TOWN OF ASTATULA
MAYOR AND TOWN
COUNCIL MINUTES

REGULAR SESSION
MONDAY August 9, 2021
TOWN HALL

Having been duly advertised as required by law, Mayor Mack called the Regular Session meeting to order at 7.00pm. He gave the invocation and led the Pledge of Allegiance.

Members Present:
Mitchell Mack, Mayor
Kimberly Kobera, Vice-Mayor
Gayle Sikkema
Steve Cross
Absent:
Orita Issartel

Staff Present:
Graham Wells, Town Clerk
Wally Hoagland, Police Chief

Roll Call was performed, and it was determined that a quorum was present. The Mayor welcomed Commissioner Kirby Smith and Theresa LaBree from the Planning and Zoning Board.

CITIZENS QUESTIONS AND COMMENT

Lake County Commissioner District 3, Kirby Smith introduced himself and said that he was here to help and make Lake County a better place to live. He also explained the reason why the town hall meeting for District 3 had been postponed.

AGENDA REVIEW

The were no changes to the agenda.

MEETING MINUTES

Approval of Minutes for July 12, 2021 Regular Council Meeting.
Approval of Minutes for July 27, 2021 Special Council Meeting.
Approval of Summary Minutes for July 27, 2021 Budget Workshop.

MOTION by Councilwoman Sikkema to approve the minutes as shown above; SECONDED by Councilman Cross
For: Cross, Kobera, Sikkema, Mack
MOTION CARRIED 4-0

PUBLIC HEARING

FINAL READING OF ORDINANCE 2021-12 REMOVING THE REQUIREMENTS TO CONSTRUCT A SWIMMING POOL AND CABANA APPLICABLE TO THE PLANNED UNIT DEVELOPMENT KNOWN AS TULA PARC.

AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA, REMOVING THE REQUIREMENTS TO CONSTRUCT A SWIMMING POOL AND CABANA APPLICABLE TO THE PLANNED UNIT DEVELOPMENT FOR THE DEVELOPMENT KNOWN AS TULA PARC LOCATED NORTH OF GEORGIA AVENUE, WEST OF MONROE STREET, EAST AND WEST OF ADAMS STREET, EAST OF WASHINGTON STREET AND SOUTH OF PENNSYLVANIA AVENUE; PROVIDING FINDINGS; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

Ordinance 2020-17 which approved the PUD for Tula Parc contained certain provisions including the requirement that a recreation area be constructed to include a swimming pool and cabana. Following further input from citizens during the preliminary Plat process, it was decided to not have a swimming pool but only have a pavilion and tot lot (children's playground). Ordinance 2021-12 amends the PUD and brings it in line with the Preliminary Plat.

Councilman Cross wanted it reflected in the minutes that the developer could install a swimming pool at a later date should they wish to. He went on to make a motion to read by title; seconded by councilwoman Sikkema. Mayor Mack read the title and requested a motion to approve.

MOTION by Councilwoman Cross to adopt Ordinance 2021-12; SECONDED by Councilwoman Sikkema.
A Roll Call vote was taken.
Cross YES
Sikkema YES
Kobera YES
Mack YES
MOTION CARRIED 4-0

NEW BUSINESS

<u>CONSIDERATION AND APPROVAL TO REPLACE THE AIR CONDITIONING UNIT IN TOWN HALL.</u>

Mayor Mack gave an overview of the Wall AC Unit which has failed and needs to be replaced. He added that three quotations have been received ranging from $8,015.88 to $9,187.00.

Corman & Sons - $8,998.00 require 40% payment with order.

4 Seasons - $9,187.00 require 50% payment with order.

Summa & Tony's - $8015.88 do not require an upfront payment.

The Mayor stated that Summa & Tony's spent more time checking out the electric and offered two options. One was a three-ton unit with a heat strip and a four-ton unit without a heat strip. He said that the latter option was preferable and there was no price difference between them.

Following some discussion, he requested a motion.

MOTION by Councilman Cross to approve the replacement of the AC unit with the low bid from Summa & Tony's not to exceed $8,500.00; SECONDED by Councilwoman Sikkema. A Roll Call vote was taken.

Cross	**YES**
Sikkema	**YES**
Kobera	**YES**
Mack	**YES**

MOTION CARRIED 4-0

DISCUSSION TO PAY A COVID BONUS TO TOWN HALL STAFF – COUNCILWOMAN SIKKEMA.

This was proposed by Councilwoman Sikkema to pay a $1,000.00 bonus to the Clerk and Deputy Clerk as the police officers had been paid a bonus by the Florida Governor. Mayor Mack said that he had consulted the HR attorney at Gray Robinson and that a payment of a bonus to selected staff only was a violation of the statute.

Ms. Sikkema suggested that it may be possible to pay it from the cares act money and she would check with the school board to see how they paid it to selected employees. Based on this it was tabled to a future date. Councilman Cross suggested that we move to item 4 as they were related.

DISCUSSION ON HEALTH INSURANCE POLICY.

The discussion revolves around whether the Town can offer health insurance on a lesser plan to new employees than is available to existing employees. It appeared from the attorney that this was not permissible unless there was a policy adopted by the town. The Mayor said that there was considerable liability as it could prove to be discriminatory.

Councilman Cross said that the entire policy and procedure manual should be reviewed by the attorney and amended as necessary. Once adopted, a copy should be given to each employee who would sign to say that they have received, read, and understand it. The Mayor said that the Police Department has their own policy manual. It was agreed that the policy manual would be sent to the attorney for review and that further discussion be tabled to a future meeting.

DISCUSSION ON THE DEMOLITION OF THE OLIVE INGRAM COMMUNITY BUILDING.

This was a follow on from the last budget workshop as the building cannot be used but is costing money for electric and insurance. Councilwoman Sikkema was concerned about it from a liability standpoint as the building has had termites and was structurally damaged by a hurricane. She liked the Mayor's suggestion that a memorial bust be erected, and the name of Kirkwood Park be changed to the Olive Ingram Park.

Councilwoman Kobera, a lifetime resident of the town has emotional ties to the building but understood that it may have to be demolished. She said that if this was the case, the residents should be notified in advance. It was decided to get a quotation for the demolition of the building.

BUDGET AND FINANCE REPORT REVIEW

There were no questions on the final report for June. Clerk Wells reported that general fund revenues for July were $125,394 over budget. Building permits were up $13,868 as was State Revenue Sharing $19,374, Sales Tax $15,778 and Other Revenues $56,700. Only Impact fees $4,008 and Community Center Rentals $5,387 were down.

The General Fund expenditure was 60,736 under budget with savings of $8,151 in Parks, $7,624 in Permit Fees and $3,055 under Financial and Administrative due to the Clerk taking over the duties provided by an employee from the accountants.

The general fund bank balance had reduced $75,063 on the month but is still $235,208 more than at the beginning of the year and $192,429 more than at the same period last year. All other fund balances had increased, and the infrastructure loan stood at $150,000.

The transportation fund was $12,930 over on revenues and $20,829 under on expenses against budget. The infrastructure fund was $37,030 over on revenues and $18,537 under on expenses against budget with a carry forward amount of $57,887. The enterprise (utility) fund revenues were $21,925 more than expenses.

The balances at the end of July are shown below.

July Bank Balances:

General Fund:	443,574.39
Impact Fees:	41,881.25
Transportation Fund:	59,306.85
Infrastructure Fund:	19,591.59
Enterprise Fund:	(26,802.56) plus $180,261.97 to complete the new well).
Cash Drawer:	150.00

COUNCIL DEPARTMENT & COMMITTEE REPORT

Finance – Councilman Cross – Asked for an update on the new well – Mayor Mack gave a detailed update on the progress for the new well and what we will need for the future. He also went over the 11th month inspection of the community building.

Public Works – Mayor Mack – Gave an update on the Colina Del Lago Development progress, the fire control at County Materials, and the light on Fair Street.

Public Safety/Code Enforcement – Councilwoman Kobera – NONE

Office – LDR's, Ordinances, Legal – Councilwoman Sikkema – NONE

Economic Development – Councilwoman Issartel – ABSENT

STAFF REPORTS

Town Attorney – Heather Ramos – ABSENT

Police Department – Chief Hoagland – Stated that he had they had 415 calls for service in July with 5 Assist other Agencies and gave a breakdown of the situations they were called to.

He reiterated that the Town needs to look again at the ISBA. He reported that Jackie had raised enough money to buy 150 backpacks for the back-to-school drive. The two new police vehicles are working out well. He read a kudos letter from a resident for Cpl. Capraun and Ofc. McDonald. He gave an update on the foreclosure property on New York Avenue. He reported that Cpl. Calhoun was now back on light duty and was catching up on code enforcement issues. He stated that through a change in the statute from July 1, that the town can no longer investigate anonymous code enforcement complaints. It must be in writing and the name of the complainant has to be on the form. He gave an update on the Astatula Dawgs football team. He gave an update on the Ford Explorer that has been off the road for months with the Turbo issue.

Town Clerk – Graham Wells – Gave an update on the application for the Broadband Grant

REVIEW

a. Items for Workshops and possible dates – **Budget Workshop set for Tuesday August 24 at 5:30 pm.**
b. Items put forward for the next Council meeting - NONE
c. Review of items needing Special Meetings and possible dates – NONE

COUNCIL MEMBER MISCELLANEOUS COMMENTS

ADJOURNMENT

There being no further business the Mayor adjourned the meeting at 8:15pm.

Respectfully submitted,

Mitchell Mack, Mayor

ATTEST:

Graham Wells, Town Clerk

AGRICULTURAL LIBRARY