

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



**REGULAR SESSION
TUESDAY JANUARY 16, 2024
TOWN HALL**

Having been duly advertised as required by law, Mayor Mack called this rescheduled Regular Session meeting to order at 6:30pm. He gave the invocation and led the led the Pledge of Allegiance.

Members Present:

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

Staff Present:

Graham Wells, Town Clerk
Tom Harowski, Interim Planner

Roll Call was performed, confirmation of the meeting notification was acknowledged, and it was determined that a quorum was present. The Mayor welcomed guests and recognized Interim Planner Tom Harowski, Karen Smith and Kay MacQueen from the Planning & Zoning Board.

CITIZENS QUESTIONS AND COMMENT

David Quiros 25928 Dogwood Lane, Astatula, spoke of an increase in traffic on Washington and Georgia and suggested that someone was selling Meth.

Karen Smith 13332 Orange Blossom Street, Astatula, asked the police to check on residents who live alone. The Mayor responded that there was a program in place which residents can sign up for.

AGENDA REVIEW

Councilman Teeters requested that the HR liaison position be added to the next meeting agenda.

MEETING MINUTES

1. Approval of Minutes for December 12, 2023 Regular Council Meeting.

The Mayor said that Councilwoman Quiros was not shown on the members present

Motion by Vice-Mayor Cross to approve the minutes shown above with the amendment to add Councilwoman Quiros to the members present; SECONDED by Councilwoman Issartel
For: Cross, Quiros, Issartel, Mack

Against: Teeters

MOTION CARRIED 4-1

STAFF REPORTS

Town Attorney – Heather Ramos – Absent

Chief Hoagland – Absent

Vice-Mayor Cross wanted to ask the Chief whether the generator for town hall was up and running; the Mayor responded that it was. He also asked whether the leak at the community building had been fixed. The Clerk responded that two attempts had been made to have General Caulking come and look at it. Councilman Teeter said that it needed a qualified roofing Contractor to look at it. He added that he had a guy and would get him to inspect it.

Town Clerk & Finance Officer – Graham Wells

BUDGET AND FINANCE REPORT REVIEW

The Clerk went over the finance report. The full finance report is available on the town’s website.

The Bank balances on November 30, 2023 are shown below.

| | |
|----------------------|------------|
| General Fund: | 847,988.00 |
| Impact Fees: | 175,333.22 |
| Transportation Fund: | 63,562.97 |
| Infrastructure Fund: | 134,177.56 |
| Enterprise Fund: | 22,479.79 |
| Cash Drawer: | 150.00 |

PUBLIC HEARING

DISCUSSION AND APPROVAL OF RESOLUTION 2024-02 VARIANCE APPLICATION – AK #1787831

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF ASTATULA, FLORIDA; DOCUMENTING THE VARIANCE APPROVED BY THE TOWN COUNCIL FOR LAND LOCATED AT 25750 COUNTY ROAD 561 IN THE TOWN OF ASTATULA, LAKE COUNTY PROPERTY APPRAISER PARCEL NO.: 29-20-26-1500-005-00000; PROVIDING AN EFFECTIVE DATE.

Interim Planner Tom Harowski went over the details of his report. County Materials Corporation has requested a variance from the Town’s maximum height limits for heavy industrial zoning. Section 4.9.9 4(4) of the Town’s zoning code sets the maximum allowable height for industrial buildings at 40 feet. County Materials Corporation is proposing an additional manufacturing building that requires a building height of 48 feet for a portion of the proposed structure.

County Materials have been granted a variance in the past for the height restriction for previous buildings that have been installed. The height of the new building cannot be lowered and still accommodate the gantry hoisting equipment. The Variance has been advertised in the Daily Commercial, notices have been mailed to surrounding properties and a notice posted at the property and on the towns bulletin board as required in the Land Development Regulations. The Variance was approved unanimously by the Planning and Zoning Board.

There were no questions of queries from the Board, so the Mayor asked for comments from the public. Mr. Paul Netwal of 25210 Fair Street requested that any lights attached to the outside of the new building be pointed downwards to minimize glare. There being no other comments, Vice-Mayor Cross Made a motion to read the resolution by title only, seconded by Councilwoman Issartel. The Mayor read the title and requested a motion to approve.

MOTION by Vice-Mayor Cross to approve Resolution 2024-02; SECONDED by Councilwoman Issartel.

A roll call vote was taken.

Cross YES

Quiros YES

Issartel YES

Teeters YES

Mack YES

MOTION CARRIED 5-0

NEW BUSINESS

DISCUSSION AND APPROVAL OF A MAJOR SITE PLAN APPLICATION FOR COUNTY MATERIALS CORP – AK#1787831

The applicant has submitted a site plan showing the location of the building on the parcel, an elevation plan showing the exterior building design, and a hoisting plan showing the specific manufacturing operation that demonstrates the need for the height requested. The planner went over his report and stated that the planning and zoning board had unanimously approved the site plan contingent on the following g conditions being met.

- The plan shows the proposed location for stormwater retention. The plan should be conditioned upon issuance of a stormwater permit by the Florida Department of Environmental Protection. This will ensure the proposed retention areas meet the minimum design requirements based on the engineer's calculations.
- The applicant should provide a traffic analysis identifying impacts to CR 561 based on any increase in truck traffic or other traffic expected to be generated by the expanded site activity. Given the limited impact a letter analysis should be sufficient.
- A Type C buffer is required based on the placement of I-2 zoning adjacent to Agricultural zoning. The plan shows a 30-foot buffer area which meets the Type C requirement for area, but the applicant should submit information documenting the buffer will contain the required planting. The buffer area is proposed to accommodate stormwater retention which should be acceptable given the soils types which will likely mitigate any impacts to plantings in the same area.
- Landscaping is required with the parking areas. Landscaped islands are needed at the end of parking rows and spaced no more than ten parking spaces apart.

- Under the code the applicant may submit an alternate landscaping plan for consideration by the Planning Board and approval by the Town Council.
- The applicant should apply to vacate the platted but unopened right-of-way along the north side of the project site. This platted street is wholly contained within the County Materials holdings and offers no benefit for future public use. The applicant may also wish to seek vacation of the right-of-way along the east property line.

Chris Thorne, Regional Manager from County Materials gave a brief outline of their operations both current and future and the impact of the new manufacturing on their employees and on additional traffic created. The Mayor asked him if he was comfortable with the conditions imposed by the planning and zoning board and he responded that he had no issues and many of the conditions were already being addressed. There being no comments from the board, the mayor asked for a motion to approve.

MOTION by Vice-Mayor Cross to approve the Major Site Plan Application subject to the conditions from the planning and zoning board and the lighting on the building; SECONDED by Councilwoman Issartel.

A roll call vote was taken.

Cross YES

Quiros YES

Issartel YES

Teeters YES

Mack YES

MOTION CARRIED 5-0

DISCUSSION AND APPROVAL OF A MINOR SITE PLAN APPLICATION FOR TAO ASTATULA LLC AKA MACK CONCRETE – AK #1508371

TAO Astatula LLC, locally known as Mack Concrete has applied for a minor site plan approval to construct a 75-foot x 15-foot (1,125 square feet) covering over the existing aggregate hoppers. The proposed building will be 32-feet high at the center highest point. The structure is to be a prefabricated metal covering.

The planner went over the remainder of his report and stated that the Minor Site Plan application has been approved unanimously by the Planning and Zoning Board. The Mayor asked if there was any comments from the public; there were none so he requested a motion to approve.

MOTION by Vice-Mayor Cross to approve the Minor Site Plan Application for Mack Concrete; SECONDED by Councilman Teeters.

A roll call vote was taken.

Cross YES

Quiros YES

Issartel YES

Teeters YES

Mack YES

MOTION CARRIED 5-0

DISCUSSION AND APPROVAL OF RESOLUTION 2024-01 GRANTING A LOT-SPLIT ON MASSACHUSETTS AVENUE – AK #1605938

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF ASTATULA, FLORIDA; DOCUMENTING THE LOT SPLIT APPROVED BY THE TOWN COUNCIL FOR LAND LOCATED AT MASSACHUSETTS AVENUE IN THE TOWN OF ASTATULA, LAKE COUNTY PROPERTY APPRAISER PARCEL NO.: 32-20-26-0200-024-00100; PROVIDING AN EFFECTIVE DATE.

The Town has received an application for a lot-split from Gavkee Contracting Services as agent for the property owner Alexander ID Real Estate Holding. Section 59-6.3 provides the requirements for a lot-split. The property is located at 13430 Massachusetts Avenue at the intersection with CR 561. The property is zoned R-2 Medium Density Residential District, and the proposed lots meet the minimum dimensional requirements.

The planner went over his report and stated that the Lot Split application has been approved unanimously by the Planning and Zoning Board. There being no other comments from the board, Vice-Mayor Cross Made a motion to read the resolution by title only, seconded by Councilwoman Issartel. The Mayor read the title and asked for comments from the public. There being none he requested a motion to approve.

MOTION by Vice-Mayor Cross to approve Resolution 2024-01 subject to a title opinion and recording of the resolution; SECONDED by Councilwoman Issartel.

A roll call vote was taken.

**Cross YES
Quiros YES
Issartel YES
Teeters YES
Mack YES**

MOTION CARRIED 5-0

DISCUSSION AND APPROVAL OF RESOLUTION 2024-03 BUDGET AMENDMENT.

A RESOLUTION OF THE TOWN OF ASTATULA, LAKE COUNTY, FLORIDA, AUTHORIZING BUDGET AMENDMENTS FOR THE TOWN OF ASTATULA FOR FISCAL YEAR 2023-2024.

General Fund:

| | | | |
|----------------|---|------------------------------|--------------------|
| 389.000 | Carry Forward from Prior Years | Increase Revenues | \$20,700.00 |
| 519.100 | Public Works Director Supplement | Increase Expenditures | \$ 5,200.00 |
| 519.210 | Payroll Taxes | Increase Expenditures | \$ 400.00 |
| 519.220 | Retirement Contributions | Increase Expenditures | \$ 1,700.00 |
| 519.640 | Capital Outlay – Machines & Equip | Increase Expenditures | \$13,400.00 |
| | (Purchase of Mower for Parks and Recreation funded from Impact Fees) | | |

A motion to read by title only was made by Councilwoman Quiros; seconded by Councilwoman Issartel and passed 4-1 with Councilman Teeters voting against. The mayor read the title and asked for comments from the public. There being none he requested a motion to approve.

MOTION by Councilwoman Quiros to approve Resolution 2024-03; SECONDED by Councilwoman Issartel.

A roll call vote was taken.

Cross NO
Quiros YES
Issartel YES
Teeters NO
Mack YES

MOTION CARRIED 3-2

DISCUSSION AND APPROVAL OF THE PURCHASE OF PLAYGROUND AND SPORTS EQUIPMENT UNDER A FRDAP GRANT.

This was the discussion and approval to purchase a six-bay swing set and Combination Soccer/ Football posts for reimbursement from FRDAP grant. The Mayor had provided the following information for the grant.

Title: Joe Swaffar FRDAP grant primary project elements Playground renovation and Soccer Field renovation.

History: The Town of Astatula has been previously awarded a FDEP Florida Recreation Development Assistance "FRDAP" grant in the amount of \$50,000. The amount expendable on project elements is \$42,500.

Request: Request approval of quotes for grant expenditures for each of the primary project elements outlined in the Joe Swaffar Park FRDAP grant.

Description: The first element soccer field renovation will replace existing portable soccer goals with semi-permanent soccer & football combination goals. The second element playground renovation will replace the existing six bay swing set. Included in the quotes are direct replacement and optional net swing.

The replacement of the swing set was discussed first with the different quotes and costs after which a motion was made to move forward with the Top Line Swing Set.

MOTION by Vice-Mayor Cross to approve the Top Line Quotation JLRQ5436 for \$7071.77; SECONDED by Councilwoman Quiros.

A roll call vote was taken.

Cross YES
Quiros YES
Issartel YES
Teeters YES
Mack YES

MOTION CARRIED 5-0

Vice-Mayor Cross requested that tonight's approval be put onto the purchase order by the Chief.

On the Soccer/Football goals, the Mayor recommended the Anthem quotation with the addition of sleeves to be put into the ground to make the goals semi-permanent. Councilman Teeters asked why we were developing the football field and for what purpose. He felt that the money could be better spent in other areas such as paving the parking lot.

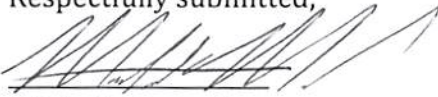
The discussion became about the dirt that was purchased back in 2022 to level the ball field which was not approved by council. Also, the personal use of the Public Works Vehicle by the Mayor and the insurance coverage was raised. As such no action was taken on selecting the goal posts.

At 8:41pm the Mayor, clearly upset by the verbal attack made on him, left the building and Vice-Mayor Cross took control of the meeting. Following a verbal altercation between Councilman Teeters and Councilwoman Issartel, she left the meeting at 8:42 pm.

ADJOURNMENT

The Vice-Mayor adjourned the meeting at 8.43 pm.

Respectfully submitted,



Mitchell Mack, Mayor

ATTEST:



Graham Wells, CMC, Town Clerk

