

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

November 19, 2018

*This meeting was recorded, and the full meeting dialogue is available
in audio format through the Town Clerk's office.*

1. CALL TO ORDER

Mayor Koutzen called the meeting to order at 5:59 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 those present were Mayor Myra Koutzen, Vice Mayor Roby DeReuil, Commissioner Gil Gilgallon, Commissioner Robert Stanton, and Commissioner Brian Tyler.

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

MOTION: Vice Mayor DeReuil moved to approve the meeting agenda as presented

SECOND: Commissioner Gilgallon seconded the motion.

VOTE: **Gilgallon: YES**

DeReuil: YES

Tyler: YES

Stanton: YES

Koutzen: YES

The Motion Passed Unanimously

3. CONSENT AGENDA (Items that do not need discussion, but require a vote)

a. October 15, 2018 Regular Commission Meeting Minutes

b. October 29, 2018 Special called Commission Meeting Minutes

c. Special Event Permit SP18-26: December 1, 2018, John Workman, 2nd floor Community Center event from 2:00 pm to 11:00 pm. (All paperwork received).

MOTION: Commissioner Stanton moved to approve the consent agenda as presented

SECOND: Commissioner Gilgallon seconded the motion.

VOTE: **Gilgallon: YES**

DeReuil: YES

Tyler: YES

Stanton: YES

Koutzen: YES

The Motion Passed Unanimously

4. PRESENTATIONS/UPDATES

a. Swearing in of Robert Villagomez, Full-time Fire Fighter/EMT (**Delayed until the next Commission Meeting in December**)

b. Swearing in of Mary Boeckler, Full-time Dispatch Operator

5. DEPARTMENT AND BOARD REPORTS

a. Financials

1. Approval of Financial Report for Period ending October 31, 2018

MOTION: Commissioner Gilgallon moved to approve the Financial Report as printed

SECOND: Commissioner Tyler seconded the motion.

(VOTE ON NEXT PAGE)

Item 5a: 1. Financials (vote)

VOTE: Gilgallon: YES

DeReuil: YES

Tyler: YES

Stanton: YES

Koutzen: YES

The Motion Passed Unanimously

2. Approve Assigned Fund Balances at 9/30/18

MOTION: Commissioner Gilgallon moved to approve the Assigned Fund Balances

SECOND: Commissioner Tyler seconded the motion.

VOTE: Gilgallon: YES

DeReuil: YES

Tyler: YES

Stanton: YES

Koutzen: YES

The Motion Passed Unanimously

3. Approve Capital deletions for Fiscal Year ended 9/30/18

MOTION: Commissioner Tyler moved to approve the Capital deletions as presented

SECOND: Commissioner Stanton seconded the motion.

VOTE: Gilgallon: YES

DeReuil: YES

Tyler: YES

Stanton: YES

Koutzen: YES

The Motion Passed Unanimously

4. Update on Undergrounding Utilities Costs: *this meeting* **An overview of the process and the costs today were given by Mayor Koutzen.**

- b. Staff Reports were given by Police Chief Langevin, Fire Chief Steedman, Public Works Director Welch, and Town Clerk Browning.
- c. There was no Planning and Zoning Report.

6. COMMISSION REPORTS

Mayor Koutzen gave an update on the status of repairing the sea wall at the Inlet. She also thanked everyone who came to the beach clean-up event. She gave a special "thank you" to Grace Sterrett for reviewing the Town's Fertilizer Ordinance and giving input into make it easy to understand and providing a hand-out sheet to help everyone understand the content and process.

7. PUBLIC COMMENTS

PUBLIC PARTICIPATION AND OPPORTUNITY TO BE HEARD (Resolution R-7-13)

Grace Sterrett representing the Environmental Committee thanked the Commission for tabling the Tree Ordinance as requested by the committee.

8. PROJECT UPDATES/DISCUSSIONS None at this meeting

9. **OTHER BUSINESS** (Any regular business requiring a vote)

- a. Approval of 2 Police vehicles and LPR/CCTV systems

MOTION: Commissioner Gilgallon moved to approve the 2 Police Vehicles as stated.

SECOND: Commissioner Tyler seconded the motion.

VOTE: Gilgallon: YES

DeReuil: YES

Tyler: YES

Stanton: YES

Koutzen: YES

The Motion Passed Unanimously

- b. Approval of 1 Public Works Truck

MOTION: Commissioner Stanton moved to approve the purchase of a new Public Works truck.

SECOND: Commissioner Gilgallon seconded the motion.

VOTE: Gilgallon: YES

DeReuil: YES

Tyler: YES

Stanton: YES

Koutzen: YES

The Motion Passed Unanimously

- c. Approval of five (5) Police Department in-car cameras

MOTION: Commissioner Tyler moved to approve the purchase of the 5 police department in-car cameras with the funds donated by the Fleming Foundation.

SECOND: Commissioner Gilgallon seconded the motion.

VOTE: Gilgallon: YES

DeReuil: YES

Tyler: YES

Stanton: YES

Koutzen: YES

The Motion Passed Unanimously

10. **ORDINANCES AND RESOLUTIONS**

- a. Resolution R-15-18: Fiscal Year 2017/18 Budget Amendment No. 4.

MOTION: Commissioner Gilgallon moved to approve Resolution R-15-18 as printed.

SECOND: Commissioner Stanton seconded the motion.

VOTE: Gilgallon: YES

DeReuil: YES

Tyler: YES

Stanton: YES

Koutzen: YES

The Motion Passed Unanimously

- b. Resolution R-16-18: Fiscal Year 2018/19 Budget Amendment No. 1.

MOTION: Vice Mayor DeReuil moved to approve Resolution R-16-18 as presented

SECOND: Commissioner Gilgallon seconded the motion.

VOTE: Gilgallon: YES

DeReuil: YES

Tyler: YES

Stanton: YES

Koutzen: YES

The Motion Passed Unanimously

- c. Ordinance O-6-18: Amend 62, Streets, Sidewalks, and other public places regarding the undergrounding project.

MOTION: Commissioner Gilgallon moved to approve the 2nd reading and adoption of Ordinance O-6-18 as presented by the Town Attorney.

SECOND: Vice Mayor DeReuil seconded the motion.

VOTE: Gilgallon: YES

DeReuil: YES

Tyler: YES

Stanton: YES

Koutzen: YES

The Motion Passed Unanimously

- d. Ordinance O-10-18: Amend Appendix Chapter 18. Business, Occupations and Professions.

MOTION: Commissioner Stanton moved to approve the 1st reading of Ordinance O-10-18 as presented by the Town Attorney.

SECOND: Vice Mayor DeReuil seconded the motion.

VOTE: Gilgallon: YES

DeReuil: YES

Tyler: YES

Stanton: YES

Koutzen: YES

The Motion Passed Unanimously

- e. Ordinance O-11-18: Amend Appendix A. Zoning for Districts B, C, and D to allow replacement of existing asphalt or concrete pavement material with driveway pavers in the Town's 10' strip. *(Presented by Town Attorney)*

MOTION: Commissioner Stanton moved to approve the 1st reading of Ordinance O-11-18 as presented by the Town Attorney

SECOND: Commissioner Gilgallon seconded the motion.

VOTE: Gilgallon: YES

DeReuil: YES

Tyler: YES

Stanton: YES

Koutzen: YES

The Motion Passed Unanimously

11. ADJOURNMENT

Mayor Koutzen adjourned the meeting at 6:50 pm.

Approved this 17th day of December 2018

ATTEST:


Evyonne Browning, Town Clerk


Myra Koutzen, Mayor

(Seal)

