

**TOWN OF LAKE HAMILTON  
MINUTES  
TOWN COUNCIL REGULAR MEETING  
TUESDAY, MARCH 7, 2023  
6:00 PM**

The Town Council of Lake Hamilton held a Regular Meeting on Tuesday March 7, 2023, at 100 Smith Ave., Lake Hamilton, FL 33851.

**CALL TO ORDER**

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

**INVOCATION**

Invocation was given by Cora Roberson.

**PLEDGE OF ALLEGIANCE**

Pledge of Allegiance led by all.

**ROLL CALL**

Roberson, Tomlinson, Wagner, and Mayor Kehoe were present. O'Neill was absent. Interim Town Administrator Teague, Town Clerk Sandoval and Attorney Maxwell were present.

**SCHEDULED PRESENTATIONS**

Mayor Kehoe read the proclamation for Irish American Heritage Month.

**CONSENT AGENDA**

**Motion made** by Wagner and a second by Roberson to approve consent agenda items a, b, c, and d.

No public comments were received.

**Motion Passed 4-0.**

**RECOGNITION OF CITIZENS**

Thomas Gill addressed the Council with concerns regarding Hatchineha Road and the 3 accidents that have occurred recently. Teague noted that Hatchineha Road is a county owned road and that the Town has control of Detour Road and that the Hamilton Bluff subdivision will not move forward until staff is satisfied with the improvements to that intersection.

Teague presented the Officer of the Year Award for 2022 to Corporal Weissman and presented a plaque.

**OLD BUSINESS**

**Future Planning Items Update/Action on WUP/AWS/WW-**

**Consider SRF Grant Funding on Water Plant Improvements-**

Pennoni discovered a grant from the SRF to cover funding for the design of the water plant improvements. He noted they could submit for a grant for the construction phase in the fall. This

is only for the design of the plant and covers 50% of costs, the other 50% will be funded by developer capacity funds.

**Motion made** by Wagner and a second by Roberson to approve the SRF grant funding application for the design of the water plant improvements.

Debra Lawson questioned who was going to pay for the 50% not funded by the grant. The funds will not be used by taxpayer monies, it will be funded by developer funds. **Motion passed 4-0.**

#### **Consider Pennoni Contract on Design of Water Plant-**

Steve Elias with Pennoni addressed the Council and noted that this contract is a design scope of work for the SRF for the design for the water plant improvements. He noted that the goal was to be shovel ready by the August meeting. Construction may be available for a grant that is 81% grant. This is considered phase 2 of the water plant. Costs will be covered 50% by grant and 50% by the water capacity fund.

**Motion made** by Roberson and a second by Wagner to approve the contract with Pennoni on the Design of the water plant scope of work.

No public comments were received. **Motion passed 4-0.**

#### **Discussion on Phase 2 Wastewater Plant Expansion-**

Teague noted that they received a preliminary report in June and at that time it was for a 1.2 million gallons a day wastewater plant. He noted that the amount is a lot in such a small amount of time to absorb it all at once and with everything slowing down. He noted that this would create excess capacity. There is currently 250,000 gpd being constructed now and each new phase would increase the capacity by 250,000 gpd. He noted that this would just be for the design of the expansion. There was Council consensus to come back to the council with a proposal from Pennoni.

#### **Hwy 27 Sewer Line Change Proposal-**

Teague noted that the HWY 27 sewer line runs all the way to Dundee to process sewer. He questioned why the Town is paying Dundee for sewer if the Town is constructing a wastewater plant. There are existing properties on Hwy 27 that need sewer. He is proposing that the Town reverse the flow to connect to the new wastewater plant and to run a line down Main Street. He met with Raftelis this morning and all of this information was tied into the rate study and impact fee study. The proposal costs are \$105,000 and would be funded by the Wastewater Capacity Fund.

**Motion made** by Wagner and a second by Roberson to approve the HWY 27 sewer line change proposal.

No public comments were received. **Motion passed 4-0.**

### **NEW BUSINESS**

#### **First Reading of Ordinance O-23-04 Irrigation Meter Required-**

Attorney Maxwell read the title for the record.

An Ordinance of the Town Council of the Town of Lake Hamilton, Polk County, Florida, an Ordinance amending the Town of Lake Hamilton code of ordinances by adding section 32-8 (h) by providing updated guidelines for water used for irrigation for water and sewer customers;

providing for codification, conflicts, severability, the administrative correction of scrivener's errors; and providing for an effective date.

**Motion made** by Roberson and a second by Tomlinson to approve on first reading, Ordinance O-23-04 requiring irrigation meters.

No public comments were received. A roll call vote was taken. Roberson aye, Tomlinson aye, Wagner aye, Kehoe aye. **Motion passed 4-0.**

#### **Resolution R-2023-04 2023 July Celebration Alcohol Sales-**

Attorney Maxwell read the title for the record.

A resolution of the Town Council of the Town of Lake Hamilton, Florida, Polk County, Florida, regarding the third-party sale and public consumption of alcohol on town property during the 2023 July celebration; providing for conflicts; providing for severability; and providing an effective date.

**Motion made** by Roberson and a second by Tomlinson to approve Resolution R-2023-04 for sale of alcohol on Town property for the 2023 July Celebration.

No public comments were received. A roll call vote was taken. Tomlinson aye, Wagner aye, Roberson aye, Kehoe aye. **Motion passed 4-0.**

#### **Request from Homeowners to Vacate Land-**

This request is for a property located at Sample Ave from the homeowner's who live adjacent to the property. The intent for the property in the future is to be a neighborhood park. There are 2 individuals that have petitioned to ask for the property and split it in half. K

Mayor Kehoe noted that the state statute notes that the Town cannot get rid of property without going to auction unless it is a nonprofit organization. He also noted that this is the only public access to the lake.

There was discussion regarding the future use of the property and the current maintenance.

**Motion made** by Roberson and a second by Tomlinson to not allow the vacating of the land owned by the Town.

No public comments were received. **Motion passed 4-0.**

It was noted that the property needs to be surveyed to become an official park to qualify for funding.

#### **Interim Admin Request for Authority to Adjust Pay Scales for Current Employees-**

Teague noted that the Council allowed adjustments for new employees, and he was looking through other current employee's wages. He is requesting authority to move around funds to adjust payroll funds.

Kehoe noted that the administrator is responsible for the budget, and they have good employees that were hired in the last four months. He noted that he recommends giving authority to the administrator to adjust wages as long as it stays within the budget.

**Motion made** by Roberson and second by Tomlinson to give authority to the Interim Town Administrator to adjust current employees' wages within the current budget.

No public comments were received. **Motion passed 4-0.**

#### **Staff Reports-**

**Town Administrator-** Interim Town Administrator Teague noted that there were problems with the park land in the Hamilton Bluff subdivision but it was ultimately put back into the plan and

that the road infrastructure will remain in place. They wanted to remove one of the pools in the development and someone brought up the idea to place a splash pad instead. They need to come back with a design plan similar to what they promised the council.

**Town Clerk-** Vice Mayor Wagner applauded Ashley Garcia for her appointment as Vice President to the Polk County City Clerks Association. Clerk's notes included in packet.

**Police Department-** Included in packet.

**Code Enforcement-** Teague noted the Roberts Road warehouses for a focus spot for Code Enforcement and they did a great job gaining compliance. All the junk vehicles were removed.

**Community development-** Included in packet.

**Public Works-** Roberson questioned if they lost another employee in the Public Works Department. Teague noted that PWD Henry had something with Iseah but didn't have the details.

**ATTORNEY COMMENTS:** Attorney Maxwell noted that the request to change Rose Street to Martin Luther King Blvd needs to notify property owners and then all other local and state departments regarding the changes. Then the official map would need to be changed. Kehoe noted that 5<sup>th</sup> Street needed to be renamed as it is currently an alley. Maxwell noted that there is no certain way to complete the name changing.

**COUNCIL COMMENTS:**

Wagner noted she will not be in attendance at the April meeting because she will be in Tallahassee advocating on the Town's behalf. Kehoe noted that the Town administrator position applications need to be reviewed at a workshop. The Mayor and Clerk will ensure everyone that has applied meets the criteria noted in the job description and send those to council members before the workshop. It would be held in the middle of April and then they can decide when to conduct interviews. Council was directed to send available dates to the Clerk for after the April meeting.


**ADJOURNMENT:**

**Motion made** by Roberson and second by Tomlinson to adjourn the regular at 7:13 PM. **Motion passed 4-0.**

ATTEST:  
  
Brittney Sandoval Soto, Town Clerk



  
Michael Kehoe, Mayor

  
Michael Teague, Interim Town Administrator