

**TOWN OF LAKE HAMILTON
MINUTES
TOWN COUNCIL REGULAR MEETING
TUESDAY, APRIL 4, 2023
6:00 PM**

The Town Council of Lake Hamilton held a Regular Meeting on Tuesday April 4, 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, O'Neill, and Mayor Kehoe were present. Wagner was absent. Interim Town Administrator Teague, Town Clerk Sandoval and Attorney Maxwell were present.

SCHEDULED PRESENTATIONS

Mayor Kehoe read the proclamation for Municipal Clerks Week. The last whereas was omitted as it was inserted as an error.

Mayor Kehoe read the proclamation for Water Conservation Month.

CONSENT AGENDA

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

No public comments were received.

Motion Passed 4-0.

Mayor Kehoe presented Councilmember O'Neill with a plaque in recognition of his service to the Town.

RECOGNITION OF CITIZENS

Tammy Pence questioned irrigation meters and when the sewer would be completed. The irrigation meter ordinance was explained to her, and she was given an estimated time frame for the completion of the sewer project.

OLD BUSINESS

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

Interim Town Administrator Teague gave an update and noted that they had a meeting with SWFMD regarding the water use permit. The amount permitted would be lower than what was

requested, but they will put in writing that conditional approval could be requested in the future if the water need is much higher than what is approved. The alternative water supply is expected to be around 2028 and 2029 before it becomes available. This should be ready by the end of April.

The sewer plant groundbreaking will be a ribbon cutting due to it being easier than the groundbreaking and will happen sometime in June and can be done with the septic to sewer project at the same time. A tour of the water plant is scheduled for tomorrow to see what is needed for the next phase.

NEW BUSINESS

First Reading of Ordinance O-23-05 Scenic Terrace Proposed Boundary Amendment-

Attorney Maxwell read the title for the record.

An ordinance of the Town of Lake Hamilton, Florida amending ordinance O-21-19, which established the Scenic Terrace South Community Development District; providing for amendment to section 5 of the Ordinance to change the geographical boundaries of the district pursuant to section 190.046, Florida statutes, by removing approximately 15.699 acres of land and adding approximately 30.182 acres of land thereto; providing for amendment to ordinance O-21-19, to further amend exhibit a of said ordinance to provide for a new metes and bounds legal description of the district; providing for the correction of a scrivener's error to exhibit a thereto; providing for all other terms and conditions to remain unchanged; providing for severability; and providing for an effective date.

Mayor Kehoe provided a map to Council members and noted that the commercial areas are being removed from the CDD as they do not belong to the CDD, and they are adding the area in blue on the Map to the CDD.

Motion made by O'Neill and a second by Roberson to approve on first reading, Ordinance O-23-05 for the Scenic Terrace Proposed Boundary Amendment.

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

Petition for Vacating Right of Way of White Clay Pit Road, Scenic Terrace -

Interim Administrator Teague noted that White Clay Pit Road will be turned into a cul-de-sac, and they are vacating the right of way between the end of the cul-de-sac to Scenic Hwy.

Attorney Maxwell requested a Resolution be drafted for the vacation for housekeeping purposes. This item will be brought to the next regular meeting in Resolution form for approval.

Mayor Kehoe noted that a special meeting will be needed. A special meeting was scheduled for April 18th at 5:00pm.

Item was tabled for the special meeting.

Resolution R-2023-05 Updating Community Development Fee Schedule-

Heather Maxwell read the title for the record.

A Resolution of the Town council of the Town of Lake Hamilton amending the fee schedule for all development services and other such matters requiring action by the town staff; providing for a repeal of all inconsistent resolutions; providing for severability and providing for an effective date.

Motion made by Roberson and a second by O'Neill to approve Resolution R-2023-05 updating the Community Development fee schedule.

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

Resolution R-2023-06 SRF Loan Agreement for Project No. DW53165

Attorney Maxwell read the title for the record.

A Resolution of Town of Lake Hamilton, Florida, relating to the State Revolving Fund Loan Program; making findings; authorizing the loan application; authorizing the loan agreement; establishing pledged revenues; designating authorized representatives; providing assurances; providing for conflicts, severability, and effective date.

Attorney Maxwell noted that in section 3 there were blanks which CPA Mike would have to fill in regarding the series of the date of issuance of bonds.

Mayor Kehoe noted that there would be a cost to the town in the amount of \$312,250. And the state would match that cost. This is to upgrade the water plant. It also is for the wells that need to be dropped to get to the next stage of construction. There also could be up to 90% grant for improvements. The loan comes due six months after the project is completed.

A resident questioned how long it would take to complete and how it would affect current residents. Interim Administrator Teague noted that it would not impact them, and the water plant needs to be able to process more water in a day.

Motion made by Roberson and second by Tomlinson to approve Resolution R-2023-06 for the SRF loan agreements for project No. DW53165.

No further comments were received. A roll call vote was taken. O'Neill aye, Roberson aye, Tomlinson aye, Kehoe aye. **Motion passed 4-0.**

Staff Reports-

Town Administrator- Interim Town Administrator Teague reminded Council about the upcoming RLC Dinner. He acknowledged Patrick Henry for his work on getting the water plant back up after the lightning strike. He noted that Town Hall would need another employee in utilities. He requested leeway to build a job description for this position. It was noted that this position would take place of the previously approved Administrative Assistant position.

Motion made by Roberson and a second by O'Neill to get authority to the acting Town Administrator to create a job description for the new utility position.

O'Neill knew that the town would have to spend money as the growth came to keep up and it has to invest for the future.

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

Interim Administrator Teague noted that the FRDAP Grant that was approved in 2019 was about to lose the grant money due to inactivity and he got with Senior Planner Kirby to finish the parks. The prices have increased significantly from 2019 and therefore the cost increased from

the original grant amount.

Mayor Kehoe thanked everyone for their hard work.

There were comments regarding the location of the parks and roads.

Mayor Kehoe noted that Clerk Sandoval Soto has applied for the Town Administrator position and needs to be recused from reviewing applications due to a conflict of interest. He will create a spreadsheet to include all of the standards for the job posting and all council members will receive copies of all the applications along with the spreadsheet. He will also give one to the new council member, Patrick Slavens.

Town Clerk- Clerk's notes included in packet.

Police Department- Two new officers started Monday and they are completing in-house training. There are 3 more openings for police officers to fill. He noted if they are not able to get Ford explorers, they may consider Chevy Tahoe's as they will be able to get them more quickly to hire more officers.

Code Enforcement- included in packet. Roberson inquired about a property on Tangerine Street. Teague gave information regarding the code case and the family member who is not the owner of the property. They need to fulfill probate obligations before anything can be resolved.

Community development- Included in packet.

Public Works- Included in packet.

ATTORNEY COMMENTS: Attorney Maxwell gave an update on the 1001 Tangerine property. She stated that the title search had been completed and the property is owned by multiple family members. There are some encumbrances on the property, and she requested the Town consider a preliminary market analysis, which could cost up to \$500, to see if it is worth proceeding with. There was consensus of Council for her to proceed with the analysis. Roberson noted that there are about 10 more dogs on the property.

COUNCIL COMMENTS:

Roberson noted that they are working on gathering petitions for the street name for Rose Street to Martin Luther King Jr. Blvd.

O'Neill gave a farewell speech as it was his last regular meeting, wishing the Town and everyone well.

ADJOURNMENT:


Motion made by O'Neill and second by Roberson to adjourn the regular at 7:41 PM. **Motion passed 4-0.**

ATTEST:




Brittney Sandoval Soto, Town Clerk


Michael Kehoe, Mayor



Michael Teague, Interim Town Administrator