

TOWN OF ASTATULA

Regular Council Meeting Agenda

Tuesday December 12, 2023 - 6:30 PM

TOWN HALL

Town Council Members

Mitchell Mack - Mayor
Stephen Cross – Vice-Mayor
Orita Issartel
Zane Teeters
Jeanne Quiros

Town Staff

Graham Wells, Town Clerk & Finance Officer
Wally Hoagland, Police Chief
Tom Harowski, Interim Town Planner
Heather Ramos, Town Attorney

Call to Order

Invocation & Pledge of Allegiance

Roll Call

Confirmation of Meeting Notification and acknowledgement of Quorum

Welcome and Introduction of Guests

A. CITIZENS QUESTIONS AND COMMENT

CITIZEN QUESTION AND COMMENT PERIOD

At this point in the meeting the Town Council will hear questions, comments, and concerns from the citizens. If the issue raised is not on today's agenda, action will not be taken by the Council at this meeting. Questions may be answered by staff or referred for appropriate staff action. If further action is necessary, the item may be placed on a future Board agenda. Zoning and code enforcement matters cannot be discussed during the public comment period. Procurement matters not scheduled to be heard by the Council today also cannot be discussed during the public comment period. Public comment may be limited 3 minutes.

B. AGENDA REVIEW

C. MINUTE APPROVAL

1. Approval of Minutes for August 2, 2023 Budget Workshop Meeting.
2. Approval of Minutes for August 21, 2023 Budget Workshop Meeting.
3. Approval of Minutes for September 12, 2023 Regular Council Meeting.
4. Approval of Minutes for October 10, 2023 Regular Council Meeting.
5. Approval of Minutes for October 19, 2023 Council Workshop
6. Approval of Minutes for November 14, 2023 Regular Council Meeting.

D. STAFF REPORTS

Town Attorney – Heather Ramos
Police Department – Chief Hoagland
Interim Public Works Director – Chief Hoagland
Town Clerk & Finance Officer – Graham Wells

October 2023 Finance Report

E. NEW BUSINESS

1. Appointment of Kay McQueen to the Planning and Zoning Committee
2. Discussion and Approval of the contract with Fred Fox Enterprises, Inc for Administration Services for the CDBG grant #23DB-N3, for the expansion of the water plant.

3. Discussion and Approval to adopt a policy and compliance management platform provided by Power DMS for policies and procedures.
4. Discussion and Approval of Resolution 2023-26 permitting full-time employees to elect Medicare coverage instead of insurance coverage provided by the town.
5. Discussion and Approval of quotation for design services for the Monroe Conception Design from the East Central Florida regional Planning Council.
6. Approval to ratify the hiring of Jennifer Long to the position of Clerical and Financial Assistant.
7. Approval of a holiday bonus equal to the hours normally worked for Christmas Day and New Years Day for part-time employees.

F. COUNCIL DEPARTMENT LIAISON & COMMITTEE REPORTS

Councilman Cross (Finance)
Mayor Mack (Public Works/Streets)
TBD (Public Safety/Code Enforcement)
Councilman Teeters (Legal, Grants, Land Development Regulation, Ordinances)
Councilwoman Issartel (Economic Development)

G. REVIEW

Items for Workshops and possible dates
Items for next Regular Council meeting
Items for Special Meetings and possible dates

H. COUNCIL MEMBER MICELLANEOUS COMMENTS:

I. ADJOURNMENT:

Please Note: In accordance with F.S. 286.0105; Any person who desires to appeal any decision or recommendation at this meeting will need a record of the proceedings, and that for such purpose may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based. The Town of Astatula does not prepare or provide this verbatim record.
Note: In accordance with the F.S. 286.26; Any Persons with disabilities needing assistance to participate in any of these proceedings should contact Town Hall, 25009 CR 561, Astatula FL 34705, (352) 742-1100 at least two business days in advance of the meeting.