

**TOWN OF PALM BEACH SHORES, FLORIDA
REGULAR COMMISSION MEETING MINUTES
July 26, 2021**

**THIS MEETING WAS CONDUCTED USING COMMUNICATION MEDIA
TECHNOLOGY AS WELL AS LIMITED IN-PERSON PARTICIPATION**

1. CALL TO ORDER

Mayor Fiers called the meeting to order at 7:00 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 present were Mayor Alan Fiers, Vice Mayor Scott McCranel, Commissioner Tracy Larcher, Commissioner Janet Kortenhaus, and Commissioner Brian Tyler.

Also, present were PBSO Sgt. Langevin, Fire Chief Trevor Steedman, Public Works Director Alan Welch, Town Administrator Wendy Wells, and Town Attorney Keith Davis. Town Clerk Browning confirmed there was a quorum present.

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

At the request of Mayor Fiers, the meeting agenda was amended to have the following presentations before any regular business:

- a. Senator Bobby Powell gave his annual Legislative update.
- b. Major Ron Mattino gave an update on the Palm Beach Sheriff's Office.

3. APPROVAL OF CONSENT AGENDA

- a. June 28, 2021, Commission Meeting Minutes.
- b. Special Event Permit No. 0-7-02: Town resident Kathleen Denis to host an art exhibit on the 2nd floor of the Community Center beginning Friday, February 4, 2022, from 5:00 pm to 8:00 pm, and on Saturday, February 5, 2022, from 10:00 am to 4:00 pm with 80 attendees anticipated on each day.
- c. Special Event Permit 0-7-03: Resident Peggy Naegle to hold a wedding and reception on the first and second floors of the Community Center on February 22, 2022, from 1:00 pm to 11:00 pm, with 75 attendees anticipated.
- d. Special Event Permit O-7-04: Sailfish Marina to host a Festival on August 14, 2021, from 12:00 pm to 9:00 pm with 200 attendees anticipated.
- e. Special Event Permit O-7-05: Sailfish Marina is holding the "Amber's Outreach" Fishing Tournament on August 7, 2021, from 5:30 pm to 8:30 pm with 100 attendees anticipated.
- f. Special Event Permit O-7-06: Sailfish Marina to host the "Boys Town of South Florida Ohana Salty Classic Fishing Tournament on September 3, 2021, to September 4, 2021, from 3:00 pm to 10:00 pm with 200 attendees anticipated each day.
- g. Special Event Permit)-7-07: Tim and Tricia Blash to hold a party on the 2nd Floor of the Community Center on January 29, 2022, from 2:00 pm to 12:00 am on January 31, 2022, with 100 attendees anticipated.

MOTION: Commissioner Brian Tyler moved to approve the Consent Agenda

SECOND and VOTE: Commissioner Tracy Larcher seconded the motion which passed unanimously.

4. **PRESENTATIONS**

- a. Town Clerk Browning lead Jude Goudreau in the Oath of Office as Deputy Town Clerk.

Note: The update by Senator Bobby Powell was moved to immediately follow the "Approval of the Meeting Agenda."

5. **DEPARTMENT AND BOARD REPORTS**

- a. Financial Report: *(Wendy Wells, Town Administrator/Treasurer)*

MOTION: Vice Mayor Scott McCranels moved to approve the Financial Report

SECOND and VOTE: Commissioner Janet Kortenhaus seconded the motion which passed unanimously.

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

- c. Planning and Zoning Chairman, Jerald Cohn, gave an update on action taken at the June 23, 2021 P & Z and LPA meetings.

6. **COMMISSION REPORTS**

Mayor Fiers stated that he, Public Works Director Alan Welch, and PBSO Sgt. Steve Langevin met with Riviera Beach Water Department and Chinmin (?) regarding repairs to our Town's water mains: Phase I will be completed before they go to Phase II, and so on until the project is completed. The 4-inch water mains and old asbestos pipes are to be removed.

7. **OTHER BUSINESS**

- a. Approval of "Second Addendum to the Law Enforcement Service Agreement" between the Town of Palm Beach Shores and Sheriff Ric L. Bradshaw, PBSO *(Wendy Wells, Town Administrator)*

MOTION: Commissioner Brian Tyler moved to approved Second Addendum as presented.

SECOND and VOTE: Vice Mayor Scott McCranels seconded the motion which passed unanimously.

- b. Set tentative millage rate - operating. *(Wendy Wells, Town Administrator)*

MOTION: Commissioner Brian Tyler moved to set the tentative operating millage rate at 6.35 mills

SECOND and VOTE: Commissioner Janet Kortenhaus seconded the motion which passed unanimously.

- c. Set tentative millage rate - debt *(Wendy Wells, Town Administrator)*

MOTION: Commissioner Brian Tyler moved to set the tentative debt millage rate at 4.29 mills

SECOND and VOTE: Commissioner Janet Kortenhaus seconded the motion which passed unanimously.

- d. Date, time, and location of the first public budget hearing (**Wendy Wells, Town Administrator**)
MOTION: Commissioner Tracy Larcher moved that September 13, 2021, at 7:00 pm be set for the first public hearing.
SECOND and VOTE: Commissioner Brian Tyler seconded the motion which passed unanimously.
- e. Special Event Permit No. 0-7-01: Ladies Auxiliary/Rotary to hold a luncheon on the 2nd Floor of the Community Center from 12:00 noon to 2:00 pm with 80 attendees.
(**Wendy Wells, Town Administrator**)
MOTION: Commissioner Brian Tyler moved to approve the special event permit as stated.
SECOND and VOTE: Vice Mayor Scott McCranel seconded the motion which passed unanimously by those voting. Note: Commissioner Janet Kortenhaus had to recuse herself from the approval process as she is co-sponsoring the event.
Note: Attorney Keith Davis stated that Commissioner Kortenhaus needed to complete a voting conflict form for the record.

8. **ORDINANCES AND RESOLUTIONS**

- a. Resolution R-9-21: Low Speed vehicles: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, ESTABLISHING TEMPORARY POLICIES AND RULES FOR LIMITED PARKING / STANDING OF LOW-SPEED VEHICLES AT THE INLET SERVICE PARKING AREA; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

MOTION: Commissioner Brian Tyler moved to approve Resolution R-9-21 as presented.

SECOND and VOTE: Commissioner Tracy Larcher seconded the motion which passed unanimously.

- b. (First Reading) Ordinance O-4-21 Elections: *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 22-4 TO ADJUST THE DATES FOR QUALIFYING FOR MUNICIPAL ELECTED OFFICE AT THE REQUEST OF THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS.* (**Keith Davis, Town Attorney**)

MOTION: Commissioner Janet Kortenhaus moved to approve the first reading of Ordinance O-4-21 with new language to reference the closing date for qualifying be noon on the 3rd Friday in November.

SECOND and VOTE: Commissioner Brian Tyler seconded the motion which passed unanimously.

- c. (Second Reading) Ordinance O-1-21 Gate Height: *AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING APPENDIX A. ZONING. SECTION IX. HEIGHT LIMITATIONS FOR GATES AND GATE POSTS.* (**Keith Davis, Town Attorney**)

MOTION: Commissioner Tracy Larcher moved to approve the second reading of Ordinance O-1-21 at presented.

SECOND and VOTE: Vice Mayor Scott McCranel seconded the motion which passed unanimously.

d. (Second Reading) Ordinance O-3-21 Emergency Generators: *AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PALM BEACH SHORES, FLORIDA, AMENDING APPENDIX A. ZONING. SECTION XII. GENERAL PROVISIONS. AT PF. 12.7. CENTRAL AIR CONDITIONG EQUIPMENT. TO CLARIFY THE PERMISSIBLE LOCATION OF SUCH EQUIPMENT AND AT PF. 12.8. EMERGENCY ELECTRICAL GENERATORS. TO CLARIFY THE LOCATION OF SUCH EQUIPMENT AND PROVIDE ADDITIONAL REGULATIONS TO MINIMIZE THE IMPACT OF THIS EQUIPMENT TO ADJACENT PROPERTIES.* **(Keith Davis, Town Attorney)**

MOTION: Commissioner Tracy Larcher moved to approve the second reading of Ordinance O-3-21 at presented.

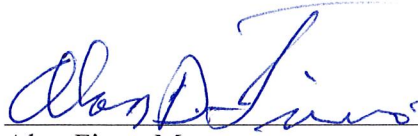
SECOND and VOTE: Commissioner Brian seconded the motion which passed unanimously.

9. **PUBLIC COMMENTS:** There were no public Comments

10. **ADJOURNMENT**

Mayor Fiers adjourned the Meeting at 8:45 pm.

Approved this 23rd day of August 2021.


Alan Fiers, Mayor

Attest:


Evyonne Browning, Town Clerk

(Seal)

