

**MINUTES
TOWN COUNCIL REGULAR MEETING
TUESDAY OCTOBER 4, 2016
6:00 PM**

The Town Council of Lake Hamilton held a Regular Meeting on Tuesday October 4, 2016 at 100 Smith Ave, Lake Hamilton, FL 33851.

CALL TO ORDER

Mayor Wagner called the meeting to order at 6:00 p.m.

INVOCATION

Invocation was given by Bob Howland

PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by all

ROLL CALL

Kehoe, O'Neil, Roberson and Wagner along with Deputy Clerk Margaret Freeman and Attorney Christman were present. Absent from the meeting was Councilmember Tomlinson

APPROVAL OF MINUTES

Motion Made by Kehoe and a second by O'Neill to approve the minutes of September 6, 2016, September 8, 2016 and September 13, 2016. 4-0 Motion Carried.

RECOGNITION OF CITIZENS/SPECIAL PRESENTATION

Mayor Wagner swore in the new police officer Crystal Burns.
A Proclamation was entered for the Lake Hamilton Presbyterian Church's 100 years of service.
There were no new appointments to boards or committees.

OLD BUSINESS

A PUBLIC HEARING WAS OPENED AT 6:07 PM BY MAYOR WAGNER: 2nd reading:
Ordinance 2016-06 Amending chapter 16(Regulations on Single-family detached dwellings) was read into the record by Attorney Christman

AN ORDINANCE AMENDING CHAPTER 16, LAND DEVELOPMENT CODE, ARTICLE III, LAND USE, SECTION 16-72 OFF-STREET PARKING AND LOADING AND SECTION 16-175 GENERAL REGULATIONS FOR SINGLE FAMILY DETACHED DWELLINGS OF THE CODE OF ORDINANCES OF THE TOWN OF LAKE HAMILTON, FLORIDA; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion made by Kehoe and a second by O'Neil to approve Ordinance 2016-06. Planner Leonard explained they were only moving 2 paragraphs in the ordinance. ROLL CALL Kehoe aye, O'Neil aye, Roberson aye, Wagner aye. 4-0 MOTION PASSED.

Second reading of Ordinance 2016-07, Moratorium on Building Permits for Modular Homes Project was read into the record by Attorney Christman

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, ESTABLISHING A MORATORIUM ON BUILDING PERMITS FOR MODULAR HOMES WITHIN THE TOWN OF LAKE HAMILTON; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Motion made by Kehoe and a second by Roberson to approve Ordinance 2016-07. ROLL CALL Kehoe aye, O'Neil aye, Roberson aye, Wagner aye.4-0 **MOTION PASSED.**

The Public Hearing was closed at 6:12 PM.

PROJECT AND GRANT APPLICATION UPDATES-

Steve Dutch gave an update on project and grant applications. He reported three options for the alternative projects that are required. The first option would be to take no action. Option two would be to work on 4 inch water mains and smaller which would cost roughly 4.8 Million dollars. Another option would be to replace water mains that are in need of replacing would cost roughly 2.4 million dollars. He stated that option two would not be considered because it would not enhance the water system and the third option would be the best option. Reports on the process will be ready by the end of the week. Doug stated the grant would match 55% of the project and it could potentially be higher. Nathan stated SWFMD would match the grant for looping the water lines and it would cover about 1/3 of the project cost. Mr. Dutch explained they may not hear anything about the grant application until spring of 2017.

NEW BUSINESS:

Public Hearing was opened at 6:19 PM by Mayor Wagner for the Community Development Block Grant application:

David Fox began to explain that the CATF met last week to discuss possible projects to use for the community development block grant. But stopped and advised Council that the Public hearing should begin at 6:30PM as advertised. The public hearing was CLOSED at 6:21PM and scheduled to reopen at 6:30PM.

SMART COMMUNITIES POLK

Mayor Wagner moved to item IV C. on the Agenda, Smart Communities Polk. Mayor Wagner explained they were to appoint a representative for the Town of Lake Hamilton.

Motion made by O'Neil and a second by Roberson to appoint Kehoe as the primary representative for the Town of Lake Hamilton to the Smart Communities Polk Task Force. 4-0 **MOTION PASSED.**

Motion made by Roberson and a second by Wagner to appoint O'Neill as the secondary representative for the Town of Lake Hamilton to the Smart Communities Polk Task Force. 4-0 **MOTION PASSED.**

AMENDMENT TO INSURANCE POLICY

A request from staff members to amend the insurance policies to allow for Domestic Partners to be covered under the employee supplemental insurance programs was presented. Margaret Freeman explained it was for secondary policies only and would only affect the employee payroll deduction programs though Ameritas and Colonial, there would be no cost to the town for the change, only to the employee.

Motion made by O'Neill and a 2nd by Kehoe to amend the insurance policy to allow for domestic partners on the supplemental insurance programs. 4-0 **MOTION PASSED.**

POLICE REPORT

Chief Teague announced they would be holding a Trunk or Treat for Halloween at Town Hall on October 29, 2016 from 6 to 8 PM and the prescription Pill Drop would be on Saturday October 22, 2016. He also announced that they were working on a police calendar fundraiser and if anyone was interested in donating to the cause checks could be made payable to the Town of Lake Hamilton. The next Mayor Chief Chat would be held in November.

PUBLIC HEARING was opened at 6:30 PM by Mayor Wagner for the Community Development Block Grant Application.

Fred Fox explained the reason for the public hearing was for the application to the Florida Department of Economic Opportunity for a Small Cities Community Development Block Grant that was available for the Town. The Citizens Advisory Task Force (CATF) met September 28, 2016 and discussed the needs in areas of the Town that may be eligible for CDBG funding. The CATF recommendation to the Council is for a Neighborhood Revitalization drainage project in the Lake Gordon and Marye Jayne Heights neighborhood, and unmet needs to repave three blocks of Monroe Lane and make improvements to Gunter Park, both in the J.T. Miller Subdivision in northeast Lake Hamilton.

Motion made by O'Neill and a second by Kehoe to proceed with CDBG Grant as recommended by the CATF. ROLL CALL Kehoe aye, O'Neill aye, Roberson aye, Wagner aye. 4-0 **MOTION PASSED.**

The PUBLIC HEARING WAS CLOSED AT 6: 44 PM.

A FAIR HOUSING WORKSHOP WAS OPENED AT 6:45 PM

David Fox from Fred Fox Enterprises handed out the Fair Housing Brochures and explained the details of Fair Housing. He discussed the Fair Housing Ordinance that was in place for the Town of Lake Hamilton.

The Fair Housing Workshop was closed.

TOWN ADMINISTRATOR/CLERK EVALUATION

Town Administrator/Clerk Irvine's yearly evaluations were in and discussion was made for her raise.

Motion made by Kehoe and a second by O'Neil to approve the evaluations for Irvine. ROLL CALL Kehoe aye, O'Neil aye, Roberson aye, Wagner aye. 4-0 **MOTION PASSED.**

Motion made by Kehoe and a second by O'Neil to approve Administrator Irvine's 2.5 % raise effective today 4-0 **MOTION PASSED.**

TOWN ADMINISTRATOR/CLERK'S REPORT:

COMMUNITY DEVELOPMENT: Planner Leonard stated that all the old park equipment from all three parks has been removed and the new equipment has been ordered for Sample Park. Sample Park's old picnic shelter has been demolished and removed. The plan is to replace it with a new shelter. Nathan added that the fence has been removed at Bruce Martin Park and will be replaced when the grant for that park is approved.

PUBLIC WORKS: Director Lewellen reported everything was going good and said his crew had done a good job with all their recent projects they have been working on.

CODE ENFORCEMENT: Chief Teague mentioned Code Officer Lisa Harris was present at the Chief Chat that was held the month prior and a lot of residents were interested in more enforcement around town instead of a complaint based system.

APPROVAL OF INVOICES:

Roberson questioned the \$10,000 that was spent on machinery and Lewellen informed the council that is was the side by side that they had approved for purchase previously, he also informed that he was in the process of replacing the fire hydrants and they would be replaced soon.

Motion made by Kehoe and a second by O'Neil to approve the invoices 4-0 **Motion carried.**

ATTORNEY COMMENTS: None

COUNCIL COMMENTS: None

ADJOURNMENT: Motion made by Kehoe and a second by Roberson to adjourn the meeting at 7:12 pm. 4-0 **Motion carried.**

ATTEST:


Town Administrator/Clerk – Sara Irvine


Marlene M. Wagner, Mayor