



TOWN OF LAKE HAMILTON

TOWN COUNCIL REGULAR MEETING AGENDA JANUARY 5, 2015

6:00 P.M.

The Town Council of the Town of Lake Hamilton will hold a Regular Council Meeting on Tuesday, January 5, 2015 at 6:00 PM in the Council Chambers at Town Hall, 100 Smith Avenue, Lake Hamilton, FL 33851.

CALL TO ORDER/INVOCATION/PLEDGE OF ALLEGIANCE/ROLL CALL

I. APPROVAL OF MINUTES

- A. November 4, 2014 Special Meeting
- B. November 4, 2014 Regular Meeting
- C. November 25, 2014 Special Meeting
- D. December 2, 2014 Special Meeting
- E. December 2, 2014 Regular Meeting
- F. Special Meetings of December 16, 18 and 19, 2014

II. RECOGNITION OF CITIZENS - Limited to three minutes per person. If there are more than three people to talk on one topic, please appoint a designated spokesperson.

- A. Appoint a Chair Person (per Charter)
- B. CPA Mike Brynjulfson presentation on Fiscal Year End Summary of Financial Indicators

III. OLD BUSINESS

- A. **Public Hearing** -Second Reading for Ordinance 2014-09 Scriveners error
- B. Water Interconnect preliminary cost estimate
- C. Proposed contract for NPDES Mapping and Inventory Services
- D. Councilmember Kehoe request regarding past comments at a meeting
- E. Gunter Park lights Update

IV. NEW BUSINESS

- A. Request to establish a Handicapped Parking Space on the south side of Main Street to serve the Hamilton Highlights Beauty Shop
- B. Resolution for Standing Committees per Section 15 of the Town Charter
- C. Resolution requiring reimbursement
- D. Canvass Board for January 27, 2015 Special Election

V. MAYORS REPORT

VI. POLICE REPORT

VII. COMMITTEE/STAFF REPORTS

- A. Code Enforcement
- B. Planner –
- C. Clerk -
- D. Public Works –

VIII. APPROVAL OF INVOICES/FINANCIAL REPORTS

IX. ATTORNEY COMMENTS

X. COUNCIL MEMBER COMMENTS

ADJOURNMENT

IF A PERSON DESIRES TO APPEAL ANY DECISION MADE BY THE TOWN COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT, FOR SUCH PURPOSE, AFFECTED PERSONS MAY NEED TO INSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE WHICH THE APPEALS IS TO BE BASED. (F.S. 286.26.105)



MEMORANDUM

To: Mayor Wagner and Town Council

From: Town Clerk Irvine

Date: 1/2/2015

RE: January 5, 2015 regular meeting agenda notes

RECOGNITION OF CITIZENS -

A. Appoint a Chair Person - per current Charter

B. CPA Mike Brynjulfson presentation on Fiscal Year End Summary of Financial Indicators – See enclosed

III. OLD BUSINESS

A. **Public Hearing** -Second Reading for Ordinance 2014-09 Scriveners error

B. Water Interconnect preliminary cost estimate - Preliminary estimate of the cost of constructing an interconnection between the Town's water supply on the east side of U.S.27 and the Town of Dundee.

C. Proposed contract for NPDES Mapping and Inventory Services - between the Town and Envisors, a Pennoni Associates Inc. Company to undertake the next phase of work to determine and map sub-basins and inventory all drainage and stormwater structures. Proposed amount \$17,900.

D. Councilmember Kehoe request regarding past comments at a meeting – see attached

E. Gunter Park lights Update – verbal report

IV. NEW BUSINESS

A. A. Request to establish a Handicapped Parking Space on the south side of Main Street to serve the Hamilton Highlights Beauty Shop - by painting the street and installing a proper sign.

B. Resolution for Standing Committees per Section 15 of the Town Charter

C. Resolution requiring reimbursement – requested at last meeting

D. Canvass Board for January 27, 2015 Special Election – need two council members to serve along with Attorney and Clerk. Will also be needed for municipal elections but can be different council members.

**TOWN OF LAKE HAMILTON MEETING MINUTES
TOWN COUNCIL SPECIAL MEETING
TUESDAY, NOVEMBER 4, 2014
5:30 pm**

Call To Order/Invocation/Pledge/Roll Call –Chair Harris called the special meeting to order at 5:30 pm.. Members present: O’Neill, Roberson, Kehoe, Tomlinson, Chair Harris and Mayor Wagner. Clerk Irvine and Attorney Christman were present.

Special Meeting Business:

A. Mayor’s recommendation on hiring a Sanitation Truck Driver/Public Works Maintenance fulltime employee–Mayor Wagner reported that she interviewed three candidates for the position, one declined the job. The one she hired temporarily did not clear the background check and the other one does not want to drive the truck fulltime. However, since we are in a bind again, the Mayor is recommending the Council hire Mr. James Faniel as a temporary driver.

There was discussion regarding background checks.

MOTION Kehoe/O’Neill that all future applicants must be thoroughly checked out on the application to have satisfactorily employment history, fingerprint check by FDLE, DMV record check and submit to a physical at their own expense and drug testing.

Discussion: Tomlinson stated that applicants would need a DOT physical if they are CDL. Harris suggested the attorney could research medical requirements. Recommends that town do a thorough background check before any temporary hires as well. Roberson agrees. O’Neill thought that would be a challenge with the limited amount of staff. Harris didn’t think this was a valid discussion for this special meeting. Attorney Christman agreed that it is outside the scope of hiring a sanitation employee. She recommends it be tabled to the regular meeting.

Kehoe withdrew his motion and O’Neill withdrew his second.

Mayor recommends the council hire Mr. Faniel for temporary sanitation truck driver after clearing the background check.

Roberson/O’Neill to hire Mr. Faniel for temporary employment after background check.

Discussion: Does he run a claw truck.

Motion was amended to include a wage of \$10.50 an hour.

Roberson withdrew her motion and O’Neill withdrew his second.

O’Neill/Kehoe moved to hire Mr. Faniel as a temporary employee to operate the yard waste pick-up truck at \$10.50 an hour until a permanent operator is hired based on a background check clearing.

Discussion: Tom Mace asked what happened with the previous employee Mr. Wormley. Harris reported that on the advice of the attorney the town cannot talk about it.

All voted in favor of the motion.

Motion by Kehoe/Roberson to adjourn at 5:51. Motion carried.

ATTEST:

Sara K. Irvine, Town Clerk

Chair Person Ralph N. Harris

1 LAKE HAMILTON
2 TOWN COUNCIL REGULAR MEETING MINUTES
3 TUESDAY, NOVEMBER 4, 2014
4 6:00 pm

5 The Town Council of Lake Hamilton held a regular meeting on Tuesday, November 4, 2014 at Town Hall
6 located at 100 Smith Avenue, Lake Hamilton, FL 33851.

7 **CALL TO ORDER:** Chair Harris called the regular meeting to order at 6:00 PM.

8 **Invocation/Pledge/Roll Call:** Chair Harris dispensed of the invocation and pledge as they were recited at
9 the previous meeting. Roll Call: Kehoe, O'Neill, Roberson, Tomlinson, Harris and Mayor Wagner were
10 present. Staff present included Clerk Irvine, Attorney Christman, Chief Jagniszak, Planner Leonard.

11 **Approval of Minutes – MOTION:** Kehoe/O'Neil to approve the minutes from the Regular meeting
12 September 2, 2014; Special Meeting October 1, 2014; Regular meeting October 7, 2014; and
13 Emergency Special meeting October 13, 2014.

14 **Discussion:** Mr. Richard Combee asked the council not to approve the September minutes until he can
15 get clarification on the discussion regarding his land use application. Chair Harris reported that the
16 motion is to approve the minutes which are based on the action taken at that meeting. Town
17 Attorney replied that the minutes are just a synopsis of the meeting action.
18 All voted in favor of the motion.

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21 **Recognition of Citizens:**

22 **Tom Mace** addressed the Council regarding comments made by Ruth Ann Eaddy during her
23 presentation on the Charter at the last meeting. Discussed article 17 of the present charter. Also
24 stated that according to Charter article 31 can remove mayor if she is not qualified.

25 **Bonnie Nielinger, 4700 Crump Road,** reported that she was shocked when she read the September
26 minutes about noise ordinance. Does not recommend using a decibel for measurement. Chair Harris
27 clarified the ordinance and stated it is for "reasonable person" standards. She also had a question on
28 building permits and wondered if a business owner or property owner must tell the council what
29 business will be located there before a building is issued. Planner Leonard replied, yes if the property
30 is not located in a residential area.

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32 **Old Business**

33 **Public Hearing for budget:** Clerk Irvine reported that due to a calculation error the town
34 had to repost and hold the budget hearing again. The ad valorem tax was understated in
35 the budget publication which requires a new hearing. This amount equals about \$5,000
36 more in tax revenue. Chair Harris closed the regular meeting and opened the public
37 hearing:

38 **1. Review the final budget.** Clerk Irvine reviewed the updated budget and indicated
39 that the ad valorem taxes increased from 501,814 to \$507,383, which increased the total
40 General Fund budget to \$1,172,846 and increase of \$5,569.

41 **2. Announce the Final Millage Rate** – Town Attorney Christman read the following
42 into the record: The taxing authority is the Town of Lake Hamilton; The final millage rate is
43 8.4276 mills, which is an increase to the roll-back rate of 7.9790 mills; the final millage rate
44 is a 5.622% increase over the Rolled Back Rate of 7.9790 mills.

45 **3. Adopt the final millage rate – Resolution 2014-17.** Attorney Christman read the
46 resolution title for the record, “A Resolution of the Town of Lake Hamilton, Polk County,
47 Florida, Adopting the Revised Final Levying of Ad Valorem Taxes for Fiscal Year 2014-2015
48 beginning October 1, 2014, and ending September 30, 201; And Providing for an Effective
49 Date”.

50 **MOTION: Kehoe/O’Neill to approve Resolution 2014-07. No further discussion. Roll Call**
51 **Vote: Kehoe-aye; O’Neill-aye; Roberson-aye; Tomlinson-aye; Harris-aye. Motion passed.**

52 **4. Adopt the final budget – Resolution 2014-18.** Attorney Christman read the
53 resolution title for the record, “A Resolution of the Town of Lake Hamilton, Polk County,
54 Florida, Adopting the Revised Final Budget for Fiscal Year 2014-2015 beginning October 1,
55 2014, and ending September 30, 201; And Providing for an Effective Date”.

56 **MOTION: Kehoe/Tomlinson to approve Resolution 2014-18. No further discussion. Roll call**
57 **Vote: Roll Call Vote: Kehoe-aye; Tomlinson-aye; O’Neill-aye; Roberson-aye; Harris-aye.**
58 **Motion passed.**

59 Chair Harris closed the public hearing and reconvened the regular council meeting at 6:23
60 PM.

61 **Review the proposed Capital Improvement Budget** – Clerk Irvine reported that she and
62 Planner Leonard made the requested revisions to the Capital Improvement Budget. But in
63 light of the next agenda item, she asked if the Council wanted staff to add information for
64 park light replacement. Staff will make the changes and it bring it to the December meeting
65 for approval.

66 **Gunter Park Light Quotes-** At the special meeting on October 13, 2014, a motion was made
67 “to hire ACT to replace the two polies in the Bruce Martin Park and installation of the
68 electrical pole and lighting for Gunter Park not to exceed \$15,000...”. The repair for the
69 Bruce Martin Park and new light at Gunter Park exceed that amount. Therefore, this item is
70 before the Council. Cindy Rodriquez from ACT was present to discuss the different options
71 for a light at Gunter Park.

72 Ms. Rodriquez discussed the challenges with getting the quotes for the new light, as their
73 vendors were busy with other projects. The time frame for ordering the parts is usually 2-3
74 weeks. She believes they can get the materials and have the lights in place within 3-4
75 weeks.

76 O'Neill asked Planner Leonard if the cost of the light could be included after the fact as part
77 of the grant which was recently approved for submittal. Leonard replied that can't go back
78 to use the grant money for that if any money is received.

79 **MOTION: Kehoe/O'Neill to authorize the installation of the Gunter Park light with LED**
80 **lighting for \$10,719.15.**

81 **Discussion: Kehoe noted that the town should do specifications before they get bids or**
82 **quotes for large projects. Tomlinson thought that \$10,000 seemed like a lot of money but**
83 **Florida Power (now Duke Energy) charges \$25.50 per month. All voted in favor.**

84

85 **NEW BUSINESS**

86 **Adjust FRDAP Resolution Numbers 2014-11 and 2014-12 to 2014-15 and 2014-16 – Staff**
87 **reported that they made in error in the numbering of the resolution and is requesting that**
88 **Council approve the renumbering.**

89 **MOTION: Kehoe/O'Neill to authorize the renumbering of Resolutions 2014-11 and 12 to**
90 **2014-15 and 16 in the clerk's resolution index. No discussion. All voted in favor.**

91 **Discuss the time for Special Meetings – Councilmember Roberson requested that this item**
92 **be on the agenda as she felt special meetings should only be done in the evening rather**
93 **than the morning. Kehoe stated that he understood but those grants were free money and**
94 **it was on a time frame to get the approval. He stated that in his recollection there have**
95 **only been three morning meetings since he has been on council. Chair Harris stated that if**
96 **he can make he can make it. Mayor Wagner has no problem calling special meetings in the**
97 **evening but circumstances were unique. Roberson said she spoke with others about this**
98 **grant and they had their applications completed long ago. Leonard reported that the DEP**
99 **rewrote the rules late in the session and waited until October to notify potential applicants**
100 **of the changes, hence the hurried nature.**

101 **Water Leak Adjustment Policy – Councilmember O'Neill requested this item be on the**
102 **agenda to consider offering residents a break on water bills due to water leaks. He**
103 **recommends that when a leak is discovered the property owner must show proof that the**
104 **repair was done by a plumber then staff will take the average of the three highest bills over**
105 **a six month period and bill the resident that amount to clear the balance. This would only**
106 **be allowed once in a ten year period. Clerk Irvine reported that staff is working on**
107 **updating other policies for water/utility billing and will include this as part of those**
108 **updates. O'Neill asked that this policy be implemented now as Mr. Florindino requested**
109 **his help on this matter.**

110 Chair Harris tuned the gavel over to Vice Chair Kehoe to make a motion.

111 **MOTION: Harris/O'Neill to take Florindinos three highest bills and average them out to get a payment**
112 **amount, must present staff with proof of repair and ensure by staff that it was completed. No further**
113 **discussion. All voted in favor.**

114 Chair Harris resumed chair duties.

115

116 **Request to Transfer road maintenance from County to Town –**Doug Leonard introduced Jay Jarvis,
117 Director of the Polk county Transportation Division. He asked the council if they had any interest in
118 taking over the maintenance responsibility for Water Tank Road, Kokomo Road and Hatchineha Road
119 (portions). Council felt that with the limited staff and equipment the town was not interested.

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121 **MAYORS REPORT –** Mayor Wagner reported that work at the Ball Park was almost complete. The
122 painting and equipment repairs are done but the backstops still need new wire.

123 The Mayor discussed entering into a mutual aid agreement with the Town of Dundee to hope
124 when the water treatment operator needs time off. This is coming up as he will be out on paternity
125 leave soon. Chair Harris said since we already have a contract with Haines City why not continue to use
126 them. Mayor tried to explain that the agreement with Dundee would be of no cost. She was asked to
127 contact Haines City.

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129 **Police Report –** Chief reported that all is good.

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132 **COMMITTEE/STAFF REPORTS**

133 **Code Enforcement –**Report was included in the packet. Markus Khalil addressed the council
134 regarding the lawn beautification program.

135 **Planner –** The Board of Adjustment will meet on Thursday for a variance request.

136 **Clerk –** Republic has scheduled the cleanup day for Saturday, November 8th. Please have items
137 out by 6:00 AM.

138 **Public Works –** Nathan Lewellen handed out a report of water plant related matters. He asked if
139 he could purchase new mud pumps. Council suggested he buy a Honda motor. O'Neill commented that
140 the Council made sure there was money in the budget to take care of the water plant. Harris asked
141 about used and broken inventory. Nathan stated it is a project in the works. They are inventorying and
142 taking pictures of items that might be able to sell. Tomlinson stated that a lot of items should have been
143 thrown out years ago. Harris asked about the flushing valve at Crump Road. Nathan reported the auto
144 flusher is broken and he has been doing a manual flushing and it working on the repair. Tomlinson asked
145 about the valve exerciser. Nathan reported that the town has it and paid for it but it is not operational
146 without the PTO. They are working on figuring out how to use it. Considering purchasing a tractor with
147 all that is needed rather than just a new lawnmower. Staff will look into what is needed.

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149 **APPROVAL OF INVOICES/FINANCIAL REPORTS – MOTION: O'Neill/Tomlinson to approve the invoices**
150 **and finance reports for October 2014. All voted in favor.**

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152 **ATTORNEY COMMENTS –** She gave a shout out to Brittney for translating the ballot into Spanish.
153 Attorney asked for Council direction regarding the complaint made by Chair Harris. She is unable to

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determine any specific charges from the documents submitted by Chair Harris. Roberson thought it should have been turned over to someone else. Christman stated that she needed to know how to proceed. She needs specifics and doesn't want to speculate.

COUNCIL MEMBER COMMENTS –

Kehoe: *Regarding the hiring of new employees.* MOTION: Kehoe/O'Neill that all future hires effective this date that all applicants have a background investigation with a satisfactory employment history; fingerprint by FDLE; DMV check; criminal history; if they are hired they need to provide at their own expense a medical exam to prove they can do the job they are applying for to include a drug screening.

Discussion: Tomlinson stated that the DMV only goes back three years. Nathan Lewellen stated it would be difficult for someone applying for a \$10/hour job to pay to get a physical, he suggested it be a payroll deduction. Mayor Wagner stated if they are hired the town could pay them back. Require it of only those who are offered the job, not all being considered for the position. Chief Jagniszak stated it takes about six months for a complete finger print process. Kehoe suggested we table to the discussion for a special meeting in December.

Kehoe withdrew his motion.

Roberson: Stated she would like to see the Council and town employees have a better relationship. Felt is not appropriate to share negative comments. Keep it professional.

Adjournment- MOTION: Kehoe/Harris to adjourn at 8:05 PM. All voted in favor.

Ralph N. Harris, Council Chair

ATTEST:

Town Clerk Sara K. Irvine

**TOWN OF LAKE HAMILTON MEETING MINUTES
TOWN COUNCIL SPECIAL MEETING
TUESDAY, NOVEMBER 25, 2014
5:00 pm**

Call To Order/Invocation/Pledge/Roll Call –Chair Harris called the special meeting to order at 5:00 pm. Roberson provided the invocation and Tomlinson lead the pledge. Members present: O’Neill, Roberson, Kehoe, Tomlinson, Chair Harris and Mayor Wagner. Clerk Irvine was present.

Special Meeting Business:

A. FY 2013-2014 Budget Amendment-adopt resolution-Clerk Irvine reported that she and CPA Mike have finished the process for wrapping up the year-end financial statements. She introduced CPA Mike and he provided the Council with a brief overview of the budget amendments. He stated it is basically a housekeeping item as the State Statutes require a balanced budget sixty days after the end of the fiscal year. He reviewed the Summary of year End Budget Amendments.

Chair Harris read the resolution title for the record, “Resolution 2014-19 a Resolution of the Town Council of the Town of Lake Hamilton, Florida adopting a Budget Amendment For the Town of Lake Hamilton for Fiscal Year 2013-2014; Reflecting an Amendment to Revenue Generated together with the Sources of the Revenue; Delineating an Amendment to the Expenditures by Department of Activity; Providing for conflicts, Severability and Effective Date.”

MOTION: Kehoe/Tomlinson to approve Resolution 2014-19. No discussion. Roll Call: Kehoe-aye; Tomlins-aye; O’Neill-aye; Roberson-aye; Harris-aye. Motion carried.

Adjourn: MOTION: Kehoe/O’Neill to adjourn at 5:13 PM. All voted in favor.

ATTEST:

Sara K. Irvine, Town Clerk

Chair Person Ralph N. Harris

**TOWN OF LAKE HAMILTON MEETING MINUTES
TOWN COUNCIL SPECIAL MEETING
TUESDAY, DECEMBER 2, 2014
5:30 pm**

Call To Order/Invocation/Pledge/Roll Call –Chair Harris called the special meeting to order at 5:30 pm.. Members present: O’Neill, Roberson, Kehoe, Tomlinson, Chair Harris and Mayor Wagner. Clerk Irvine and Attorney Christman were present.

Special Meeting Business: Personnel Items

1. Staffing – Sanitation Truck Driver - Mayor Wagner reported that she is recommending the Council hire Mr. Eddie Thorton for the Sanitation Truck Driver position. She was asked if she had received other applications. Mayor replied that she did receive another one but felt he was not qualified. Roberson thought the Council requested to see all the applications. Harris agreed with her comment. Mayor Wagner thought it would be fruitless since the other applicant did not have a good driving record. Being pressed as to what the concern was the Mayor reported the other applicant had several DUIs in the past. Roberson responded that not to point any fingers but it is her understanding that one of our officers that has had several DUIs that still work for the Town of Lake Hamilton. She was asked who she was referring to but would not give a name. Mayor Wagner replied that she did not know who Roberson was speaking of. Roberson stated she got the it from the Sheriff’s office. Chair Harris stated that that is not up for discussion and got the topic back on the hiring of an employee.

Mr. Eddie Thorton introduced himself to the Council. O’Neill asked him why he was looking for a new job. He replied that he wanted something closer to home. He stated he has never operated a claw truck but has worked with a boom truck. He is a jack of all trades.

Tomlinson asked him if he would be available 24/7. Mr. Thorton replied that is aware that is a requirement of the job.

Kehoe asked when he could start. The Mayor reported that Mr. Thorton wants to give a two week notice to his current employer and then take time to visit family before beginning work. He would report to work on December 29th. The Mayor will make sure trash is covered until then.

Tomlinson asked if he has backhoe experience. Mr. Thorton replied that he does but nothing current.

MOTION: Kehoe/O’Neill to hire Eddie Thorton for the Sanitation Truck Driver position for \$10.50 per hour.

**Discussion: Bob Howland, is this a PT or FT. Kehoe replied it was budgeted for FT.
All voted in favor of the motion.**

Public Works Supervisor –The mayor reported that she has received four applications for the position. One is from Maine.

MOTION: Kehoe moved to promote Mr. Lewellen.

Chair Harris asked him to wait on that motion as he would like to see the other applications. O’Neill agreed that he wants to review the other applications as well. Suggested scheduling a special meeting in January to review all the applications. The position should be an operator and director. Tomlinson asked when the job started requiring the supervisor having a water license. Irvine reported the Council approved new job descriptions in June which included that requirement. Chair Harris stated that Mr. Lewellen has not completed his probation yet.

MOTION: O'Neill/Roberson to set a special meeting for early January to interview Public Work Director's candidates. All voted in favor.

Florida Minimum Wage – Irvine reported that beginning January 1, 2015, the minimum wage increases to \$8.05 therefore; Brittney Sandovalsoto will receive a wage increase.

2. Hiring Policy – Irvine reported that she is working on the hiring policy with the input from the Council. However, she learned at some recent training that she attended that the town cannot require a pre-employment drug test of all employees. She deferred to town attorney for her opinion. Attorney Christman reported that she did research the new case and it ruled against a town for trying to conduct a pre-employment drug screen on a non "safety sensitive" position.

Adjourn: MOTION: Roberson/Tomlinson to adjourn the meeting. All voted in favor.

ATTEST:

Sara K. Irvine, Town Clerk

Chair Person Ralph N. Harris

1 LAKE HAMILTON
2 TOWN COUNCIL REGULAR MEETING MINUTES
3 TUESDAY, DECEMBER 2, 2014

4 6:00 pm

5 The Town Council of Lake Hamilton held a regular meeting on Tuesday, December 2, 2014 at Town Hall
6 located at 100 Smith Avenue, Lake Hamilton, FL 33851.

7 **CALL TO ORDER:** Chair Harris called the regular meeting to order at 6:00 PM.

8 **Invocation/Pledge/Roll Call:** Chair Harris dispensed of the invocation and pledge as proper protocol was
9 established at the previous meeting. Roll Call: Kehoe, O'Neill, Roberson, Tomlinson, Harris and Mayor
10 Wagner were present. Staff present included Clerk Irvine, Deputy Clerk Freeman, Attorney Christman,
11 Chief Jagniszak, Planner Leonard, Code Enforcement Officer Khalil, Public Works employees Lewellen
12 and Johnson.

13 **Approval of Minutes – MOTION:** O'Neill/Roberson to approve the minutes from the September 3,
14 2014 Budget Workshop; September 3, 2014 Special Meeting; September 9, 2014 Special Meeting;
15 September 16 2014 Budget Workshop; September 16, 2014 Special Meeting; October 7, 2014 Special
16 Meeting; October 31, 2014 Special Meeting. No discussion. All voted in favor of the motion.

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19 **Recognition of Citizens:** Charlotte Rubush –Representing the Lake Hamilton Woman's Club, spoke
20 about the centennial celebration in 2014. She reported that Lake Hamilton's war memorial will be the
21 benefactor money from the Club and they are hoping the dedication can take place as part of the
22 centennial celebration. She also stated the Club is selling 2015 calendars which will have historical data
23 and pictures. \$12.

24 **Bob Howland, Main Street –** Discussed his and Gail's aggravation regarding the insurance company not
25 being responsive to their needs. He stated that the claims adjuster told them not to call the Mayor
26 regarding the matter. Clerk Irvine was directed to follow up with the insurance company and inform the
27 council of the outcome.

28 **NPDES presentation by Envisors.** Doug Leonard introduced Steve Alias from Envisors who in turn
29 introduced Niomi Telete and Kris K. They provided information on the requirements of the National
30 program.

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32 **Old Business**

33 **Adopt the Capital Improvement Budget –** Clerk Irvine reported that the requested changes
34 form the last meeting have been included but suggested they may want to have staff add
35 data for the NPDES program. Council felt that can be added later and decided to move
36 forward with adopting the CIP. Attorney Christman read the title into the record,
37 "Resolution 2014-20 A resolution of the Town of Lake Hamilton, Florida Adopting a Capital
38 Improvements Program for the town of Lake Hamilton for Fiscal years 2015-2020; Providing
39 for Conflicts, Severability and an Effective Date.

41 **MOTION: Kehoe/O'Neill to adopt Resolution 2014-20. No discussion. All voted in favor.**

42 **Gunter Park Lights Update** – The Mayor provided an update. The pole will be delivered
43 Dec. 10th. There is no delivery date for fixtures. Nate and J.D. will do the utility locates and
44 mark the location for the pole.

45 **Update on Water Leak Adjustment Policy** – Clerk Irvine reported that staff is working on
46 incorporating this policy into the other changes to be made and will present an ordinance
47 with requested changes and updates at a later date. However, staff did work with Mr.
48 Florindino on adjusting his bill.

49 **NEW BUSINESS**

50 **First Reading for Ordinance 2014-09 Scriveners Error (2014-08)**- Attorney Christman read the title for
51 the record: "Ordinance 2014-09, An Ordinance of the town of Lake Hamilton, Florida: Correcting a
52 Scrivener's Error in Section 6 of Town of Lake Hamilton Ordinance 2014-08; Inserting Correct Date for
53 Replacement of Existing charter as February 1, 2015, which was inadvertently listed as February 1, 2014;
54 Providing for conflicts; and Providing for an Effective Date." She was asking for approval of the first
55 reading.

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57 **MOTION: Kehoe/Tomlinson to approve Ordinance 2014-09. No discussion. Roll Call: Kehoe-aye;**
58 **Tomlinson-aye; O'Neill-aye; Roberson-aye; Harris-aye. Motion carried.**

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60 **Health Insurance Plan review** – Bruce Davis reported that the insurance plan was being terminated and
61 the town needed to pick a new plan. He presented an option which was similar to the current plan and
62 explained the rate.

63 **MOTION: Kehoe/Roberson to choose 14052 Blue Cross Blue Shield option plan for the health**
64 **insurance for the town employees. Discussion: Clerk Irvine pointed out that the total cost shown on**
65 **the information sheet is for 11 employees. That number will increase with the hiring a new employee.**
66 **All voted in favor of the motion.**

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68 **MAYORS REPORT** – Mayor Wagner reported that the State is requiring Ethics training for all elected
69 officials and the FLC will be setting up training. She reported that Kitto's will help out with trash pick up
70 until new employee starts. She reported that the property owner where the old water tower used to sit
71 is requesting that the cement pilings be removed. The Kitto's stated they would do that project. Chair
72 Harris thought it would be good to get bids. Staff will ask for bids. The Mayor asked if there were any
73 Council who wanted to attend the Ridge League Dinner in December. The attorney was asked to draft a
74 Resolution regarding payment for dinner if a council member does not attend after indicating they
75 would.

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77 **Police Report** – Chief reported that all is good.

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80 **COMMITTEE/STAFF REPORTS**

81 **Code Enforcement** – Report was included in the packet. Markus and the Council discussed the
82 yard beautification program. O’Neill will ask some businesses if they are interested in donating gift
83 cards. Markus discussed the Lein discount and property abatement. He will review the information with
84 Attorney.

85 **Planner** – Nothing more.

86 **Clerk** – Special Election for Charter will be Tuesday, January 27th. Town hall closed for Christmas
87 on the 24th and 25th.

88 **Public Works** – Nathan Lewellen provided the council with a monthly water plant report. Unable
89 to resurface the aeration tower because there is no way to isolate the tower and only feed the water
90 into the GST. Discussion on secondary water supply. Discussion on equipment needs.

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92 **APPROVAL OF INVOICES/FINANCIAL REPORTS – MOTION: O’Neill/Kehoe to approve the invoices for**
93 **November. All voted in favor.**

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95 **ATTORNEY COMMENTS** – She asked for council guidance on the lein reduction policy. She reported that
96 other cities have such policies that allow a certain percentage by the code enforcement officer and/or
97 code board. Consensus was to have her work with Markus to draft policy.

98
99 **COUNCIL MEMBER COMMENTS –**

100 **Kehoe:** Regarding past discussion on Water Plant secondary coverage. He stated that Mutual Aid
101 Agreements do not cost anything. Mayor will get it in writing for Mutual Aid with Dundee.

102
103 **Harris:** Cleanup in the NE part of town on Saturday, December 6th and then Marye Jayne Heights on
104 January 17th.

105
106 **Adjournment- MOTION: Roberson/Kehoe to adjourn at 8:05 PM.**

107
108
109

Ralph N. Harris, Council Chair

110 ATTEST:
111
112

Town Clerk Sara K. Irvine
113

**TOWN COUNCIL
SPECIAL MEETING MINUTES**

TUESDAY, DECEMBER 16, 2014, 5:30 PM

Due to a lack of quorum the town clerk cancelled the meeting. Council in attendance were Kehoe, O'Neill and Mayor Wagner. Notice will be posted when the meeting is rescheduled.

**TOWN COUNCIL
SPECIAL MEETING MINUTES**

**THURSDAY, DECEMBER 18, 2014
BEGINNING AT 4:15 PM**

Due to call from Councilmember O'Neill before 12:00 pm, Clerk Irvine contacted the other council members to see where able to show for the meeting. Clerk Irvine determined that there would not be a quorum and cancelled the meeting at 2:30 PM. Mayor Wagner rescheduled the special meeting for Friday, December 19, 2014 at 3:00 PM.

IF A PERSON DESIRES TO APPEAL ANY DECISION MADE BY THE TOWN COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT, FOR SUCH PURPOSE, AFFECTED PERSONS MAY NEED TO INSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE WHICH THE APPEALS IS TO BE BASED. (F.S. 286.26.105)

TOWN OF LAKE HAMILTON MEETING NOTICE

**TOWN COUNCIL
SPECIAL MEETING MINUTES**

**FRIDAY, DECEMBER 19, 2014
BEGINNING AT 3:00 PM**

3:00 PM - Town Council Special Meeting:

Call To Order/Invocation/Pledge/Roll Call – Vice Chair Kehoe called the meeting to order at 3:01 PM and called on Tomlinson for the invocation and all recited the pledge. Those in attendance included: Kehoe, O'Neill, Tomlinson and Mayor Wagner. Clerk Irvine was present.

Special Meeting Business:

1. Approve cost of removal of pilings from the ground at the old Water Tank location – council was presented with three bids for this project.

MOTION: O'Neill/Tomlinson to accept the bid from Kitto Sheds and Equipment to remove four concrete pilings, pad and materials and fill and grade the area for \$6,000. Discussion: It was noted that the Kitto's are a local company and residents. All voted in favor. Motion carried.

2. Purchase of Police Car Cameras. – Clerk Irvine reported that the cost for the cameras were included with the fiscal year budget. It may require the purchase a new computer but with the discount it is still within budget. Kehoe stated that if it's in the budget and was present at the time of the budget hearings it shouldn't need to be brought to council again. O'Neill and Tomlinson concurred.

MOTION: Approve the purchase of police car cameras as budgeted with the quote form COBAN. No further discussion. All voted in favor. Motion carried.

3. Discuss authorizing December 26th as a paid employee holiday. – Kehoe stated that the State and County have given those employees that date off as a paid holiday and several other Polk County cities are following suit. He stated he would like to give Friday, January 2nd as a holiday as well, but it is not on the agenda. Tomlinson and O'Neill agreed with the sentiments.

MOTION: O'Neill/Tomlinson to authorize December 26, 2014 as a paid employee holiday this year. Discussion: All council present wanted to thank the employees and wished them Merry Christmas. All voted in favor. Motion carried.

Adjourn: MOTION by O'Neill/Tomlinson to adjourn at 3:14 PM. All voted in favor. Motion carried.

ORDINANCE 2014-09

AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA; CORRECTING A SCRIVENER’S ERROR IN SECTION 6 OF TOWN OF LAKE HAMILTON ORDINANCE 2014-08; INSERTING CORRECT DATE FOR REPLACEMENT OF EXISTING CHARTER AS FEBRUARY 1, 2015, WHICH WAS INADVERTENTLY LISTED AS FEBRUARY 1, 2014; PROVIDNG FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN OF LAKE HAMILTON, FLORIDA THAT:

1. Section 6 of Ordinance 2014-08 of the Town of Lake Hamilton is hereby corrected and readopted to read as follows (underlined language added, ~~strikethrough~~ language deleted):

SECTION 6. In the event the foregoing proposal is approved by a majority of the electors voting on the proposal, the following Charter for the Town of Lake Hamilton shall replace the existing Charter on February 1, ~~2014~~ 2015.

2. All Ordinances or parts thereof in conflict herewith are repealed to the extent of such conflict.

3. This Ordinance shall take effect immediately upon its adoption by the Town Council.

INTRODUCED on first reading this _____ day of _____, 2014.

PASSED on second reading this _____ day of _____, 20____.

TOWN OF LAKE HAMILTON, FLORIDA

Ralph N. Harris, Council Chairman

Doug Leonard

From: Steve Elias <selias@envisors.com>
Sent: Tuesday, December 30, 2014 10:34 AM
To: Doug Leonard
Cc: Ronald Leder; Roger Homann
Subject: Water Interconnect Cost - Lake Hamilton

Doug:

Per your request, we have put some initial work into developing a preliminary construction scope of work and opinion of probable costs for a water interconnect in the US 27 RW with the Town of Dundee. We have concluded the following (very preliminary):

- 1) About 310 feet of 10" piping/reducers/fittings (we recently designed and permitted with FDOT for Mr. Kitto....assumed can piggyback water line part) - \$12,000
 - 2) Underground traffic bearing vault assembly, 8" valves, flow meter, check valves, bypass, etc - \$61,000
 - 3) Contractor mobilization, misc - \$4,000; and
 - 4) Design/permitting/spec manual/bidding docs - \$9,000.
- TOTAL COST: \$86,000 (Design/construction)

Note: A) If you would like EVI to help bid and provide very limited/minimal construction support services (pay requests, shop drawings, change order, contract coordination, etc.) this would be another \$8,000 - \$10,000

B) We may be able to design a cheaper interconnect if either FDOT will let an above-grade assembly or a private easement can be obtained from Mr. Kitto (eliminate costly traffic bearing vault)

Hope this helps.

Sincerely,

STEVEN L. ELIAS, PE
SENIOR ENGINEER / DIVISION MANAGER

EVI ENVISORS
ENGINEERS | PLANNERS | SURVEYORS

A Pennoni Company

2105 DUNDEE ROAD | POST OFFICE BOX 9309 | WINTER HAVEN, FL 33883-9309
P 863-324-1112 | F 863-294-6185



ADDENDUM NO. 1 to SUPPLEMENTAL AGREEMENT NO. 14 – 02

By and Between

TOWN OF LAKE HAMILTON - And - ENVISORS, A PENNONI ASSOCIATES INC. COMPANY

Project

NPDES PERMIT MS4 MAPPING AND INVENTORY SERVICES

PROPOSAL NO. 74200607

EVI JOB NUMBER 74200607

ADDENDUM NO. 1 to SUPPLEMENTAL AGREEMENT NO. 14 – 02

By And Between

TOWN OF LAKE HAMILTON - And – ENVISORS, A PENNONI ASSOCIATES INC. COMPANY

Project

NPDES PERMIT MS4 MAPPING AND INVENTORY SERVICES

- 1.0 GENERAL:** This is Supplemental Agreement No. 14-02 to the Master Agreement between the TOWN OF LAKE HAMILTON (Town, Client, or Owner) and ENVISORS, A PENNONI ASSOCIATES INC COMPANY (Engineer or Envisors) for professional surveying and engineering services. Except as provided for herein, the provisions of the Master Agreement between the Town and Engineer shall apply to this Supplemental Agreement.
- 2.0 EMPLOYMENT:** Town hereby retains the continuing professional engineering services of Engineer, in consideration of the mutual covenants contained herein, and agree in respect to the performance of professional engineering services by Engineer and the payment for those services by Town as set forth herein.
- 3.0 PROJECT BACKGROUND AND DESCRIPTION:** On 16 November 1990 the Environmental Protection Agency (EPA) finalized National Point Discharge Elimination System (NPDES) Permit regulations for stormwater discharges into Municipal Separate Storm Sewer Systems (MS4), including Lake Hamilton's stormwater discharges into Polk County's MS4. The intent of the NPDES Permit program is to reduce stormwater pollutant loading from runoff and washing harmful pollutants into local surface waters such as streams, rivers, lakes, or coastal waters.

Stormwater permitting and water quality compliance efforts became more of a reality when Polk County was approved for its Phase 1 (incorporated place or County with population greater than 250,000) NPDES MS4 Permit # FLS000015 (Cycle 1) from EPA, which became effective on 1 March 1996 for a five (5) year period. This Permit was required by law for Polk County/Lake Hamilton to obtain authorization to discharge stormwater from their "master stormwater system". Under this Permit, Polk County was the Primary Applicant and Lake Hamilton was one of several Co-Applicants. This Permit partnership arrangement was implemented with Polk County being the lead co-permittee to help facilitate compliance, which was helpful considering the Town's limited resources and ability to do so on their own. Compliance enforcement authority was delegated by EPA to the Florida Department of Environmental Protection (FDEP) on 22 October 2000.

The FDEP issued a 5-year NPDES MS4 Permit to Polk County and 19 other co-permittees effective 31 October 2002 (Cycle 2). This Permit was extended by the FDEP to include a sixth, seventh, and eighth year. A new 5-year Permit (Cycle 3) was issued on September 12, 2011.

Since the first NPDES Permit was issued in 1996, the Town has conducted compliance activities which have been summarized each year and reported to FDEP via an Annual Report. Annual reports are required for each reporting period, which begins on October 1 and extends through September 30 of each year.

3.0 PROJECT BACKGROUND AND DESCRIPTION: (Continued)

On October 20, 2014, the Town and Envisors attended a FDEP Audit meeting to review the NPDES Cycle 3 Year 2 (2012/2013) Annual report for the period of October 1, 2012 through September 30, 2013. As noted during the audit and in a subsequent Audit Assessment Report, the FDEP required further clarification of the Town's NPDES permit compliance activities; clarifications were provided by the Town to Envisors, which in turn were submitted via a letter to the FDEP dated December 5, 2014. As noted in the Audit Assessment Report, the Town has not fully completed previously required compliance tasks and is required to perform several additional activities throughout the term of its Cycle 3 Permit (2011-2016). It is our understanding the Town intends to continue undertaking the required (past and future) NPDES permit compliance activities. As such, the Town has requested Envisors' assistance to comply with FDEP's request in a 2 Phased approach, which is described further below.

Phase 1

Based on the aforementioned, the Town wishes to begin preparing the required MS4 inventory and map(s), which is noted in the NPDES permit as a Year 1 activity. Town staff will be utilized to field locate existing structures (inlets, manholes, outfalls, ditches, conveyance systems, etc). This preliminary effort will be submitted to FDEP for review and to receive input, which will provide guidance on the Phase 2 effort. This approach will help minimize Town expenditures for this effort.

Phase 2 (Future Work Tasks)

Upon completion of the Phase 1 preliminary inventory and mapping effort and obtaining FDEP feedback, the preliminary inventory and mapping will be further refined for required compliance activities (under a separate contract addendum). It will then be possible to more reliably delineate the Town's major and minor drainage basins and prepare nutrient loading estimates for the Town's outfalls in a manner that is consistent with FDEP's intent.

4.0 SCOPE OF WORK (NPDES MS4 Permit Mapping and Inventory): Envisors will:

- 4.1 Meet with Town staff (one visit assumed) to discuss the existing Town owned inventory and related MS4 infrastructure;
- 4.2 Obtain a handwritten map from the Town of the Town's MS4 infrastructure and review same;
- 4.3 Collect from the Town all readily available land ownership documents and easement documents for Town-owned MS4 infrastructure, Town-wide and a land use overlay (in digital format);
- 4.4 Collect readily available topographic data of the Town's limits and create a digital file overlay of the Town's infrastructure noted in Task 4.2;
- 4.5 Combine the Town's land use overlay (Task 4.3) and create a digital file of the topography and the Town's MS4 infrastructure noted in Task 4.4;
- 4.6 Assist the Town with additional data collection such as a review of the property appraisers map, the Town's land ownership documents, and field review the Town's preliminary mapping of the MS₄ infrastructure and conveyance system in an effort to enhance the Town's preliminary MS₄ inventory map;

4.0 SCOPE OF WORK: (Continued) Envisors will:

- 4.7 Initiate the evaluation of the Town's major outfalls and general drainage basins, receiving waters or other MS4s and the TMDL status of the Town's receiving waters;
- 4.8 Preliminarily discuss findings and obtain compliance definition clarifications with the FDEP staff; and
- 4.9 Based on the activities performed in Tasks 4.1 through 4.8, prepare an initial MS4 Inventory map for submission to the FDEP prior to August 2015. Please note the preliminary MS4 Inventory Map will be required to be adjusted (as part of future work activities) as additional data is collected by the Town and/or Envisors.

5.0 TOWN'S RESPONSIBILITIES: The Town of Lake Hamilton will:

- 5.1 Field verify, locate, and mark (paint, flag, etc.) all MS4 infrastructure, e.g. stormwater outfalls, Town-managed stormwater ponds, conveyances, etc. and provide Envisors with items noted in Tasks 4.2 and 4.3 above;
- 5.2 Provide Envisors with a map showing newly annexed Town areas and major outfall locations;
- 5.3 Review Envisors' map (Task 4.8) prior to August 2015 for submittal to the FDEP;
- 5.4 Review the Town's MS4 NPDES Permit compliance and implementation requirements and determine with which activities it wishes for EVI to assist;
- 5.5 Conduct all required NPDES Permit activities and maintain records documenting all compliance activities; and
- 5.6 Meet with Envisors to discuss the status of the Town's Permit implementation and compliance efforts and records that have been compiled by the Town.

6.0 ENVISORS' COMPENSATION

- 6.1 Envisors' lump sum compensation for providing the services described herein will be in accordance with our Master Agreement for Consulting Engineering Services dated 12 January 2007. EVI's compensation for hourly services for the Phase 1 NPDES MS4 Inventory and Mapping is \$17,900.
- 6.2 Additional services requested by the Town will be performed on a T&E basis in accordance with the terms and conditions in our Master Agreement.
- 6.3 In addition to our hourly costs, we will charge you for direct reimbursable costs such as printing in accordance with our Town-approved Schedule of Hourly Rates and Reimbursable Costs.
- 6.4 Phase 2 services will be performed upon Town approval under a future task authorization after the FDEP input is obtained for the Town's initial Phase 1 submittal to the FDEP.

7.0 OTHER MATTERS

- 7.1 Except as provided for herein, the provisions of the Continuing Agreement between Town and Engineer shall apply to this Supplement.
- 7.2 Services requiring compensation beyond the approved Contract fee will require written authorization from the Town.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in duplicate on the

_____ of _____ 20____
(day) (month)

TOWN OF LAKE HAMILTON


Attest, Town Clerk

Mayor, Town of Lake Hamilton

ENVISORS, a Pennoni Associates Inc. Company



Beth L. Evans, AICP, LEED AP
Contracts Manager



Steven L. Elias, PE
Division Manager/Senior Engineer



Town of LAKE HAMILTON

AGENDA REQUEST FORM

A. General Information

Requested By: Michael Kehoe Agenda Date: 01/06/2015 Agenda Number: _____

Agenda Title: Council Conduct

Agenda Type: Old Business New Business Presentation Report (s) Budget Transfer
 Other (Specify) _____

Brief Description of Request:

On December 2, 2014 during the 5 PM Special Meeting, Council Member Roberson made the following remarks; "My understanding we have one of our Officers that has had several DUI's that still works for the Town of Lake Hamilton". While she did not provide a name, she did indicate that such information was provided by the Sheriff's Department. I will not ask for the name of our Police Officer who allegedly has several DUI's or the Sheriff Official who provided Council Member Roberson with such information. Any allegations of misconduct must provide factual documentation and should be investigated to the proper authorities, not during council meetings. While everyone has an opinion, making allegation with out factual documentation is considered a false statement. Any allegation against a town employee or council member should not be subjected public ridicule in our town council meetings. Such comments is an embarrassment to the town, to the intended individual and the individual making such allegations. I am urging all council members to refrain from making any allegations against any individual in our council (public) meetings.

B. Budget Information

Is this request associated with the Budget? YES (Provide Budget Information below) NO

Funding Source: General Fund Enterprise Fund Grant Fund

Other: _____

Budgeted Amount: \$ _____ Actual Cost: \$ _____

Account # _____ Account Name: _____

C. Staff Recommendations

Staff Recommendation: No Recommendation Approve Disapprove

Staff Comments:

D. Attachments

Back-Up Documents Ordinance Resolution Other: _____

LV A



RESOLUTION NO. 2015-01

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, REAFFIRMING THE STANDING COMMITTEES OF THE TOWN.

WHEREAS, the Town Charter requires the town council to determine the number of standing committees necessary and shall designate the character of the various duties of each at the beginning of the year; and

WHEREAS, the town has, by Ordinance, established a Planning Commission, a Board of Zoning Adjustment, and a Code Enforcement Board; and

WHEREAS, Article II of the Town of Lake Hamilton’s code of ordinances designates the character and various duties of each committee.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, as follows:

1. The Town Council does hereby reaffirm Article II, Sections 16-37, 16-38 and 16-39 establishing and designating the character and duties of a Code Enforcement Board, a Planning Commission, and a Board of Zoning Adjustments.
2. This Resolution shall be effective upon adoption.

INTRODUCED AND PASSED by the Town Council of the Town of Lake Hamilton, in regular session this 6th day of January 2015.

RALPH N. HARRIS, CHAIRMAN

MARLENE M. WAGNER, MAYOR

TOWN CLERK
SARA K. IRVINE

Approved as to form:

TOWN ATTORNEY, HEATHER R. CHRISTMAN

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, ESTABLISHING A POLICY REQUIRING TOWN OFFICIALS OF THE TOWN OF LAKE HAMILTON TO REIMBURSE THE TOWN OF LAKE HAMILTON FOR EXPENSES FOR FUNCTIONS PAID ON BEHALF OF A TOWN OFFICIAL IN CIRCUMSTANCES WHERE THE OFFICIAL COMMITS TO ATTEND A FUNCTION AND DOES NOT ATTEND.

WHEREAS, from time to time Town Officials of the Town of Lake Hamilton attend various functions as a service to the Town of Lake Hamilton, including but not limited to conferences, seminars, dinners, educational and networking events; and

WHEREAS, the Town of Lake Hamilton pays associated expenses for a Town Official to attend functions based upon the Town Official's commitment to attend; and

WHEREAS, the Town of Lake Hamilton recognizes at times a Town Official, due to conflicts, unforeseen circumstances or otherwise, is not in attendance at a function the Town Official previously committed to attend, and for which the Town of has incurred an associated expense; and

WHEREAS, the Town of Lake Hamilton wishes to ensure funds are expended in a manner that benefits the residents of the Town of Lake Hamilton and are not wasted.

NOW THEREFORE, BE IT RESOLVED by the Town Council of the Town of Lake Hamilton, Florida, that:

1. Funds that are expended by the Town of Lake Hamilton to send Town Officials to various functions based upon a Town Official's commitment to attend shall

be reimbursed to the Town of Lake Hamilton by the Town Official who ultimately is not in attendance at said function.

INTRODUCED AND PASSED by the Town Council of the Town of Lake Hamilton, Florida, meeting in a regular session this 5th day of January 2015.

TOWN OF LAKE HAMILTON, FLORIDA

Ralph N. Harris, Council Chairman

Approved: _____
Marlene M. Wagner, Mayor

Date: _____

Attest with Seal:

Sara Irvine, Town Clerk

Approved as to Form:

Heather R. Christman, Town Attorney

POLICE REPORT
NOV 26 THRU DEC 31, 2014

VI

MILEAGE

UNIT# 1 1442 UNIT#2 1041 UNIT#3 1247 UNIT#4 911 UNIT#5 1280 UNIT#6 1125 UNIT#7 237 TOTAL 7283
 GAS USED

UNIT#1 126.5 UNIT#2 76 UNIT#3 116 UNIT#4 113.3 UNIT#5 126.5 UNIT#6 103.9 UNIT#7 24 TOTAL 686.2

CALLS RECEIVED

AGGRAVATED ASSAULT	0
AGGRAVATED BATTERY	0
AID & ASSIST OTHER DEPARTMENT	11
AID & ASSIST PUBLIC	13
ALARM	13
ANIMAL COMPLAINT	2
ASSAULT	1
AUTO ACCIDENT	6
BATTERY	2
BURGLARY	1
BURGLARY GRAND THEFT	0
BURGLARY PETTY THEFT	0
CHILD ABUSE	1
CRIMINAL MISCHIEF	1
DEATH	0
DOMESTIC VIOLENCE	1
DISTURBANCE	9
FIGHT	0
FIRE	1
TRAFFIC ARRESTS	6
GRAND THEFT	6
ILL OR INJ PER/FD ASSIST	5
911	18
IMPOUND VEHICLE	0
INFORMATION	12
JV COMPLAINT	1
NOISE COMPLAINT	1
PETTY THEFT	3
POSSESSION OF ALCOHOL <21	0
POSSESSION OF DRUGS / PARA.	0
PROWLER	0
RECKLESS DRIVING	0
RECOVERED PROPERTY	0
RESISTING ARREST W/O VIOLENCE	0
RESISTING ARREST W/VIOLENCE	0
SHOOTING	0
STOLEN VEHICLE	0
SUSPICIOUS INCIDENT	10
TRESPASSING	1
VIOLATION NOTICES	0
OTHER	8
CAPIAS / WARRANT ARREST	2
CAPIAS/MISDEMEANOR ARREST	0

TOTAL 135

DWI	_____	FELONY	1	RADAR	<u>36</u>	SEATBELT	<u>6</u>	OTHER	34
MISD	1	NARCOTIC	_____						

130173	11/25/2014	PREMISES IDENTIFICATION/IPMC SEC.304.3	3000 CRUMP RD	WINTER HAVEN	MULTIPLE VIOLATIONS	Open
130173	11/25/2014	MOTOR VEHICLES/IPMC SEC. 302.8	3000 CRUMP RD	WINTER HAVEN	MULTIPLE VIOLATIONS	Open

Group Total: 2

Group: 130174

130174	11/25/2014	PREMISES IDENTIFICATION/IPMC SEC.304.3	850 N TANGERINE STREET	HAINES CITY	MULTIPLE VIOLATIONS	Open
130174	11/25/2014	EXTERIOR PROPRTY SANITATION/IPMC. 302.1	850 N TANGERINE STREET	HAINES CITY	MULTIPLE VIOLATIONS	Open

Group Total: 2

Group: 130175

130175	12/22/2014	MOTOR VEHICLES/IPMC SEC. 302.8	1022 ROSE STREET	HAINES CITY	MOTOR VEHICLE	Open

Group Total: 1

Group: 130176

130176	12/30/2014	PREMISES IDENTIFICATION/IPMC SEC.304.3	610 CUNNINGHAM STREET	LAKE HAMILTON	MULTIPLE VIOLATIONS	Open
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Page: 1 of 2

2 of 2 Find | Next

Case #	Case Date	Violation Name	Parcel Address	City	Violation	Status
130176	12/30/2014	MOTOR VEHICLES/IPMC SEC. 302.8	610 CUNNINGHAM STREET	LAKE HAMILTON	MULTIPLE VIOLATIONS	Open

Group Total: 2

Group: 130177

130177	1/2/2015	WEEDS/IPMC SEC. 302.4	0 MONROE LN	HAINES CITY	Tall Weeds/Grass	Open

Group Total: 1

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Total Records: 16

1/2/2015

December Water Treatment Plant Update

We are up to date and in compliance for the year

I was finally able to get ahold of someone at ROCHA and they will be coming out to do the SCADA repairs.

To clarify; on my last update I mentioned the need for redundancy, we are NOT in a situation of potential failure. The plant is well built and there was geo surveying done before it was constructed and there was no indication of potential sinkholes. I didn't intend to alarm anyone; I only wanted to stress the importance of backup systems. After doing some research with the town planner we have determined that tying into Dundee's water system and Haines City's water system is the best and most affordable option. However we must tie into both to get enough water pressure.

We are still required by the state to have an NPDES program and if the council no longer wants Envisors to do it, then we will have to hire someone else for the engineering aspect of it. I just want to state for the record that since I've been working for the Town of Lake Hamilton, Envisors has been very helpful, even going so far as to take my calls on unrelated engineering questions without charging the town. They have done a lot of legwork so far on the NPDES program and I would like to continue to work with them on it. The council may, or may not want to consider another firm for future construction projects, but in this case for the NPDES program they will be (in my opinion) the better choice, due to their familiarity and previous work with our Town.