

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



**REGULAR SESSION
MONDAY JUNE 13, 2022
TOWN HALL**

Having been duly advertised as required by law, Mayor Mack called the Regular Session meeting to order at 6.31pm. He gave the invocation and led the Pledge of Allegiance.

Members Present:

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

Staff Present:

Graham Wells, Town Clerk
Wally Hoagland, Police Chief
Melissa Fox, Fred Fox Enterprises

Roll Call was performed, and it was determined that a quorum was present. The Mayor welcomed Skip McCall from GFL, and Mellissa Fox from Fred Fox Enterprises, Inc. There were approximately thirteen citizens present from within and outside the city limits.

CITIZENS QUESTIONS AND COMMENT

Mr. Banks Helfrich - 9100 Sams Lake Rd. Clermont, 34711 introduced himself as the Lake County Soil Water Conservation District Chairperson and gave an overview of what the conservation district did and how it was funded.

AGENDA REVIEW

There were no additions or amendments.

MEETING MINUTES

Approval of Minutes for May 9, 2022 Regular Council Meeting.
Approval of Minutes for May 31, 2022 Special Council Meeting.
Approval of Minutes for May 31, 2022 Council Workshop.

MOTION by Councilwoman Sikkema to approve the minutes shown above; SECONDED by Vice-Mayor Cross

For: Cross, Sikkema, Teeters, Issartel, Mack

MOTION CARRIED 5-0

SECOND PUBLIC HEARING FOR 2021-2022 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION

Melissa Fox from Fred Fox Enterprises, Inc., the Towns current Community Development Block Grant Administrator, went over the project to be submitted. The town could apply for a maximum grant of \$700,000 with a \$50,000 match from the town.

The town is proposing to upgrade the existing water plant to include a 250,000-gallon ground storage tank and a high service pumping station. The goal of the project is to provide two (2) hours of water storage for firefighting at a flow of 2,000 gallons per minute (gpm). This level of protection will allow the town to meet the fire flow requirements described in NFPA 1 2020 FFPC, 7th edition (Chapter 18.4 Fire Flow Requirements for Buildings) for the anticipated types of commercial and residential buildings that are and will be located within the town limits.

The high service pumping station will have two (2) pumps each rated to supply 1,000 gpm and two (2) smaller pumps each rated to supply 250 gpm. The system is operated based on maintaining the pressure in the water distribution system between 40 to 60 psi. A 10,000- gallon hydropneumatic tank is provided to maintain the system pressure between pump starts and to alleviate water hammer issues. It is essential for the proper operation of the pumping station. Ancillary equipment is required by FDEP rules and include flow meters for each discharge pipeline leaving the site and water quality monitoring equipment for chlorine residual.

The Mayor opened public comment on this topic only. Mr. Paul Netwall asked what the administration fee of \$56,000 was for. Ms. Fox responded that if the town wished to engage with a grant administrator to ensure that all state and federal guidelines are met and to prepare and submit the application. The administrator fee would be paid from the grant money instead of from the town's funds. The fee is a standard 8% of the grant awarded through this program.

Mr. Vic Stone stated that it was a lot of money to upgrade the fire system. The Mayor responded that the entire funding was from the grant along with the towns match from the America Recovery Act funding. There would be no taxpayer money used for this project. Mr. John Minger asked whether the money from the grant had to be used only for what the application stated. Ms. Fox said that was the case and it could not be switched to another project.

The Mayor asked for comments from the board; there being none he requested a motion of approval to proceed with the application to expand the water plant for fire control services.

MOTION by Vice-Mayor Cross to approve the project submitted; SECONDED by Councilwoman Issartel.

A Roll Call vote was taken.

Cross YES

Sikkema YES

Issartel YES

Teeters YES

Mack YES

MOTION CARRIED 5-0

RESOLUTION 2022-15 AUTHORIZING THE IMPLEMENTATION OF THE LONG-TERM AND SHORT-TERM OBJECTIVES OF THE TOWN OF ASTATULA COMMUNITY DEVELOPMENT PLAN.

A RESOLUTION OF THE TOWN OF ASTATULA AUTHORIZING THE IMPLEMENTATION OF THE LONG TERM AND SHORT-TERM OBJECTIVES OF THE TOWN OF ASTATULA COMMUNITY DEVELOPMENT PLAN

LONG TERM OBJECTIVES:

1. To improve the physical environment of the community to make it more functional, safe, and efficient and to preserve the integrity of the neighborhood.
2. To promote the public interest.
3. To inject long range considerations into the determination of short-range decisions.
4. To bring professional and technical knowledge to bear on issues concerning social, economical, or physical development.
5. To facilitate effective cooperation and coordination between all concerned with community development.
6. To identify all available resources for major opportunities and to improve the way of life for all in the community.

SHORT TERM OBJECTIVES:

1. To apply for FY 2021-22 Community Development Block Grant funds in the Neighborhood Revitalization category to upgrade the Town of Astatula's water plant for improved fire protections.
2. To explore other possible resources for the purpose of improving the way of life for all citizen's, especially those who live in deteriorated housing and neighborhoods.

Vice-Mayor Cross made a motion to read by title only, seconded by Councilman Teeters and unanimously approved. The Mayor read the title and requested a motion to approve.

MOTION by Vice-Mayor Cross to approve Resolution 2022-15; SECONDED by Councilwoman Issartel.

A Roll Call vote was taken.

Cross	YES
Sikkema	YES
Issartel	YES
Teeters	YES
Mack	YES

MOTION CARRIED 5-0

RESOLUTION 2022-16 AUTHORIZING THE \$50,000.00 MATCH FOR THE CDGB GRANT APPLICATION.

A RESOLUTION AUTHORIZING THE USE OF FIFTY THOUSAND DOLLARS (\$50,000.00) OF TOWN OF ASTATULA FUNDING AS LEVERAGE FOR THE SMALL CITIES NEIGHBORHOOD REVITALIZATION COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION THE TOWN IS SUBMITTING TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR FEDERAL FISCAL YEAR 2021-22.

The Town commits to providing a minimum of fifty thousand dollars (\$50,000.00) as leverage for a Community Development Block Grant application in the Neighborhood Revitalization category being submitted for the FY 2021-22 Application cycle. The Mayor reiterated that the funding for the match would come from the federal ARPA grant.

Vice-Mayor Cross made a motion to read by title only, seconded by Councilwoman Sikkema and unanimously approved. The Mayor read the title and requested a motion to approve.

MOTION by Vice-Mayor Cross to approve Resolution 2022-16; SECONDED by Councilman Teeters.

A Roll Call vote was taken.

Cross YES

Sikkema YES

Issartel YES

Teeters YES

Mack YES

MOTION CARRIED 5-0

RESOLUTION 2022-17 AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT.

The Town desires to submit an application to the Florida Department of Economic Opportunity for a Small Cities Community Development Block Grant to benefit persons of low and moderate income. The Town authorizes the filing of an application for a Neighborhood Revitalization Community Development Block Grant, and the Mayor is authorized to execute all documents required in connection with the filing of said application to be submitted on July 21, 2022.

Vice-Mayor Cross made a motion to read by title only, seconded by Councilman Teeters and unanimously approved. The Mayor read the title and requested a motion to approve.

MOTION by Vice-Mayor Cross to approve Resolution 2022-17; SECONDED by Councilwoman Issartel.

A Roll Call vote was taken.

Cross YES

Sikkema YES

Issartel YES

Teeters YES

Mack YES

MOTION CARRIED 5-0

NEW BUSINESS

DISCUSSION AND APPROVAL OF CPI-U RATE INCREASE FROM GFL ENVIRONMENTAL FOR SOLID WASTE DISPOSAL.

The Mayor introduced Skip McCall from Green For Life (GFL) who thanked the council for allowing him to address them.

Mr. McCall stated that the contract between GFL (formally WCA) allows for them to request an annual rate increase based on the CPI-U for the preceding 12-month period. The Agreement allows for a rate adjustment to reflect up to 70 percent (70%) of the increase in the Consumer Price Index as published by the U.S. Department of Labor for the immediate preceding 12 month period.

The CPI rate for the last 12 months is 7.1% which at 70% equates to 4.97% or 89cents per month for each property serviced. There has not been an increase in the past three years. The new rate if approved represents an increase of \$1.28 per month, per house since 2018, equivalent to 7.3% and would take effect from October 2022.

The Mayor stated that this is a two-step process, and this is approval of what GFL will charge the town and not what may or may not be charged to the homeowner. The town charges a non-ad valorem assessment to the homeowner which goes on the tax roll. He asked for comments from the board.

Councilwoman Issartel said that inflation was as high as 8% percent and rising, that all companies' costs had gone up and were paying drivers a lot more money to come to work. She felt that as they had not had an increase for three years that the 4.97% increase was justified. Councilman Teeters said that the costs for the citizens had also gone up during the same pandemic, the difference being that GFL had 1.4 billion dollars in their bank and were now gouging.

Mr. McCall responded that they were not a not-for-profit company and that if they do not make a profit, then they would be out of business and not be able to serve the town. He added that much of the revenues and profits came from other areas of the company's business and not from hauling waste. Their costs had also gone up hugely with increases in the cost of fuel, tires, wages, and sign on bonuses just to get people to come to work.

Vice-Mayor Cross stated that the increase since 2018 was only 7.3% and 2.7% since the contract rate in 2014. He added that the CPI rate of 7.1% that they were using was out of date and was in fact higher and would likely go higher. On this basis he would make a motion to accept the 4.97% rate increase requested.

MOTION by Vice-Mayor Cross to approve the solid waste rate increase for GFL; SECONDED by Councilwoman Sikkema.

A Roll Call vote was taken.

Cross	YES
Sikkema	YES
Issartel	YES
Teeters	NO
Mack	YES

MOTION CARRIED 4-1

DISCUSSION AND APPROVAL TO ADD THE SOLID WASTE RATE INCREASE TO GO ONTO THE TRIM.

The Mayor said that this was to decide if the increase from GFL should be passed onto the homeowners. Vice-Mayor Cross said that the homeowner would pay the increase in one of two ways, either through direct taxation or from the solid waste assessment. He would rather it be a separate fee so that people know the cost of the service that was being provided. Councilwoman Sikkema agreed with him.

Clerk Wells said that there are costs associated with having the assessment on the tax roll. The tax collector takes 2% or \$4.82 per household for collecting the assessment, and the town also pays a fee to an agency to produce the file to send to the tax collector. Following discussion from the residents and the board, Vice-Mayor Cross made a motion to add the solid waste to the TRIM. Councilwoman Sikkema asked if this was the final decision as the TRIM was not approved until September.

Clerk Wells explained that if an affirmative vote was taken tonight, a public hearing would be advertised on the TRIM notice which goes out in August for a hearing in September where the public would be able to voice their opinions. The final decision would be taken at that meeting. Councilwoman Sikkema stated that we would not know whether we can absorb the increase or not until the budget for 2022-2023 has been discussed.

The Mayor Stated that if the increase is not approved, then our hands are tied as the increase will not be noticed on the TRIM and subsequently would not be put on the tax roll. Clerk Wells added that the cost to absorb the increase would be \$7,800. With all the other increases anticipated this year, the town may not be able to balance the budget in September and if the decision tonight is to not pass the cost on, it cannot be put back at a later date.

MOTION by Vice-Mayor Cross to add the solid waste increase to the TRIM; SECONDED by Councilwoman Issartel.

A Roll Call vote was taken.

Cross	YES
Sikkema	YES
Issartel	YES
Teeters	NO
Mack	YES

MOTION CARRIED 4-1

FIRST READING OF ORDINANCE 2022-10 RIGHT-OF-WAY USE RESTRICTIONS AND REQUIREMENTS.

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF ASTATULA, FLORIDA, PERTAINING TO THE USE OF TOWN RIGHTS-OF-WAY; ADDING A NEW CHAPTER 32 TO THE TOWN'S CODE OF ORDINANCES TO BE TITLED "RIGHTS-OF-WAY"; PROVIDING DEFINITIONS AND REQUIRING PERMITS FOR CERTAIN CONSTRUCTION ACTIVITIES PERFORMED IN TOWN RIGHTS-OF-WAY; PROVIDING FOR SEVERABILITY, CODIFICATION AND AN EFFECTIVE DATE.

The Town of Astatula has never formally adopted an ordinance regulating the use of Town Right-of-way. The Town currently requires businesses and citizens wishing to occupy or conduct work in the Town Right-of-way to make a formal request for a right-of-way use permit.

The application is reviewed by the Town officials for conformance with adopted and accepted procedures, standards, criteria and the Town's Code of Ordinances. This ordinance now codifies the requirements for obtaining a right-of-way use permit.

Vice-Mayor Cross made a motion to read Ordinance 2022-10 by title only, seconded by Councilwoman Issartel and unanimously approved. The Mayor read the title and requested a motion to approve.

MOTION by Vice-Mayor Cross to approve Ordinance 2022-10 and send to second reading; SECONDED by Councilwoman Sikkema.

A Roll Call vote was taken.

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

MOTION CARRIED 5-0

DISCUSSION AND APPROVAL OF THE CONTRACT WITH THE LAKE COUNTY SCHOOL BOARD FOR THE PROVISION OF A SCHOOL RESOURCE OFFICER FOR 2022-23.

For the past four years the Town has provided a School Resource Officer at the Astatula Elementary School. This contract renews the agreement for the 2022-2023 school year at a new rate of \$64,397 which represents an increase of \$12,812.00 over last year.

MOTION by Councilman Teeters for approval of the contract with the Lake County School board for the provision of a school resource officer for 2022-23; SECONDED by Councilwoman Issartel.

A Roll Call vote was taken.

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

MOTION CARRIED 5-0

DISCUSSION AND APPROVAL OF THE ARPA REPORTING AND COMPLIANCE CONSULTING ENGAGEMENT LETTER WITH JAMES MOORE.

At the April 11, 2022 regular council meeting, the auditor discussed the process for reporting the ARPA funding and the importance of making sure that it was done correctly. James Moore had devised a program to do the reporting on behalf of the town to ensure that it remained in compliance and would not forfeit any funding.

The one-off cost to cover the entire program is \$4,900.00. Council approved the funding, and this is the agreement for their services which has been reviewed by the town's attorney.

Councilman Cross wanted clarification on the elective add-on services in the contract, Project Accounting & Reporting – Accounting & Final Report \$7,500 and Project Accounting & Reporting – Interim Report \$2,000 each.

Clerk Wells said that he had spoken to Zach Chalifour at James Moore about these charges. The agreement is a one fits all and applies to large cities as well as small towns. If a large city wants and can afford interim and final reports, then they are available at a fee. The Clerk clarified that the \$4,900 that was approved in April was for the whole of the reporting period for the \$1,044,000 awarded to the town and there would be no additional fees required.

MOTION by Vice-Mayor Cross to authorize the Mayor to sign the ARPA engagement letter with James Moore at a total cost \$4,900.00; SECONDED by Councilwoman Issartel.

A Roll Call vote was taken.

Cross YES

Sikkema YES

Issartel YES

Teeters YES

Mack YES

MOTION CARRIED 5-0

REVIEW AND APPROVAL OF THE INCREASE IN HEALTH INSURANCE COSTS AND PROPOSAL FROM THE POLICE CHIEF TO ADD A THIRD PLAN TO THE GROUP.

After discussion, the Mayor made a motion to table this agenda item to Tuesday June 21, 2022 at 6:30 pm, seconded by Vice-Mayor Cross and unanimously approved.

BUDGET AND FINANCE REPORT REVIEW

Due to time constraints, a full report was not given and there were no questions on the finance report provided ed to the council.

The Bank balances on April 30, 2022 are shown below.

General Fund:	599,965.60
Impact Fees:	61,282.25
Transportation Fund:	65,245.09
Infrastructure Fund:	16,211.15
Enterprise Fund:	5,037.56
Cash Drawer:	150.00

COUNCIL DEPARTMENT & COMMITTEE LIAISON REPORT

Finance – Councilman Cross – Gave an update on the progress for the implementation of fiber.

Public Works – Mayor Mack – Gave an update on some prospective paving and water sampling.

Public Safety/Code Enforcement – Councilwoman Sikkema - NONE

Office – LDR’s, Ordinances, Legal, Grants – Councilman Teeters – NONE

Economic Development – Councilwoman Issartel – NONE

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 – Stated that he had promoted Sgt. Brown to Lieutenant. They are working on several code enforcement cases including the pallet company.

Town Clerk – Graham Wells – NONE

Public Works – Wally Hoagland – Mowing is taking place and a new flagpole had been installed at the cemetery.

COUNCIL MEMBER MISCELLANEOUS COMMENTS

ADJOURNMENT

There being no further business the Mayor adjourned the meeting at 8:57pm.

Respectfully submitted,



Mitchell Mack, Mayor

ATTEST:



Graham Wells, Town Clerk