



**Mayor Alan Fiers
Vice Mayor -Vacant**

Commissioner Tracy Larcher
Commissioner Brian Tyler
Commissioner Brian Mark Ward

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

**Regular Commission Meeting
Minutes**

CALL TO ORDER

Mayor Fiers called the meeting to order at 7:07 p.m. Those present were Mayor Alan Fiers, Commissioner Tracy Larcher, Commissioner Brian Tyler, 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 Keith Davis, and Planning and Zoning Chairman Jerry Cohn.

APPROVAL OF MEETING AGENDA

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

Second: Commissioner Tracy Larcher seconded the Motion.

Vote: Motion passed 4-0

APPROVAL OF CONSENT AGENDA

Commission Meeting Minutes, August 28, 2023.
Budget Hearing September 11, 2023

Motion: Commissioner Brian Tyler made a motion to approve the Consent Agenda, as amended.

Second: Commissioner Tracy Larcher seconded the Motion.

Vote: Motion passed 4-0

APPOINT COMMISSIONER:

Two letters of interest were submitted to the Commission for the one commission seat left vacant by the resignation of Scott McCranels. Steven Smith and Kathleen McGahran both submitted letters and gave a brief candidate speech for the Commissioners to consider. Mayor Fiers asked for a ballot cast by each commissioner. Vote 1- Commissioner Larcher and Mayor Fiers voted for Steven Smith, and Commissioners Tyler and Ward voted for Kathleen McGahran, a 2-2 tie vote. Vote 2- same results, 2-2 tie vote. Ms. McGahran withdrew her letter and will run for an open seat during the qualifying period for the March 2024 election.

RESOLUTIONS:

Motion: Commissioner Tracy Larcher made a motion to approve Resolution R-8-2023 appointing Steven Smith to the vacant commission seat.

Second: Commissioner Mark Ward seconded the Motion. Motion passed 4-0.

Attorney Keith Davis administered the Oath of Office to Steven Smith, and the new commissioner took his seat on the dais.

Motion: Commissioner Brian Tyler to nominate Commissioner Larcher as the new Vice Mayor and approve Resolution R-9-2023 appointing the new Vice Mayor.

Second: Commissioner Mark Ward seconded the Motion. Motion passed 5-0.

GUEST SPEAKER:

Major Ron Mattino from PBSO District 20 was present at tonight's meeting, gave a brief overview of the District's activities, and commended Sgt. Langevin on the low crime statistics and traffic statistics. Mayor Fiers asked Major Mattino about derelict boats in the Riviera Beach and Peanut Island waterways. The Major will check into this and report back.

AGREEMENTS:

Motion: Commissioner Brian Tyler made a motion to approve the PBCF – Vehicle Maintenance Agreement. Attorney Davis gave an overview of the contract and the changes made since it was approved first.

Second: Vice Mayor Tracy Larcher seconded the Motion. Motion passed 5-0.

Discussion: Mayor Fiers gave a brief overview of the project contract and the streets to be paved. Commissioner Ward questioned the payment schedule and the project inspections and management. Vice Mayor Larcher commented that there are two figures based on whether they include Cascade Lane.

Motion: Vice Mayor Larcher made a motion to approve the piggyback contract for road paving with Winn and Son as specified in the draft agreement.

Second: Commissioner Tyler seconded the Motion. Motion passed 5-0

DEPARTMENT AND BOARD REPORTS

Financial Reports:

Darlene Hopper, Town Treasurer, presented the financial report for August 2023. Mrs. Hopper gave a detailed review of the budget and the monthly revenues and expenditures by departments and answered the Commission's questions. The August 2023 Financial report is attached to the agenda for review.

Discussion: Vice Mayor Larcher questioned where we stand with passing the resolution adopting the EMS fee schedule. Mayor Fiers responded that we are waiting for Riviera Beach to pass it at the meeting first. Commissioner Ward commended Commissioner Tyler for suggesting that the Town transfer the Road Project funds to a higher interest bearing money market account.

Motion: Commissioner Brian Tyler made a motion to approve the August 2023 Financial Report.

Second: Vice Mayor Larcher seconded the Motion. 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. The Sgt. also reported that the Blue Heron Bridge should be done in the next day or two. The electrical outlets at the Community Center now have locks installed by Public Works to prevent people experiencing homelessness from trespassing and using the outlets.

Deputy Fernandez has retired, and he is interviewing new Deputies. Sgt. Langevin's report is attached to the agenda.

Fire Department: Chief Steedman gave an overview of his written Monthly Report and reviewed the calls for service and training for the month. His report is attached to the agenda and available at the clerk's office. Chief Steedman answered the Commission's questions.

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, Outfall Pipes, the beach restrooms, and Street Light repairs. There was a brief discussion regarding the Seagrape's trimming schedule. Mr. Welch would contact the Florida Department of Environmental Protection to obtain their guidelines on such trimming. Mr. Welch answered the Commissioner's Questions. His report is attached to the agenda. Vice Mayor Larcher asked about the quotes and progress of the Community Center renovation; he also commended a good job on the AT&T junction boxes on Blossom and Cascade Lane.