A MUNICIPAL ELECTION DATE AND RUN-OFF ELECTION DATE FOR THE 2024 TOWN MUNICIPAL ELECTION CONCURRENTLY WITH THE 2024 PRESIDENTIAL PREFERENCE PRIMARY ELECTION; DIRECTING THE TOWN CLERK TO TRANSMIT A CERTIFIED COPY OF THIS ORDINANCE TO THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 22. ELECTIONS. 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.

**Discussion:** Attorney Barnard read by Title only the Ordinance. This Ordinance adjusts the Town 2024 election date to coincide with the State 2024 Presidential Primary Election. The Town Election date will be March 19, 2024.

**Motion:** Commissioner Mark Ward made a motion to approve the Second Reading of the Ordinance.

**Second:** Commissioner Tracy Larcher seconded the Motion.

**Motion:** Motion Passed 5-0.

#### **OTHER BUSINESS:**

Millage Rate 6.3500

**Discussion:** Mayor Fiers gave a brief overview of the millage rate and how the Town has not raised it in many years, and it would be very tight, but we can fund the budget at that rate.

**Motion:** Commissioner Ward made a motion to set the millage rate at 6.3500

**Second:** Commissioner Brian Tyler seconded the Motion.

**Vote:** Motion passed 5-0.

Millage Rate Debt Services 0.4920

**Discussion:** Mayor Fiers gave a brief overview of the Debt Service Millage Rate, noting this provides slightly more revenue in conjunction with the Utility Tax and is slightly more than the payments. Town Treasurer Darlene Hopper will calculate the figures and report back to the Commission to make a decision on how to proceed.

**Motion:** Commissioner Larcher made a motion to set the Debt Service Millage rate at 0.4920

**Second:** Commissioner Ward seconded the Motion.

**Vote:** Motion passed 5-0.

First Public Hearing Date/Time/Location.



**Motion:** Vice Mayor Scott McCranels motioned to set the First Public Hearing for September 11, 2023, at 7:00 PM, in the Commission Chambers at 247 Edwards Lane, Palm Beach Shores, Florida 33404.  
**Discussion:** Commissioner Larcher said he would not be present at the September 11, 2023, meeting.  
**Second:** Commissioner Mark Ward seconded the Motion.  
**Motion:** Motion Passed 5-0.

**PUBLIC COMMENTS:** Martin DeLoach complained about the construction projects on his street. Mr. DeLoach feels more Code Enforcement needs to be enforced on the construction companies. He also commented on the elevation requirements for new construction. He would like to see an Ordinance change to meet the new elevation requirements. The Mayor will ask the P&Z Board to look into this and report back. Chairman Cohn commented on the Ordinances.

**DISCUSSION ITEMS:**

**Town Administrator Position-**

Discussion: Mayor Fiers would like to wait to hire someone until the start of the new calendar year. Commissioner Ward said he feels the decision was made at the workshops to move forward with the position immediately and start the next fiscal year or calendar year. Commissioner Ward asked Town Attorney Barnard about the Town's Charter regarding hiring a Town Manager or Town Administrator and the process. Mayor Fiers commented that the Commission will have the final say and vote on who is hired. Commissioner Tyler said that they have voted to move forward with this at a previous meeting, and due to the upcoming election qualifying period, he feels it's best to hire someone now to give qualifying candidates an idea of what their positions would hold. Mayor Fiers would like to revise the three-page job description; he feels this one is too lengthy. Commissioner Tyler would like it done prior to the next workshop.

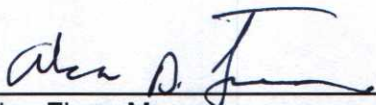
**Qualifying Periods:** Town Clerk Goudreau asked the Commission if they would like to extend the Qualifying Period from November 7, 2023, through November 21, 2023, until November 7, 2023, through November 28, 2023, as in previous years. By Consensus they would like to change the dates. Town Attorney Barnard will draft an Ordinance for first reading for the next meeting.

**ADJOURNMENT:**

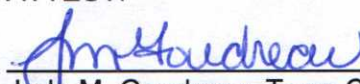
**Motion:** Vice Mayor McCranels made a motion to adjourn the meeting.  
**Second:** Commissioner Larcher seconded the Motion. Motion passed 5-0.

The meeting adjourned at 9:54 PM.

Approved this day, 28<sup>th</sup> Day of August 2023.

  
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Alan Fiers, Mayor

ATTEST:

  
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Jude M. Goudreau, Town Clerk

