

REGULAR MEETING
TOWN OF LAKE PLACID TOWN COUNCIL
MONDAY NOVEMBER 14, 2011 5:35 P.M.

Mayor John Holbrook called the regular meeting of the Lake Placid Town Council to order on Monday November 14, 2011 at 5:35 P.M. at Town Hall, 311 W. Interlake Boulevard, Lake Placid, Florida. A quorum was present.

ROLL CALL:

Mayor John Holbrook
Council Member Ray Royce
Council Member Debra Worley
Council Member Mike Waldron
Council Member Steve Bastardi

Town Clerk Arlene Tuck
Town Attorney Bert Harris
Town Public Works Director John Komasa
Town Utility Director Gary Freeman
Town Police Chief Phil Williams

ELECTION OF COUNCIL MEMBER:

Mrs. Tuck stated Council needed to revote on Council Member Waldron. She stated the Charter calls for the Mayor to be involved in appointing a Council Member to fill a vacancy and Mayor Holbrook did not vote. Council Member Worley made a motion Mike Waldron be appointed to the position of Council Member; motion seconded by Council Member Bastardi. On roll call, Council Member Worley, Council Member Bastardi, Council Member Royce and Mayor Holbrook voted yes. Motion carried 4 to 0.

Mrs. Tuck also stated at the last meeting Council Member Waldron voted on some items and that those items needed to be revoted on due to the inconsistency of the election. She stated the items were as follows:

Council Member Royce stated he wanted to advise that his brother is the owner and operator of Royce Supply Co., which the Town purchases from and that from now on he will be abstaining from voting when there is a bill from Royce Supply Co. He also stated the Council voted on October 24, 2011 to purchase a mower from Royce Supply Co. and he voted on it. He stated when the items listed are voted on he will abstain from voting on the bid purchase of the mower.

October 24, 2011 Council Meeting:

1. Bids for mower – Motion the Council accept the Department Head’s recommendation on this issue.
2. Adjournment – Motion the meeting of October 24, 2011 adjourn.

November 1, 2011 Meeting:

1. Recommended changes to the Small Scale Comp. Plan for property within the Greater Lake Placid Visionary area – Motion that the Council’s recommendation be the language

as outlined by the Town Attorney (See Exhibit A) that he will present to Mrs. BuChans for inclusion into both the recommendations and a proposed alternative Ordinance.

2. Dry Lines and Annexation – Motion the developer shall be required to put in all necessary dry lines and future hookups in at the time of development so that they can hookup when the facilities are within ¼ mile and that all hookup fees shall be a lien on the property and that an executed, recordable annexation agreement be delivered to the County prior to adoption of the Ordinance.
3. Recreation – Motion that recreation requirements will be addressed at PD (Planned Development), to the extent required.
4. Adjournment – Motion to adjourn November 1, 2011 meeting.

Council Member Bastardi made a motion to ratify the voted items of the meeting of October 24, 2011 and November 1, 2011 less the issue relative to the mowing equipment and the payment of the monthly bills; motion seconded by Council Member Worley. On roll call Council Member Bastardi, Council Member Worley, Council Member Royce and Council Member Waldron voted yes. Motion carried 4 to 0.

Council Member Worley made a motion to grant the bid on the mower to Royce Supply Co. and also to approve the October 24, 2011 payment of the monthly bills; motion seconded by Council Member Bastardi. On roll call, Council Member Worley, Council Member Bastardi and Council Member Waldron voted yes; Council Member Royce abstained from voting due to a conflict of interest. Motion carried 3 to 0.

CONSENT AGENDA:

- A. Approval of Agenda
- B. Approval of Minutes
- C. Approval of monthly reports

Council Member Royce made a motion to approve consent agenda items A, B, and C; motion seconded by Council Member Bastardi. On roll call, motion carried unanimously.

- D. Approval of Monthly Bills – Council Member Royce made a motion to approve payment of the monthly bills except any relating to Royce Supply Co.; motion seconded by Council Member Waldron. On roll call, motion carried unanimously.
- E. Approval of Monthly Bills – Council Member Worley made a motion to approve the monthly bill for Royce Supply Co.; motion seconded by Council Member Bastardi. On roll call, Council Member Worley, Council Member Bastardi and Council Member Waldron voted yes; Council Member Royce abstained from voting due to a conflict of interest. Motion carried 3 to 0.
- F. Accountability Statements – Thanked the Public Works Director for his report. Council Member Bastardi stated he wanted to remind everyone we still do not have an Interlocal Agreement with the County on Recreation. Council Member Royce made a motion that the Council authorize the Mayor to sign an Interlocal Agreement that utilizes the past format for Interlocal Agreements with two changes: 1) that no longer includes a requirement for a match, a reimbursement percentage match; and 2) that the total be the maximum that was allowed as budgeted by Highlands County in their 2011-2012 budget; motion seconded by Council Member Worley. On roll call, motion carried unanimously.

Accountability Statements – Council Member Bastardi made a motion the Accountability Statements be approved; motion seconded by Council Member Waldron. On roll call, motion carried unanimously.

- G. Resolution 2011-14 – Fund Balance Policy – Mrs. Tuck stated she and Rachel Osborne needed to do some more work on this matter. She will bring it back after January 1, 2012.
- H. Approval to allow County Elections Office to use Town Hall for Early Voting – Mayor Holbrook stated he was concerned to allow the Elections Office to hold the election in the Council Chambers because we don't know if we will have to use it if we acquire Highlands County Utilities. Council Member Bastardi stated he thought the elections office had requested the Council Chambers when the library was being renovated and he then thought they would go back to the library. Mrs. Tuck stated she did not feel they could go back to the library because the library is closed on Monday and for early voting the office has to open from Monday through Saturday.

Council Member Royce stated we need to tell Mr. Campbell at this time, on November 14, 2011, he should not necessarily count on the availability of this room, but that we are certainly willing to, as we get two or three months down the road see what is available. Unfortunately, we cannot assure Mr. Campbell at this space (Council Chambers) will be available. Council Member Royce made a motion we cannot give Mr. Campbell complete assurance that the Council Chambers will be available for early voting next fall; motion seconded by Council Member Bastardi. On roll call, motion carried unanimously.

- I. Lake Placid Arts & Crafts Festival – Mrs. Tuck stated she had received a letter from the Country Fair Arts & Crafts Festival Committee requesting the use of DeVane Park on February 4th and 5th, 2012 for their Festival. The question was raised about if the Ordinance requiring Park Fees is passed prior to the Festival, if the Committee would be responsible for paying the fee. Council Member Worley stated she would like to see the Council waive the fee because the Committee had to relocate last year because the park was being renovated. Council Member Royce made a motion that we allow, for scheduling priority to the Lake Placid Arts & Crafts Country Fair Committee for the dates of February 4 and February 5, 2012, for DeVane Park, the use of such Park will be suggest to applicable rules, guidelines and fee structure at the time of the park's use; motion seconded by Council Member Bastardi. On roll call, Council Member Royce and Council Member Bastardi voted yes; Council Member Worley and Council Member Waldron voted no. Mayor Holbrook voted no to break the tie. Motion failed 3 to 2.

Council Member Worley made a motion to allow the Lake Placid Arts & Crafts Country Fair Committee to reserve the DeVane Park for January 31 through February 5, 2012 and not be under the new guidelines for fees for the Parks and Recreation; motion seconded by Council Member Waldron. On roll call, Council Member Worley and Council Member Waldron voted yes; Council Member Royce and Council Member Bastardi voted no. Mayor Holbrook voted yes to break the tie. Motion carried 3 to 2 in favor.

PUBLIC HEARINGS:

- A. Ordinance 2011-641 – Changes to Permitted Sign (1st hearing) – Mayor Holbrook read the title of the Ordinance. Council Member Worley made a motion to approve Ordinance 2011-641 on first hearing by reading of title only; motion seconded by Council Member Royce. On roll call, motion carried unanimously.
- B. Ordinance 2011-642 – Obscene Acts (1st hearing) – Mayor Holbrook read the title of the Ordinance. Council Member Worley made a motion to approve Ordinance 2011-642 on first hearing by reading of title only; motion seconded by Council Member Bastardi. On roll call, motion carried unanimously.

PRESENTATION:

- A. Council Member Worley and Rachel Osborne – Council Member Worley and Ms. Osborne (accountant for the Town) presented a power point restructuring the financial department for the Town of Lake Placid. Council Member Worley made a motion to retain Wicks, Brown, Williams & Co., to do our audit for this previous fiscal year, with the understandings that he has to have the financials prepared by an outside entity; motion seconded by Council Member Royce. On roll call, motion carried unanimously.

DEPARTMENT HEADS/MAYOR/COUNCIL MEMBERS:

- A. Town Planner – Not here
- B. Town Attorney:
 - 1. Recreation Impact Fee Ordinance – After much discussion, the Council asked the Recreation Meeting to start meeting, everyday if they needed too, but to bring back a proposal to the Council of impact fees for Lake June Ball fields. Council asked Council Member Waldron to act as a liaison to the Recreation Committee. Mrs. Tuck stated she would advertise for special meetings of the Recreation Committee for November 22, November 29, November 30, December 5 and December 6, 2011, beginning at 4:00 P.M.

Council Member Royce suggested the Mayor ask some committees to work on coming up with fees for the passive parks. Some committees suggested by Council Member Royce were: Lake Placid Merchants Association, Tour Lake Placid, and Lake Placid Chamber of Commerce. Council Member Royce stated he feels as Council Member Bastardi that there should be some type of fees for passive parks.

Mayor Holbrook informed everyone that Atty. Harris was called away from the meeting due to an emergency.

- 2. Camp Florida – Mayor Holbrook stated Atty. Harris had one more item on his agenda. It is a Resolution for Annexation between the Town of Lake Placid and Camp Florida. He stated Camp Florida has their own utility system, but whenever the Town gets to a point where they might annex Camp Florida, Camp Florida might want to join the Town's utility system. Council Member Royce made a motion that we authorize the Mayor to sign the annexation and utility agreement with the folks from Camp Florida; motion seconded by Council Member Bastardi. On roll call, motion carried unanimously.

- C. Town Police Chief:

1. TIP program – Chief Williams explained to the Council that we had a meeting with all the employees to explain the TIP program to each one of them. Chief Williams stated prior to the meeting with the employees, Staff met and decided to suggest dividing the employees into teams, having four teams. Each team would appoint a Chairman. Each team would meet for up to two hours per quarter, having safety instruction during the meeting. Each member of each team would be responsible for presenting an improving safety, improving productivity, or improving efficiency suggestion. Each employee who presents such an idea will be entitled to \$250.00. Each team will then get together and discuss all suggestions. They will select one suggestion and present that suggestion to the Town Council. The suggestion selected by the Town Council as the best, will entitle the person coming up with the suggestion to another \$250.00. That person can then decide if they want to split the \$250.00 between the other team members, keep the \$250.00 themselves, or whatever their pleasure might be.

Council Member Royce made a motion that we approve the TIPS program format as outlined by Chief Williams and put together by our Town staff so that they can implement it for the first quarter of the year 2011-2012; motion seconded by Council Member Worley. On roll call, motion carried unanimously.

2. Fingerprinting Scanner – Chief Williams stated after reviewing several products, he would like Town Council to consider the Cross Match as the vendor. He stated this product would be purchased with donations received by the Police Department. He stated they sent out for bids. Council Member Royce made a motion the Chief be allowed to purchase the fingerprinting scanner from Cross Match; motion seconded by Council Member Worley. On roll call, motion carried unanimously.

D. Town Utility Director:

1. Bid results for lift station electrical improvements – Mr. Freeman stated he advertised for three separate bids. They are:
 1. Completely built new electrical panels for eleven lift stations delivered ready to be installed by an electrical contractor.
 2. Provide labor and materials to install new generator manual transfer switches and generator receptacles, connect to existing lift station control panels and retrofit existing wiring to meet the electrical code.
 3. Provide labor and materials to install the new electrical control panels from Bid One. It also includes retrofitting existing lift station wiring to meet code and accommodate the new control panels.

Mr. Freeman stated he received three bids for the #1 project and was recommending the selection of Florida Bearings, Inc. For bids #2 and #3 he received only one bid and that was from Central Contractors, which he was recommending. The total cost will be \$85,916 to be paid from the loan received from the Town's Infrastructure Account.

Council Member Worley made a motion to accept the bid for \$85,916.00 as recommended by Gary Freeman from Florida Bearings, Inc. and Central Contractors and to borrow the money from the Town's Infrastructure Account; motion seconded by Council Member Bastardi. On roll call, motion carried unanimously.

E. Town Clerk:

- a. Mrs. Tuck stated Council has not decided what they want to do about someone to do the Financial Statements for the Town. Council Member Royce made a motion we authorize the Mayor to approve a bid spec to go out for necessary financial assistance and consulting; motion seconded by Council Member Bastardi. On roll call, motion carried unanimously.

Council Member Bastardi made a motion to adjourn; motion seconded by Council Member Waldron. Mayor Holbrook, hearing no objections, declared the meeting adjourned at 9:50 P.M.