

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



**REGULAR SESSION
TUESDAY OCTOBER 10, 2023
TOWN HALL**

Having been duly advertised as required by law, Mayor Mack called the Regular Session meeting to order at 6:37pm. He gave the invocation and led the led the Pledge of Allegiance.

Members Present:

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

Staff Present:

Graham Wells, Town Clerk
Wally Hoagland, Police Chief

Roll Call was performed, confirmation of the meeting notification was acknowledged, and it was determined that a quorum was present. As this was her final council meeting, a presentation was made to Councilwoman Sikkema of a card, engraved wine box and flowers as a thank you for her five years of service to the town.

CITIZENS QUESTIONS AND COMMENT

Mr. Banks Helphric 9100 Sams Lake Road Clermont, who is running for State House District 25 gave a short talk on Community and promoted his farm, orchard, vineyard and vegetable garden at Sams Lake Road in Clermont which is open the second Saturday of each month.

AGENDA REVIEW

There were no changes to the agenda. The Mayor Announced that only four sets of minutes from the seven on the agenda were available for approval.

MEETING MINUTES

Approval of Minutes for July 25, 2023 Budget Workshop Meeting.
Approval of Minutes for September 14, 2023 Tentative Budget Hearing.
Approval of Minutes for September 14, 2023 Solid Waste Hearing.
Approval of Minutes for September 28, 2023 Final Budget Hearing.

MOTION by Councilwoman Issartel to approve the minutes shown above; SECONDED by Councilwoman Sikkema

For: Sikkema, Issartel, Cross, Mack

Against: Teeters

MOTION CARRIED 4-1

STAFF REPORTS

Town Attorney - Heather Ramos - Absent

Chief Hoagland – announced that Officer Calhoun was to attend a Code Enforcement Magistrates meeting scheduled for October 23rd. On Public Works, he talked about the tree trimming on Florida and Madison Avenue, the paving issue in front of the businesses on Monroe and the curbing on Georgia Avenue.

He advised about the four new police vehicles and the two advisory boards that were grant funded. He was going to auction off two of the Chargers and the Chevy Impala. He also had a new \$4,000 grant for new computers for police vehicles. He reminded council of the dates for the Halloween, Thanksgiving, food distribution day and the ball drop on New Years Eve. He talked about the Emergency phone and camera for the front of Town Hall.

Town Clerk & Finance Officer - Graham Wells - NONE

BUDGET AND FINANCE REPORT REVIEW

The Clerk gave his report on the financial health of the town for all funds. He announced that the remaining \$60,000 of the loan from the General Fund had now been repaid to the Enterprise Fund. The full finance report is available on the town's website.

The Bank balances on August 31, 2023 are shown below.

General Fund:	605,493.00
Impact Fees:	145,397.47
Transportation Fund:	79,450.68
Infrastructure Fund:	122,040.47
Enterprise Fund:	25,270.71
Cash Drawer:	150.00

PUBLIC HEARING

ANNEXATION OF PROPERTY LOCATED GENERALLY SOUTH OF BATES LANE, NORTH OF CORKWOOD LANE, EAST AND WEST OF CR 561, IN ASTATULA, FLORIDA, IN ADDITION TO ADJACENT RIGHT-OF-WAY CONTAINING APPROXIMATELY 45.91ACRES. Tab6

FIRST READING OF ORDINANCE 2023-20 - AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA, AMENDING THE BOUNDARIES OF THE TOWN OF ASTATULA IN ACCORDANCE WITH THE PROCEDURE SET FORTH IN SECTION 171.044, FLORIDA STATUTES FOR PROPERTY LOCATED GENERALLY SOUTH OF BATES LANE, NORTH OF CORKWOOD LANE, EAST AND WEST OF CR 561, IN ASTATULA, FLORIDA, IN ADDITION TO ADJACENT RIGHT-OF-WAY CONTAINING APPROXIMATELY 45.91ACRES; REDEFINING THE BOUNDARY LINES OF THE TOWN TO INCLUDE THE PROPERTY; PROVIDING FOR PUBLICATION OF NOTICE OF THE PROPOSED VOLUNTARY ANNEXATION AND FOR A COPY OF THE NOTICE TO BE SENT TO THE LAKE COUNTY BOARD OF COUNTY COMMISSIONERS; FILING A COPY OF THIS ORDINANCE WITH THE LAKE COUNTY CLERK OF CIRCUIT COURT, THE LAKE COUNTY CHIEF ADMINISTRATIVE OFFICER, AND WITH THE DEPARTMENT OF STATE; PROVIDING AN EFFECTIVE DATE.

The Town has received an application for voluntary annexation of approximately 45.9 acres owned by TAO Astatula LLC, and locally known as Mack Concrete. Annexation of the subject parcels necessitates two other actions. First, is the designation of a future land use for the property by amending the future land use map, and secondly is the assignment of a zoning classification that is consistent with the proposed land use designation.

Tom Harowski, the Interim Town Planner, went over the details of his report provided to council which gave an analysis of the three required actions to complete the Town's review of the application.

The Mayor asked for a motion to read the ordinance by title only. Motion was made by Councilwoman Sikkema; seconded by Councilwoman Issartel and unanimously approved. The Mayor read the ordinance title. He opened for public comment, Michael Hopper asked whether this would add to the town's tax base and the Mayor responded that it would bring in a significant amount of ad valorem tax. There being no further questions he closed public comment and requested questions from the board or a motion to approve.

Motion by Vice-Mayor Cross to approve Ordinance 2023-20 and send to second reading; SECONDED by Councilwoman Issartel

A roll call vote was taken.

Cross	YES
Sikkema	YES
Issartel	YES
Teeters	YES
Mack	YES

MOTION CARRIED 5-0

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

FIRST READING OF ORDINANCE 2023-21 - 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 GENERALLY SOUTH OF BATES LANE, NORTH OF CORKWOOD LANE AND EAST AND WEST OF CR 561, IN ASTATULA, FLORIDA, CONSISTING OF APPROXIMATELY 45.91 ACRES FROM LAKE COUNTY HEAVY INDUSTRIAL LAND USE AND RURAL TRANSITION LAND USE TO TOWN OF ASTATULA INDUSTRIAL; FINDING CONFORMITY WITH STATE STATUTES AND THE COMPREHENSIVE PLAN OF THE TOWN OF ASTATULA, FLORIDA; PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

The Mayor asked for a motion to read the ordinance by title only. Motion was made by Councilwoman Issartel; seconded by Councilwoman Sikkema and unanimously approved. The Mayor read the ordinance title. He opened for public comment, there being none, he closed public comment and requested questions from the board or a motion to approve. Vice-Mayor Cross asked if this ordinance had to go to the state; the answer was yes after adoption. Councilman Teeters asked for clarification between the zoning categories of Industrial and Heavy Industrial. One applies to the current zoning and the other to Future Land Use zoning.

Motion by Vice-Mayor Cross to approve Ordinance 2023-21 and send to second reading; SECONDED by Councilwoman Issartel

A roll call vote was taken.

Cross YES
Sikkema YES
Issartel YES
Teeters YES
Mack YES

MOTION CARRIED 5-0

REZONING OF PROPERTY LOCATED GENERALLY SOUTH OF BATES LANE, NORTH OF CORKWOOD LANE, EAST AND WEST OF CR 561, IN ASTATULA, FLORIDA, AND CONSISTING OF APPROXIMATELY 45.91 ACRES FROM THE EXISTING LAKE COUNTY AGRICULTURAL, PLANNED INDUSTRIAL AND HEAVY MANUFACTURING DISTRICT ZONING TO THE TOWN OF ASTATULA HEAVY INDUSTRIAL (I-2).

FIRST READING OF ORDINANCE 2023-22 - AN ORDINANCE OF THE TOWN OF ASTATULA, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE TOWN OF ASTATULA, FLORIDA, BY AMENDING THE EXISTING LAKE COUNTY AGRICULTURAL, PLANNED INDUSTRIAL AND HEAVY MANUFACTURING DISTRICT ZONING TO THE TOWN OF ASTATULA HEAVY INDUSTRIAL (I-2) FOR PROPERTY LOCATED GENERALLY SOUTH OF BATES LANE, NORTH OF CORKWOOD LANE, EAST AND WEST OF CR 561, IN ASTATULA, FLORIDA, AND CONSISTING OF APPROXIMATELY 45.91 ACRES; FINDING CONFORMITY WITH STATE STATUTES AND THE COMPREHENSIVE PLAN OF THE TOWN OF ASTATULA, FLORIDA; PROVIDING FOR CONFLICT; PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

The Mayor asked for a motion to read the ordinance by title only. Motion was made by Councilwoman Sikkema; seconded by Councilwoman Issartel and unanimously approved. The Mayor read the ordinance title. He opened for public comment, there being none, he closed public comment and requested questions from the board or a motion to approve. Vice-Mayor Cross asked if there was anything currently on the property that would create a non-confirming use. This was unknown but the Mayor responded that as this zoning was the town's most extensive use, he doubted that there would be.

Motion by Vice-Mayor Cross to approve Ordinance 2023-22 and send to second reading; 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 THE PROFESSIONAL SERVICES AGREEMENT WITH TMH CONSULTING, INC TO PROVIDE TEMPORARY PLANNING SERVICES.

This agreement is to provide planning support for the Town in meeting its planning and zoning needs until a permanent solution for the Town's planning consultant's absence can be resolved.

The Mayor wished Tim Green a speedy recovery and asked if there were any questions for Tom. There being none the mayor asked for a motion to approve.

MOTION by Vice-Mayor Cross to approve the professional services agreement with TMH Consulting, INC; 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 TO MOVE FORWARD WITH THE SCHOOL ZONE RADAR SPEED CAMERAS.

The Chief said that the attorney had some issues with the agreement which she had ironed out with Sensys. She had deleted the requirement for the Town to indemnify and hold Sensys Gatso harmless, and this deletion was rejected. As a result, it became a council decision whether this was a deciding factor or not.

A presentation was made by Sean Baptiste from Sensys Gatso USA, Inc on how the system worked and the benefits to the town. Following extensive discussion, a motion to move forward was made by Councilman Teeters. The motion did not receive a second and therefore failed. The Mayor emphasized that an Ordinance would have to be drafted to approve the project. Vice-Mayor Cross said that as he had not seen the agreement, he could not vote to accept it. Councilwoman Sikkema agreed and made a new motion.

MOTION by Councilwoman Sikkema to table the item until council had seen the agreement; SECONDED by Councilwoman Issartel.

A roll call vote was NOT taken but the individual votes are recorded below.

Cross NO - To tabling the item as he did not want to move ahead with it at all.

Sikkema YES

Issartel YES

Teeters NO

Mack YES

MOTION CARRIED 3-2

DISCUSSION ON OFFICIAL HOLIDAYS FOR PART-TIME STAFF.

This was brought up at the staff meeting for the council to consider. Councilwoman Sikkema felt that they should be paid for official holidays as Town Hall was closed and they couldn't work. She added that the pay should be pro-rated based on the number of hours that they were employed to work, as it is with vacation pay.

As there were some questions to iron out, and that this was a discussion item, the Mayor requested a straw poll be taken to see if the council wanted to move forward with this.

Council Members Sikkema, Teeters, Issartel and Mayor Mack said Aye with Vice-Mayor Cross saying Nay as he did not agree with part-time employees being paid for holidays.

DISCUSSION AND APPROVAL FOR THE PURCHASE OF VEHICLE LIFT FOR PUBLIC WORKS

The council previously rejected the purchase of the Mohawk Model LMF-12 Lift during the budget process due to the price, but the amount remained in the Infrastructure Fund budget. Alternate lifts are now being presented; AMGO Model OH10 and Challenger CL10V3 Vehicle Lifts with fiscal impact of \$6,057.00 to \$17,242.46 The AMGO lift is of Chinese Manufacture. The Mayor wanted the council to consider the alternatives. Councilwoman Sikkema asked why we needed a vehicle lift at all. She added that she had spoken to two sources who have lifts that would be suitable just for golf carts and mowers.

The Mayor said that he had tried to get a lift that was dual purpose to cover any use that may be needed, at a reasonable cost. He favored the AMGO lift and asked for a motion.

MOTION by Councilman Teeters to approve the purchase of the AMGO lift with the accessory package; SECONDED by Mayor Mack.

A roll call vote was taken.

Cross	NO
Sikkema	YES
Issartel	YES
Teeters	YES
Mack	YES

MOTION CARRIED 4-1

DISCUSSION AND APPROVAL FOR THE PURCHASE OF A ZERO TURN MOWER FOR PARKS.

This mower primarily will be used for the parks and cemetery and will be financed from Parks Impact Fees. An amount of \$14,000 was budgeted in the Infrastructure Fund, but the Surtax Oversight Committee denied it as it is not a vehicle.

Following research, the Mayor recommended the Exmark Lazer Z X-Series 60-inch zero turn lawn mower at a cost of \$13,359.00. An alternate quotation was received for a Gravely Pro Turn 600 unit which was priced at \$13,952.00.

MOTION by Councilman Teeters to approve the purchase of one Exmark Lazer Z X-Series 60-inch zero turn lawn mower at a cost of \$13,359.00 to be funded from Park Impact Fees; SECONDED by Councilwoman Issartel.

A roll call vote was taken.

Cross	NO
Sikkema	YES
Issartel	YES
Teeters	YES
Mack	YES

MOTION CARRIED 4-1

DISCUSSION AND APPROVAL TO PAY A SUPPLEMENT TO CHIEF HOAGLAND AS INTERIM PUBLIC WORKS DIRECTOR.

This had been discussed many times in the past and Councilwoman Sikkema had asked the Chief how much time he spends on Public Works in addition to his full-time hours as Police Chief. He had estimated that it was around eight hours per week and she therefore proposed adding \$200.00 per pay period to the Chief as compensation for the additional duties performed as the Interim Public Works Director.

At 8:32 pm the Mayor called a five minute recess. The meeting was resumed at 8:40 pm.

The Mayor stated that there was a proposal put forward to compensate the Chief for the position that Council had asked him to perform and requested a motion. Councilman Teeters asked how much money it would cost. The Mayor stated the figures below which were provided by the Clerk.

Supplement Pay:	\$5,200.00
FICA:	\$ 397.80
Pension Contribution:	\$1,698.44
TOTAL:	\$7,296.64

Vice-Mayor Cross said that it should be noted that in past discussions the Chief had said no to further remuneration. Councilman Teeters said that his reservation was that there was no documentation showing the additional hours that the Chief works in addition to his law enforcement responsibilities. Following further discussion, a motion was requested.

MOTION by Councilman Teeters to approve temporary supplemental pay to Chief Hoagland as interim Public Works Director at a rate of \$200 per pay period for \$5,200.00 gross and \$7,296.64 annually. He stressed that this was only temporary until a full time Public Works director was hired.; SECONDED by Councilwoman Sikkema.

A roll call vote was taken.

Cross	NO
Sikkema	YES
Issartel	YES
Teeters	YES
Mack	YES

MOTION CARRIED 4-1

DISCUSSION AND APPROVAL OF A PROPOSAL FROM THE CLERK TO BE PAID AN AMOUNT IN LIEU OF HEALTH INSURANCE TO MOVE FROM THE TOWN'S INSURANCE TO MEDICARE.

The Mayor introduced the topic and the report that the Clerk had made on the agenda cover sheet. He said that he had talked to the town's accountant, Pat, who said that they pay their eligible employees the cost of their Medicare premiums. Vice-Mayor Cross said that he put the cost of his premiums on his monthly expense report and the company paid it.

The Clerk said that more information had become available from the auditors where rather than it being paid in lieu of insurance, which is taxable, it can be expensed in certain instances where the employee was moving from a group healthcare plan and going on to Medicare.

Part A is free, Part B is deducted from the social security check and Parts C and D (medigap and prescription plans) are paid to the carrier by the employee and then reimbursed by the town. The Clerk said that it made no financial difference to him, other than the lower deductible from Medicare and that Medicare is Nationwide and gives better coverage than the Blue Cross plan. It does, however, make a substantial saving to the town of over \$14,000 per year. The medigap plan that he would go on is issue age based and will not go up with age or claims, however it can go up with inflation.

The Mayor said that the Clerk was entitled to the value of the current health (14002) insurance premium and as long as the Medicare premiums do not exceed that amount, it is a choice if the employee if they want to move. Vice-Mayor Cross stated that the policy does not just apply to the Clerk but to any employee who reaches Medicare age.

Mr. Cross made a motion that if an employee wants to elect to utilize Medicare instead of the Town insurance, and the cost of Medicare is less than the Town insurance, the Town will reimburse the employee for the cost of Medicare. This would be ratified by a Resolution from the attorney. It would also contain language that the town may at any time request documentation evidencing that the Eligible Employee has enrolled in and is paying for Medicare coverage.

There was some confusion that the policy manual stated that no monetary payment would be made if an employee waived insurance coverage, but this was not the case with transferring the town's group coverage to Medicare. Councilman Teeters did not feel that this could be voted on until the policy was put into place.

Vice-Mayor Cross said that the policy was already in place for this. The Mayor agreed and as there was already a motion on the floor he asked for a second. The motion was seconded by Councilwoman Sikkema with following roll call vote.

Cross	YES
Sikkema	YES
Issartel	YES
Teeters	NO
Mack	YES

MOTION CARRIED 4-1

The Mayor then made a motion to direct the town's HR attorney to draft a policy for Medicare for employees that reach Medicare Age. This was seconded by Councilman Teeters and unanimously approved.

COUNCIL DEPARTMENT & COMMITTEE LIAISON REPORT

Councilman Cross (Finance) - NONE

Mayor Mack (Public Works) - NONE

Councilwoman Sikkema (Public Safety/Code Enforcement) - NONE

Councilman Teeters (LDR's, Ordinances, Legal, Grants) - NONE

Councilwoman Issartel (Economic Development) - NONE

REVIEW

Items for Workshops and possible dates – Thursday 19th of October at 6:30 pm.

Discussion on Employee HR Issue

Discussion on Holiday Pay for part-time Employees

Discussion on the Agreement for the Radar Speed Cameras

Items for Next Regular Council meeting – NONE

Items for Special Meetings and possible dates – NONE

COUNCIL MEMBER MISCELLANEOUS COMMENTS

NONE

ADJOURNMENT

There being no further business, the Mayor adjourned the meeting at 9.34 pm.

Respectfully submitted,



Mitchell Mack, Mayor

ATTEST:



Graham Wells, Town Clerk

