

**TOWN OF ASTATULA
MAYOR AND TOWN
COUNCIL MINUTES**



**REGULAR SESSION
MONDAY MAY 9, 2022
TOWN HALL**

Having been duly advertised as required by law, Mayor Mack called the Regular Session meeting to order at 6.30pm. He gave the invocation and led the Pledge of Allegiance.

Members Present:

Mitchell Mack, Mayor
Stephen Cross, Vice-Mayor
Gayle Sikkema
Zane Teeters

Staff Present:

Graham Wells, Town Clerk
Wally Hoagland, Police Chief

Absent:

Orita Issartel

Roll Call was performed, and it was determined that a quorum was present. The Mayor welcomed Skip McCall from GFL, Planner Tim Green and Theresa LaBree from the Planning and Zoning Board. There were approximately nine citizens present from within and outside the city limits.

CITIZENS QUESTIONS AND COMMENT

The Mayor opened public comment and there being none he closed public comment.

AGENDA REVIEW

Councilman Teeters requested to add Item 6 to new business regarding council vacancies. The mayor asked for a motion to approve the amendment to the agenda.

**MOTION by Councilman Teeters to add item 6 to new business for council vacancies;
SECONDED by Councilwoman Sikkema**

For: Sikkema, Teeters, Mack

Against: Cross

MOTION CARRIED 3-1

MEETING MINUTES

1. Approval of Minutes for March 14, 2022 Workshop.
2. Approval of Minutes for March 14, 2022 Regular Council Meeting.
3. Approval of Minutes for March 21, 2022 Special Council Meeting.
4. Approval of Minutes for April 11, 2022 Regular Council Meeting.

The minutes for the March 14, 2022 workshop were amended to include the presence of Councilman Teeter and Karen Smith from the Planning and Zoning Board.

MOTION by Councilwoman Sikkema to approve the minutes shown above with the stated amendment; SECONDED by Councilman Teeters

For: Cross, Sikkema, Teeters, Mack

MOTION CARRIED 4-0

PRESENTATIONS

PROCLAMATION - MOTORCYCLE AWARENESS MONTH – MR. GRIZ DEEVERS

The Mayor welcomed Gris Deavers from ABATE and read the following proclamation.

WHEREAS, Florida's growing population and popularity with motorcycle enthusiasts make motorcycle safety an important issue; and

WHEREAS, the motorcycle is an important form of transportation for commuting, touring, and recreation; and

WHEREAS, more than a million drivers in Florida have a motorcycle endorsement on their driver's license; and

WHEREAS, motorcycles can easily be hidden in traffic, and therefore it is important to search the traffic around you and always expect to see motorcycles; and

WHEREAS, to prevent injuries and deaths on Florida's roadways, motorcyclists and motorists should be vigilant in their efforts to share the road and ensure the safety of everyone.

NOW, THEREFORE, I, Mitchell Mack, Mayor of the Town of Astatula, do hereby extend greetings and best wishes to all observing May 2022 as Motorcycle Safety Awareness Month.

It was agreed that Motorcycle Awareness month be posted on the illuminated sign in the parking lot. The Mayor and Council members signed the proclamation and a photograph of the Mayor presenting the proclamation to Mr. Deavers was taken.

PROCLAMATION – LAW ENFORCEMENT APPRECIATION MONTH

The Mayor read the following proclamation for Law Enforcement Appreciation Month.

WHEREAS, Law Enforcement Officers are dedicated men and women who have sworn to serve and protect the citizens of Town of Astatula; and,

WHEREAS, the fundamental duty of a Law Enforcement Officer is to serve mankind; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the Constitutional rights of all people to liberty, equality, and justice; and,

WHEREAS, the Law Enforcement Officer plays an intricate role in the protection, safety and well-being of the citizens of Town of Astatula; and,

WHEREAS, the Law Enforcement Officer is a symbol of public faith and trust.

NOW, THEREFORE, BE IT PROCLAIMED by the Town Council of the Town of Astatula, Florida that:

Section 1. The month of May 2022 is hereby proclaimed as "Law Enforcement Month."

Section 2. The citizens of Astatula are hereby called upon to recognize the dedication and contributions of these valued Law Enforcement Officers.

Section 3. A copy of this Proclamation shall be spread upon the minutes of this meeting and a copy presented to the Chief of Police.

DONE AND PROCLAIMED by the Town Council of the Town of Astatula, Florida in regular session this 9th day of May 2022.

The Mayor and Council members signed the proclamation and a photograph of the Mayor presenting the proclamation to Police Chief Wally Hoagland was taken.

PROPOSAL FROM GFL ENVIRONMENTAL – SKIP McCALL & JAKE PACK

The clerk received a call from Skip McCall requesting a temporary 10% increase in the solid waste payment to help cover the increased cost of labor and fuel. The regular CPI increase would take effect if approved in October and their request is a stop gap until that time. The current payment is \$13,673 per month so 10% being \$1,367 x 5 months. This of course cannot be passed onto the residents so would be borne by the town.

If council was sympathetic to their situation, then the Clerk would suggest a moratorium on receiving franchise fees (\$1,540) per month instead. This would be administratively easier to deal with and would be able to be for a specific time certain.

The Mayor welcomed Skip McCall to present his case and after lengthy discussion it was decided to table any decision on this item to the Special Council meeting on May 31st.

PUBLIC HEARING

COMPREHENSIVE PLAN AMENDMENT EAR (EVALUATION AND APPRAISAL REPORT) AND PRIVATE PROPERTY RIGHTS ELEMENT.

FINAL READING OF ORDINANCE 2021-25

AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA, AMENDING THE TOWN'S COMPREHENSIVE PLAN PURSUANT TO CHAPTER 163.3187 FLORIDA STATUTES BY AMENDING AND UPDATING THE FUTURE LAND USE ELEMENT, ADDING A PRIVATE PROPERTY RIGHTS ELEMENT, REPEALING ALL ORDINANCES IN CONFLICT HEREWITH;

AUTHORIZING THE TOWN CLERK TO AMEND SAID COMPREHENSIVE LAND USE PLAN; PROVIDING FOR CONDITIONS AND CONTINGENCIES; PROVIDING FOR PUBLICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE AND PROVIDING FOR FOWARDING THIS ORDINANCE TO THE STATE OF FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY PURSUANT TO CHAPTER 163 OF THE FLORIDA STATUTES

The ordinance was brought before the Planning and Zoning Board on November 29, 2021 who recommended unanimously for Council to approve. First reading was on December 13, 2021 and the public hearing notice for the ordinance was advertised on April 29, 2022.

The Mayor deferred to planner Green who stated that this amendment to the comprehensive plan includes the private property rights passed in HB59 and rectify inconsistencies with the future land use. The ordinance has been sent to the DEO and other state agencies and no revisions have been requested. The ordinance was now ready for adoption by the town.

The Mayor opened public comment from the residents present and there being none, Vice-Mayor Cross made a motion to read Ordinance 2021-25 by title only, seconded Councilwoman Sikkema. The Mayor read the ordinance title and requested a motion to adopt.

MOTION by Vice-Mayor Cross to adopt Ordinance 2021-25; SECONDED by Councilwoman Sikkema.

A Roll Call vote was taken.

Cross YES
Sikkema YES
Teeters YES
Mack YES

MOTION CARRIED 4-0

COMPREHENSIVE PLAN AMENDING THE FUTURE LAND USE MAP OF THE TOWN OF ASTATULA, FLORIDA.

FINAL READING OF ORDINANCE 2021-23

AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA, AMENDING THE COMPREHENSIVE PLAN FUTURE LAND USE MAP OF THE TOWN OF ASTATULA, FLORIDA, BY CHANGING THE FUTURE LAND USE CLASSIFICATION FOR THE PROPERTY LOCATED NORTH OF CR 48 AT THE INTERSECTION OF FAIR STREET AND MORNING GLORY WAY IN ASTATULA, FLORIDA, CONTAINING APPROXIMATELY 98 ACRES, AND MORE PARTICULARLY DESCRIBED BELOW FROM LAKE COUNTY RURAL TO TOWN OF ASTATULA SINGLE FAMILY MEDIUM DENSITY RESIDENTIAL; FINDING CONFORMITY WITH STATE STATUTES AND THE COMPREHENSIVE PLAN OF THE TOWN OF ASTATULA, FLORIDA; PROVIDING FOR CONFLICT; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

As part of the annexation process for the 98 acres known as Sterling Meadows, the boundaries of the town are required to be updated in the Comprehensive Plan. This is transmitted to the DEO for their approval and once received back to the town, the Ordinance can come before Council for final reading and adoption. There were no revisions requested by the DEO and the ordinance is ready for adoption.

The ordinance was brought before the Planning and Zoning Board on November 29, 2021 who recommended unanimously for Council to approve. First reading was on December 13, 2021 and the public hearing notice for the ordinance was advertised on April 29, 2022.

The Mayor opened public comment from the residents present. Mr. Paul Netwal of 25210 Fair Street stated his case for why adopting this ordinance is a bad idea. There being no other comments, Vice-Mayor Cross made a motion to read Ordinance 2021-23 by title only, seconded Councilwoman Sikkema and unanimously approved. The Mayor read the ordinance title and requested a motion to adopt.

MOTION by Vice-Mayor Cross to adopt Ordinance 2021-23; SECONDED by Councilwoman Sikkema.

A Roll Call vote was taken.

Cross YES

Sikkema YES

Teeters NO

Mack YES

MOTION CARRIED 3-1

RE-ZONING OF THE PROPERTY 98+/- ACRES LOCATED NORTH OF CR 48 AT THE INTERSECTION OF FAIR STREET AND MORNING GLORY WAY.

FINAL READING OF ORDINANCE 2022-07

AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA, AMENDING THE OFFICIAL ZONING MAP FOR PROPERTY CONSISTING OF APPROXIMATELY 98 ACRES AND LOCATED NORTH OF CR 48 AT THE INTERSECTION OF FAIR STREET AND MORNING GLORY WAY FROM LAKE COUNTY ZONING DISTRICT A (AGRICULTURE) TO TOWN OF ASTATULA PUD (PLANNED UNIT DEVELOPMENT); FINDING CONFORMITY WITH STATE STATUTES AND THE COMPREHENSIVE PLAN OF THE TOWN OF ASTATULA; PROVIDING FOR CONFLICT; PROVIDING A SAVINGS CLAUSE; PROVIDING AN EFFECTIVE DATE.

Green Consulting Group, Inc. (GCG) has conducted the PUD Rezoning review for the proposed Sterling Meadows project. The application was prepared by Civil/Site Engineering, Inc. The concept plan was prepared by Civil/Site Engineering Inc. on 8/17/21 and consists of one sheet. The property is approximately 98 acres and is zoned Lake County A. The project is north of CR 48 at the intersection of Fair Street and Morning Glory Way. The plan proposes 157 residential dwellings.

Planner Green describe the project and read aloud the clauses contained in the PUD which govern the development of the property.

- A. The uses as illustrated and listed on the Conceptual Master Plan (Exhibit B) shall be allowed.
- B. Development standards not otherwise illustrated on the Conceptual Master Plan and/or outlined in this Ordinance shall adhere to the standards for R-2 Zoning.

- C. The total number of residential dwellings is limited to a maximum of 157.
- D. All residential lots will be Single Family.
- E. The developer shall make improvements to the existing Fair Street generally as illustrated on the Conceptual Master Plan and such improvement shall be completed during the first phase of development.
- F. The developer shall install and complete an eastbound left turn lane on CR 48 at Fair Street during the first phase of development. The design for such eastbound left-turn lane shall be approved by Lake County.
- G. All recreation areas, open spaces and water retention areas shall be owned and maintained by a homeowners association.
- H. All residential dwellings shall utilize the central water system owned by the Town of Astatula. The cost, preparation for, and construction of all necessary improvements required in order to connect to the Town's central water system and the extension of fire control and potable water lines shall be the responsibility of the developer.
- I. A maximum of four (4) model homes can be maintained within the development at any one time.
- J. The final development plan shall in general layout be as shown of the Conceptual Master Plan and must be approved by the Town Council in accordance with the standards of the Land Development Regulations of the Town of Astatula.

The ordinance was brought before the Planning and Zoning Board on March 7, 2022 who voted 4-1 to recommend that Council approve. First Reading was on March 14, 2022.

The Mayor opened public comment on this ordinance only. Mr. John Minger of 25012 Begonia Court asked if the town was going to waive any impact fees for the developer or the residents of Sterling meadows for installing the water line to the subdivision. The Mayor responded that the town would not.

Mr. Minger asked about the current sprinkler system on Fair Street if the road is widened. Steve Shea, engineer for the developer responded that all utilities in the Right of Way are under the control of Lake County, and they could require that they be removed. He added that until the survey is done, we do not know what is and is not in the ROW.

Mr. Netwal said about this being only the beginning and that the surrounding land could be developed and increase the traffic four-fold. The surrounding land is in the County and would have to be annexed into the town for any further development to take place that would be in the towns control.

There being no further questions, Mayor Mack closed public comment and requested a motion to read by title only. Vice-Mayor Cross made the motion; seconded by Councilwoman Sikkema and unanimously approved. Mayor Mack read the title and requested a motion to adopt the ordinance.

MOTION by Vice-Mayor Cross to adopt Ordinance 2022-07; SECONDED by Councilwoman Sikkema.

A Roll Call vote was taken.

Cross YES

Sikkema YES

Teeters NO

Mack YES

MOTION CARRIED 3-1

COMPREHENSIVE PLAN AMENDMENT CHANGING THE FUTURE LAND USE CLASSIFICATION FOR THE PROPERTY LOCATED EAST OF CR 561 AND SOUTH OF BATES LANE (MACK CONCRETE) IN ASTATULA.

FIRST READING OF ORDINANCE 2022-11

AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA, AMENDING THE COMPREHENSIVE PLAN FUTURE LAND USE MAP OF THE TOWN OF ASTATULA, FLORIDA, BY CHANGING THE FUTURE LAND USE CLASSIFICATION FOR THE PROPERTY LOCATED EAST OF CR 561 AND SOUTH OF BATES LANE IN ASTATULA, FLORIDA, CONTAINING APPROXIMATELY 27 ACRES, AND MORE PARTICULARLY DESCRIBED BELOW FROM TOWN OF ASTATULA AGRICULTURE TO TOWN OF ASTATULA INDUSTRIAL; FINDING CONFORMITY WITH STATE STATUTES AND THE COMPREHENSIVE PLAN OF THE TOWN OF ASTATULA, FLORIDA; PROVIDING FOR CONFLICT; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Green Consulting Group, Inc. (GCG) has conducted a Small-Scale Comprehensive Plan amendment review on the subject property. The property is 27+/- acres and is located east of CR 561 and south of Bates Lane. The comprehensive plan amendment request is to change Future Land Use on the property from Agriculture to Industrial in the Town of Astatula.

The ordinance was brought before the Planning and Zoning Board on April 28, 2022 who recommended unanimously for Council to approve. Public hearing notice for the ordinance was advertised on May 2, 2022.

Mr. Green went over the details of the project and the concurrency review. He stated that the Anticipated Daily Demand was based on Maximum Density Allowed and it would depend on what was built. This project is less than fifty acres so as a small-scale comprehensive plan amendment, it would not have to be submitted to the state for approval.

The Mayor opened public comment, there being none, closed it and asked for a motion to read by title only. Vice-Mayor Cross made the motion; seconded by Councilman Teeters and unanimously approved. Mayor Mack read the title and requested a motion to adopt the ordinance.

MOTION by Vice-Mayor Cross to approve Ordinance 2022-11 and send to second reading; SECONDED by Councilman Teeters.

A Roll Call vote was taken.

Cross **YES**
Sikkema **YES**
Teeters **YES**
Mack **YES**

MOTION CARRIED 4-0

REZONING THE EXISTING AGRICULTURE ZONING TO HEAVY INDUSTRIAL (I-2) FOR THE PROPERTY LOCATED EAST OF CR 561 AND SOUTH OF BATES LANE (MACK CONCRETE) IN ASTATULA.

FIRST READING OF ORDINANCE 2022-12

AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE TOWN OF ASTATULA, FLORIDA, BY AMENDING THE EXISTING AGRICULTURE ZONING TO HEAVY INDUSTRIAL (I-2) FOR THE PROPERTY LOCATED EAST OF CR 561 AND SOUTH OF BATES LANE IN ASTATULA, FLORIDA CONSISTING OF APPROXIMATELY 27 ACRES, AS MORE PARTICULARLY DESCRIBED HEREIN; FINDING CONFORMITY WITH STATE STATUTES AND THE COMPREHENSIVE PLAN OF THE TOWN OF ASTATULA, FLORIDA; PROVIDING FOR CONFLICT; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Green Consulting Group, Inc. (GCG) has conducted the Rezoning review for the proposed TAO Astatula, LLC (Mack Concrete) project. The property is approximately 27+/- acres and is zoned Agriculture. The project is located east of CR 561 and south of Bates Lane. Mr. Green went over the project and the differences between I-1 and I-2. The ordinance was brought before the Planning and Zoning Board on April 28, 2022 who recommended unanimously for Council to approve.

The Mayor opened public comment, there being none, closed it and asked for a motion to read by title only. Vice-Mayor Cross made the motion; seconded by Councilman Teeters and unanimously approved. Mayor Mack read the title and requested a motion to adopt the ordinance.

MOTION by Vice-Mayor Cross to approve Ordinance 2022-12 and send to second reading; SECONDED by Councilwoman Sikkema.

A Roll Call vote was taken.

Cross **YES**
Sikkema **YES**
Teeters **YES**
Mack **YES**

MOTION CARRIED 4-0

NEW BUSINESS

DISCUSSION AND APPROVAL OF RESOLUTION 2022-13, AMENDMENT TO THE 2021-22 BUDGET.

RESOLUTION 2022-13

A RESOLUTION OF THE TOWN OF ASTATULA, LAKE COUNTY, FLORIDA, AUTHORIZING BUDGET AMENDMENTS FOR THE TOWN OF ASTATULA FOR FISCAL YEAR 2021-2022.

Clerk Wells stated that a budget amendment is required to bring the budget in line with expenditures incurred as of March 31, 2022 (6 months) and going forward to the end of the fiscal year. The following amendments are necessary and are funded from the settlement revenue from the sale of 13128 New York Avenue.

General Fund:

369.300	Settlements (Sale of New York)	Increase Revenues	\$64,500.00
514.312	Legal Counsel Fees	Increase Expenditures	\$20,000.00
515.312	Planning & Zoning Review	Increase Expenditures	\$ 4,000.00
515.313	Town Planning Services	Increase Expenditures	\$ 2,000.00
515.315	Operating Expenses – Other	Increase Expenditures	\$ 1,000.00
521.462	Repairs & Maintenance - Vehicles	Increase Expenditures	\$15,000.00
521.523	Fuel	Increase Expenditures	\$12,000.00
539.630	Capital Outlay (Fiber Grant Advert)	Increase Expenditures	\$ 1,500.00
572.630	Capital Outlay – Infrastructure (Fence in Swaffar Park & Community Center Lobby Upgrade)	Increase Expenditures	\$ 9,000.00

The Mayor opened public comment, there being none, closed it and asked for a motion to read by title only. Vice-Mayor Cross made the motion; seconded by Councilman Teeters and unanimously approved. Mayor Mack read the title and requested a motion to approve the resolution.

MOTION by Vice-Mayor Cross to approve Resolution 2022-13; SECONDED by Councilwoman Sikkema.

A Roll Call vote was taken.

Cross YES

Sikkema YES

Teeters YES

Mack YES

MOTION CARRIED 4-0

APPROVAL OF THE 2020-21 AUDIT AS PRESENTED BY ZACH CHALIFOUR FROM JAMES MOORE AT THE APRIL 11, 2022 REGULAR COUNCIL MEETING.

Mayor Mack stated that from the last meeting when Zach Chalifour presented the audit, that he had not requested formal acceptance by council for it to be transmitted to the state. He asked for a motion to approve.

MOTION by Councilman Teeters to approve the 2020-2021 audit as presented at the April council meeting; SECONDED by Councilwoman Sikkema.

A Roll Call vote was taken.

Cross YES

Sikkema YES

Teeters YES

Mack YES

MOTION CARRIED 4-0

APPOINTMENT OF MEMBERS KAREN SMITH, SEAN DONNELLY, THERESA LABREE AND LEIGH ANN PFLUGH TO THE CITIZENS ADVISORY TASK FORCE AND MARJORIE BOYD AS CHAIRMAN.

As part of the CDBG grant application process, it is necessary for the town to have a Citizens Advisory Task Force, which acts in an advisory capacity for Community Development Block Grants (CDBG) grants, similar to the Planning and Zoning Board. It must comprise of a minimum of five members of which three has to fall into the Low to Moderate income bracket (LMI). The current Planning & Zoning Board members have agreed to serve on this task force and the Mayor asked for a motion to appoint them.

MOTION by Vice-Mayor Cross to appoint the members to the Citizens Advisory Task Force; SECONDED by Councilwoman Sikkema

For: Cross, Sikkema, Mack

Against: Teeters

MOTION CARRIED 3-1

CONSIDERATION AND APPROVAL TO SEND LETTER OF RECOMMENDATION FOR LAKE COUNTY COMMISSIONER SMITH'S DANGEROUS USE OF RIGHT OF WAY ORDINANCE.

County Commissioner Kirby Smith is championing a Countywide ordinance prohibiting the physical interaction between a pedestrian and an occupant of a motor vehicle that is not legally parked (in a travel lane).

The purpose of the Ordinance is to prohibit activities that interfere with the purpose of public roads and rights-of-way, including prohibiting activities which cause distractions to motorists, unsafe pedestrian movement within travel lanes, sudden stoppage or slowdown of traffic, rapidly changing and dangerous traffic movement, increased vehicular accidents, and pedestrian and motorist injuries and fatalities.

This item was discussed at length. Council expressed concerns about the legality and enforcement of the ordinance and no action was taken.

DISCUSSION AND APPROVAL TO ENGAGE NEW LEGAL COUNSEL TO RECOVER LOSS ON 2018 FORD EXPLORER ENGINE ISSUE.

The issues with this vehicle were discussed at length. Chief Hoagland stated that he thought there was a case with the extended warranty that is not being honored and it was a matter of which attorney would be best suited to represent the town. The Mayor said that he wanted a consultation with the attorney that has been recommended and made a motion to move forward.

**MOTION by Mayor Mack to consult new legal counsel; SECONDED by Vice-Mayor Cross
For: Cross, Sikkema, Teeters, Mack
MOTION CARRIED 4-0**

COUNCIL VACANCY

This item was added to the agenda at the request of Councilman Teeters. He stated that, without naming her, that Councilwoman Issartel had been absent for the last three council meetings and cited Section 2 of the charter of the town, "Vacancies; forfeiture of office; filling of vacancies". Under the section "Forfeiture of Office, the Mayor or a Council Member shall forfeit the office if the member fails to attend 3 consecutive regularly scheduled Council meetings without Council approval".

He said that he felt that council move forward to remove her from the board. Vice-Mayor Cross asked whether she had been paid her stipend during the absence. Clerk Wells responded that she had not been paid for the previous month but had been paid the month before. He added that a check was drawn for this meeting as she was expected to be present.

She had driven from the east coast to attend the meeting even though she was sick. She sent the clerk a text to say that she was not feeling well and may have come into contact with someone who had COVID and asked what she should do. The text was forwarded to the Mayor and after discussion with the clerk, it was recommended to her that she did not attend the meeting. It would be up to council if this was regarded as being an authorized absence.

Councilwoman Sikkema stated that she would not have wanted her at the meeting if she was sick. She added that given that she drove specifically for the meeting and that the recommendation from the Mayor was that she should not attend would constitute an approved absence. The clerk gave a background of the service that Ms. Issartel had given over the past two years and that she had twice been appointed to council because nobody would run for the vacant office.

Vice-Mayor Cross stated that it was not an agenda item that could be voted on as the public had not been notified and was therefore for discussion only. The Mayor said that the provision in the charter had never been tested and that there was no policy to determine whether an absence is approved or not. No action was taken at this time.

BUDGET AND FINANCE REPORT REVIEW

Clerk Wells went over the finance report for March which included the budget amendment approved earlier and the Local Option Gas Tax which was received the day of the meeting. General Fund revenue is \$86,427 over budget which included \$106,250 for the sale of New York Avenue. The Budget amendment totaled \$64,500 leaving a net gain of \$41,700. GF expenditures showed all departments within budget and totaled \$38,491 under budget.

Transportation Fund revenues were \$4,217 over budget and expenditures \$3,894 below budget giving a combined gain of \$8,110. Infrastructure revenues were \$5,937 over budget and expenditure was \$3,906 under budget, giving a combined gain of \$9,843. The Infrastructure fund currently owes the General Fund \$15,000.

Enterprise fund revenue was down by \$36,955 because of the new subdivision connections being delayed. Expenditures were \$2,078 below budget with hook-up fees of \$55,790 being moved to assets. Total assets for the new well, pipe and hook-ups total \$635,588. As of the meeting date, the Enterprise fund owed the General Fund \$80,000.

The total balance of debt owed by the town is \$28,647 for the leases on two police cars and \$15,000 (owed to the GF) for the community building loan repayment. Both will be repaid in the next three months. The expected revenue from Discretionary Surtax is \$75,000 before the end of the financial year.

The Bank balances on March 31, 2022 are shown below.

General Fund:	559,823.37
Impact Fees:	60,325.25
Transportation Fund:	56,322.91
Infrastructure Fund:	1,619.30
Enterprise Fund:	5,560.23
Cash Drawer:	150.00

The clerk went on to provide council a spreadsheet showing the proceeds and expenditures for the sale of 13128 New York Avenue from a code enforcement foreclosure.

COUNCIL DEPARTMENT & COMMITTEE LIAISON REPORT

Finance – Councilman Cross – Discussed the next steps for the implementation of fiber now that the grant has been awarded.

Public Works – Mayor Mack – NONE

Public Safety/Code Enforcement – Councilwoman Sikkema - NONE

Office – LDR’s, Ordinances, Legal, Grants – Councilman Teeters – Stated that he was not being consulted on the items that he is the liaison for. He cited as examples, the formation of the Citizens Advisory Task Force and the planning meeting that had taken place with a potential developer, the Mayor, and the Clerk. The Mayor responded that initial meetings were the responsibility of the Mayor as head of the town and that CATF members were historically taken from the planning and zoning members.

Economic Development – Councilwoman Issartel – ABSENT

REVIEW

- a. Items for Workshops and possible dates – NONE
- b. Items put forward for the next Council meeting - NONE
- c. Review of items needing Special Meetings and possible dates – NONE

STAFF REPORTS

Town Attorney - Heather Ramos - ABSENT

Police Department - Chief Hoagland - Gave a report on the calls for service.

Town Clerk - Graham Wells - NONE

Public Works - Wally Hoagland - NONE

COUNCIL MEMBER MISCELLANEOUS COMMENTS

ADJOURNMENT

There being no further business the Mayor adjourned the meeting at 9:05pm.

Respectfully submitted,



Mitchell Mack, Mayor

ATTEST:



Graham Wells, Town Clerk

