

Monday, July 25, 2022, 7:00 pm.
Regular Commission Meeting.



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

Mayor Fiers called the meeting to order at 7:00 pm. The Pledge of Allegiance was recited. Town Clerk Jude Goudreau called the roll, and those present were Mayor Alan Fiers, Vice Mayor Scott McCranels, Commissioner Janet Kortenhaus, Commissioner Tracy Larcher (via Webex), Commissioner Brian Tyler, and Town Administrator Wendy Wells. Also in attendance were: PBSO Sgt. Steve Langevin, Public Works Director Alan Welch, and Town Attorney Keith Davis.

APPROVAL OF MEETING AGENDA

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

Second: Vice Mayor McCranels seconded the Motion.

Vote: Motion passed unanimously.

APPROVAL OF CONSENT AGENDA

Commission Meeting Minutes, June 27, 2022

Motion: Commissioner Kortenhaus made a motion to approve the Consent Agenda.

Second: Commissioner Tyler seconded the Motion.

Vote: Motion passed unanimously.

DEPARTMENT AND BOARD REPORTS

Financial Reports: Town Administrator Wendy Wells presented the Monthly Financial Report for the Month of July. Revenues are reported at 87%, and expenditures are at 67%. Mrs. Wells answered the Commissioner's questions.

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

Second: Commissioner Kortenhaus seconded the Motion.

Vote: Motion passed unanimously.

Staff Reports:

- **Sheriff's Department:** PBSO Sgt. Steve Langevin recapped his monthly report and statistics and elaborated on the arrests and crimes they responded to. The Fourth of July holiday went well with no incidents; there were fifteen deputies between Palm Beach Shores and Peanut Island. Sgt. Langevin also introduced the new PBSO Paw Patrol Program, which will reunite you with your lost dog or pet. The program is now up and running. The information for the program is available on the PBSO website and the Town Website; look for PBSO District 20's webpage. Sgt. Langevin answered Commissioner's questions regarding the incidents and clarified an error in his monthly report.

- **Fire Department:** Chief Steedman gave an update and review of the monthly statistics. Call Volume is up 7% this month. Two Firefighter/Paramedics, Lance Castro, and Nelson Lopez, successfully completed an Officer Development Academy hosted by Greenacres Fire Rescue. This professional development course encompassed incident command, strategy, and tactics, leadership and personnel management, training, crew resource management, coaching and mentoring, supervision, and critical decision-making. Our other two Firefighters/Paramedics will attend the next offering of this course. The new Fire Engine has arrived and is in service. Commissioner Janet Kortenhaus and the Chief are planning a "Housing Ceremony" in the very near future. Details will be sent out to the public as soon as they are available. Commissioner Tyler suggested a Housing Ceremony later in the year to include our residents who are away for the summer.
- **Public Works:** Director Welch reiterated his monthly report and updated current projects. Mr. Welch expects the Benches and Concrete trashcans to be delivered within the next four weeks.
Undergrounding Project: AT&T has finished running the fiber cable in the south half of Town. The splicing is done, and the lines are currently being tested for signal clarity. Line removal in the north half of Town will begin soon. The first phase of removal will be from the parkway to Lake Drive. They will then work east towards Ocean. **Watermain Project:** This project has finally begun. The new pipes have been laid from Island way to Bamboo. Lake drive has been prepared for digging by milling up all the asphalt and then loosely recompacting it; this makes it easier for the ditching equipment to work through the asphalt.
- **Town Clerk:** No Report.
- **Planning and Zoning Chairman:** Chairman Cohn was not in attendance but asked Mayor Fiers to relay that the P&Z Board is reworking the proposed Ordinance number 4, and he has asked for a drawing showing all the conduits and utilities that are located in the Town's easement.
- **Town Attorney:** Attorney Davis said that he and Attorney Mitty Barnard will be out of the office for a training conference but will be available by phone and email.

OTHER BUSINESS:

- **Vote on millage rates and first public budget hearing date/time/location:**
Wendy Wells said that the Town held its first budget workshop on July 11, 2022, and went over revenues and capital plan in detail and will again go through these in detail at the next August 8, 2022, Budget Workshop. Mrs. Wells explained that the reason for this vote tonight is to set the Millage Rate that will go on the Tax Notices that go out in August. The Millage Rate set tonight is tentative and can be lowered but cannot go higher than the rate set tonight. The millage rate for the Operating Budget is 6.3500 Mills, which the Town has used for several years; this funds the General Fund. There was an increase in property values by 9.8% compared to last year, but this year we have an extensive road project that will be a significant expense to the General Fund. As for the Debt Millage Rate, that will be used to pay off the Debt Services early. The first Budget Hearing will be in accordance with the School District and the County's Budget Hearings. We are not allowed to hold them on the same day as theirs. Fortunately, the First Budget Hearing will be on our Regular Meeting date of September 12 at 7:00 pm. Mrs. Wells answered the Commissioner's questions. There was a brief discussion regarding the Millage Rates, the County's Millage Rates, and the Capital Projects projected for the next Fiscal Budget Year.

Motion: Commissioner Janet Kortenhaus made a motion to set the Tentative Millage Rate at 6.3500 Mills.

Second and Vote: Vice Mayor Scott McCranels seconded the Motion. Motion passed unanimously.

Motion: Commissioner Brian Tyler made a motion to set the Tentative Debt Service Rate at .4290

Second and Vote: Vice Mayor Scott McCranels seconded the Motion. Motion passed Unanimously.

Motion: Commissioner Brian Tyler made a motion to hold the First Budget Hearing on September 12, 2022, at 7:00 pm at 247 Edwards Lane, Palm Beach Shores, Florida.

Second and Vote: Commissioner Kortenhaus second the Motion. Motion passed unanimously.

- **Law Enforcement Service Agreement, 3rd Addendum.**

Mayor Fiers presented an overview of the annual renewal with the Palm Beach County Sheriff's Office. This year there is an increase in fees for services; the increase is three percent. There was a discussion regarding the services versus having our own police department; the overall savings is extensive.

Motion: Commissioner Brian Tyler made a motion to accept the Addendum.

Second and Vote: Commissioner Janet Kortenhaus seconded the Motion. Motion passed unanimously.

- **Resilient Florida Grant**

Mayor Fiers updated the resiliency project, and there will be a meeting tomorrow to discuss the Study. Wendy Wells said that Orlando Rodriguez worked closely with Alan Welch and the Town Engineer, who recommended James Barton, the engineer we previously used and familiar with the Town's drainage, to get this grant awarded to us. The grant for a vulnerability study that will go hand in hand with the road project. The Study will point out where the most vulnerable flood areas are. The Study is needed to receive any future grant money from FEMA and is going to be required by the State of Florida.

Motion: Commissioner Kortenhaus made a motion to approve, the resiliency grant, spending the \$5,000, and to move forward with the Study.

Second and Motion: Vice Mayor Scott McCranels seconded the Motion. Motion passed unanimously.

DISCUSSION ITEMS:

- **Presentation on Sand Accumulation at stormwater outflow pipes:**

Alan Welch presented pictures that he and his staff took off the sand accumulation around the Town stormwater outflow pipes. When the pipes were installed, they were two feet above the Lake bottom. They are now approximately half to 2/3 covered by sand. If not removed, this will block stormwater flow through the pipes. The public work staff removes that sand from the Bamboo outfall pipe monthly. This may also be necessary for the others, except for the Inlet outfall pipe, which is two feet above the bottom. There was a lengthy discussion amongst Commission on whether the Town should pursue participating in the dredging project. Mayor Fiers believes that the dredging project would positively impact this problem. He has been attending and pursuing information at his own expense. He feels the Town should change their position on participation in obtaining the grant. By Consensus Commission has agreed to allow the Mayor to travel and attend meetings regarding the dredging project and to allow the Mayor to be reimbursed for out-of-pocket expenses associated with it.

- **Community Center Vendor, Special Events Resource:**

Mayor Fiers reported that SER has not had any events at the Community Center and is ready to amicably part ways with the Town. Town Administrator Wendy Wells said we have an option of

terminating the contract with a 30-day notice; however, the contract is about to expire in September, and termination of the contract would only give us approximately 12 days before the end of it. SER has high-end clients, and the condition of the deterioration of a building next to the parking lot has discouraged people from using the Community Center. There was a discussion on how to proceed with generating revenues for the Community Center: There has been some communication with Nico, the owner of the Islander Restaurant, with some interest in providing services to the clients wishing to rent the center. Commissioner Kortenhaus feels there should be a list of vendors available, as they did in the past. Vice Mayor McCranels thinks that when the construction of the new building at the old Sea Spray is complete, things will change for the better. By Consensus, this discussion will be brought up at a workshop.

Motion: Commissioner Brian Tyler made a motion to let the contract with SER expire.

Second and Vote: Commissioner Janet Kortenhaus seconded the Motion. Motion passed unanimously.

PUBLIC COMMENTS: Mark Ward voiced concern about the heavy equipment being used to build on Inlet Way.

ADJOURNMENT:

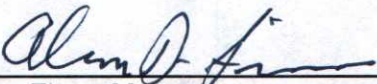
Motion: Commissioner made a motion to adjourn the meeting.

Second: Commissioner seconded the Motion.

Vote: Motion passed unanimously.

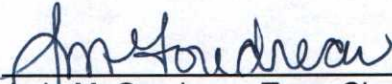
The meeting was adjourned at 8:54 pm.

Approved this **22nd** day of August 2022.



Alan Fiers, Mayor

ATTEST:



Jude M. Goudreau, Town Clerk
(Seal)

