

**TOWN OF PALM BEACH SHORES, FLORIDA  
TOWN REORGANIZATION MEETING MINUTES**

**March 25, 2019**

**Mayor Koutzen** called the meeting to order at 6:15 pm. The meeting was held at Town Hall located at 247 Edwards Lane, Palm Beach Shores, FL 33404.

**Town Clerk Evyonne Browning** called the roll and those present: Mayor Myra Koutzen, Commissioner Roby DeReuil, Commissioner Gil Gilgallon, Commissioner Bob Stanton, and Commissioner Brian Tyler. Also present were Town Attorney Keith Davis, Town Clerk Evyonne Browning, and Assistant Clerk Gaudy Quesada.

**1. APPROVAL OF MEETING AGENDA** (Additions, substitutions, deletions)

**MOTION:** Commissioner Tyler moved to approve the meeting agenda as printed.

**SECOND:** Commissioner Gilgallon seconded the motion.

**VOTE:**

<b>Gilgallon:</b>	<b>YES</b>
<b>DeReuil:</b>	<b>YES</b>
<b>Stanton:</b>	<b>YES</b>
<b>Tyler:</b>	<b>YES</b>
<b>Koutzen:</b>	<b>YES</b>

**The Motion Passed Unanimously**

**2. INSTALLATION:**

Town Clerk Browning administered the following Oaths:

- a) Oath of Office: Commissioner Roby DeReuil
- b) Oath of Office: Commissioner Robert Stanton

**3. RESOLUTIONS:**

- a. Resolution R-1-19 Appointment of Vice Mayor

**MOTION:** Commissioner DeReuil moved to appoint Commission Gil Gilgallon as Vice Mayor.

**SECOND:** Commissioners Tyler and Stanton unanimously seconded the motion.

**VOTE:**

<b>Gilgallon:</b>	<b>Abstained</b>
<b>DeReuil:</b>	<b>YES</b>
<b>Stanton:</b>	<b>YES</b>
<b>Tyler:</b>	<b>YES</b>
<b>Koutzen:</b>	<b>YES</b>

**The Motion Passed Unanimously**

- b. Resolution R-2-19 Appointment of Commissioner to Election Canvassing Board

**MOTION:** Commissioner Stanton moved to appoint Commission DeReuil to serve on the Election Canvassing Board

**SECOND:** Commissioner Tyler and Vice Mayor Gilgallon unanimously seconded the motion.

**VOTE:**

<b>Gilgallon:</b>	<b>YES</b>
<b>DeReuil:</b>	<b>YES</b>
<b>Stanton:</b>	<b>YES</b>
<b>Tyler:</b>	<b>YES</b>
<b>Koutzen:</b>	<b>YES</b>

**The Motion Passed Unanimously**

c. Resolution R-3-19 Appointment of Members to the Planning and Zoning Board

The Mayor and each Commissioner completed a tabulation sheet which listed the residents of the Town who had requested consideration on the Planning and Zoning Board. As there were 6 names submitted and the P & Z Board is comprised of 5 members and 2 alternates, the tabulation sheet listed all 6 names and the Commission was directed to mark **one name** for their choice as **alternate only**.

**VOTE #1:** Town Attorney Davis tallied the ballots and there was a tie between Nina Lammert and Timothy Blash as the alternate member.

**VOTE #2:** Town Attorney Davis tallied the ballots and Tim Blash received one (1) vote and Nina Lammert received four (4) votes, making Tim Blash a member and Nina Lammert as the alternate.

The Planning and Zoning Board as voted: Members: Janet Kortenhaus, Rick Ziegler, Jerald Cohn, Melinda Blackburn and Timothy Blash. Alternate: Nina Lammert. There is still one opening for the 2<sup>nd</sup> alternate.

d. Resolution R-4-19 Appointment of Evyonne Browning as Town Clerk and Wendy Wells as Town Treasurer.

**MOTION:** Commissioner DeReuil moved to reappoint Evyonne Browning as Town Clerk and Wendy Wells as Town Treasurer.

**SECOND:** Vice Mayor Gilgallon seconded the motion.

**VOTE:**  
    **Gilgallon: YES**  
    **DeReuil: YES**  
    **Stanton: YES**  
    **Tyler: YES**  
    **Koutzen: YES**           **The Motion Passed Unanimously**

4. **MISCELLANEOUS BUSINESS:**

a. Approval: To appoint a Commissioner to serve on DRC as Chairperson for a 1-year term.

**MOTION:** Commissioner Stanton moved to reappoint Mayor Koutzen to serve as Chairperson of the DRC.

**SECOND:** Commissioner Tyler seconded the motion.

**VOTE:**  
    **Gilgallon: YES**  
    **DeReuil: YES**  
    **Stanton: YES**  
    **Tyler: YES**  
    **Koutzen: YES**           **The Motion Passed Unanimously**

b. Appoint Resident Member(s) to DRC for a 1-year term.

**MOTION:** Vice Mayor Gilgallon moved to reappoint Elizabeth Kuechenmeister to serve as resident member of the DRC.

**SECOND:** Commissioner DeReuil seconded the motion.

**VOTE:**            **Gilgallon: YES**  
                      **DeReuil: YES**  
                      **Stanton: YES**  
                      **Tyler: YES**  
                      **Koutzen: YES**            **The Motion Passed Unanimously**

**5. LEGAL UPDATE BY TOWN ATTORNEY**

See Attachment as provided by the Town Attorney, which was presented to the Mayor and Commissioners.

**6. ADJOURNMENT:** Commissioner Stanton moved to adjourn the meeting at 6:30 pm

**APPROVED** this 15<sup>th</sup> day of April 2019.

Attest:

  
\_\_\_\_\_  
Evyonne Browning, Town Clerk

  
\_\_\_\_\_  
Myra Koutzen, Mayor

(Seal)

