

**TOWN OF LAKE HAMILTON
MINUTES
TOWN COUNCIL REGULAR MEETING
TUESDAY, JULY 11, 2023
6:00 PM**

The Town Council of Lake Hamilton held a Regular Meeting on Tuesday July 11, 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 Patrick Slavens.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by all.

ROLL CALL

Roberson, Tomlinson, Slavens, and Wagner were present. Kehoe was absent. Town Administrator Hunnicutt, and Town Clerk Sandoval Soto were present. Attorney Maxwell was present via virtual conference.

SCHEDULED PRESENTATIONS

Ramos & Floyd C.P.A. were not present for the presentation.

CONSENT AGENDA

Motion made by Wagner and a second by Tomlinson to approve consent agenda items a, b, and c. No public comments were received. **Motion Passed 4-0.**

RECOGNITION OF CITIZENS

No citizens were signed in to speak.

OLD BUSINESS

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

Town Administrator Hunnicutt noted that they will be attending the PRWC meeting this month. Public Works Director Henry gave an update on the wastewater project. He noted that it was at about 50% completion and the septic to sewer project is still moving forward. He stated that there is a tight timetable coming up on both projects, but they are doing what they can to meet those deadlines.

Consideration of Revised Authorizing Resolution for Project #DW531650-

Attorney Maxwell noted that the Florida Department of Environmental Protection requested a small modification to the Resolution that was passed previously.

Restated and Amended Resolution R-2023-07

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.

Motion made by Slavens and a second by Wagner to approve the restated and amended Resolution R-2023-07.

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

NEW BUSINESS

Ordinance O-23-09 Water and Wastewater Connection Fees-

Attorney Maxwell noted that the water and wastewater connection fees were combined into one Ordinance in such removing the need of Ordinance O-23-11. She also noted that there will be some modifications for the second reading.

Attorney Maxwell read the title for the record.

An ordinance of the Town of Lake Hamilton, Florida, relating to water and sewer utilities; amending the Code of Ordinances of the Town of Lake Hamilton, Florida (the “code”); amending section 32-3, definitions, to modify the definition of the term “ERC” and the definition of capacity fees; amending section 32-8 to add increased water and wastewater connection fees and policies related thereto; striking section 32-20, wastewater capital charges, in its entirety; providing for codification and scrivener’s errors; providing for conflicts; providing for severability; and providing an effective date.

Motion made by Wagner and a second by Slavens to approve on first reading Ordinance O-23-09 updating the water and wastewater connection fees.

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

Ordinance O-23-10 Water and Sewer Rate Ordinance-

Attorney Maxwell read the title for the record.

An ordinance of the Town Council of the Town of Lake Hamilton, Florida establishing the water and sewer rates for fiscal year 2023-2024 and thereafter; providing for conflicts; providing for severability; and providing an effective date.

Motion made by Slavens and a second by Wagner to approve on first reading Ordinance O-23-10 updated the water and wastewater rates.

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

Resolution R-2023-13 Authorizing Additional Signatures on Bank Accounts-

Attorney Maxwell read the title for the record.

A resolution of the Town Council of the Town of Lake Hamilton, Florida, Polk County, Florida, establishing updated signers on the town bank accounts with SouthState bank; providing for conflicts; providing for severability; and providing for an effective date.

Motion made by Wagner and a second by Slavens to approve Resolution R-2023-13 authorizing additional signatures on bank accounts.

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

Set the Tentative Millage Rate for FY 2023-2024-

Town Administrator Hunnicutt addressed the Council and noted that the Council is required to set the millage rate by August. He is proposing the tentative millage rate be set at 9.0. There was discussion regarding the budget hearings. The budget hearings were set on Wednesday, September 6th and Tuesday, September 19th.

Appoint Voting Delegate Designation for FLC Annual Conference-

Vice Mayor Roberson asked Councilwoman Wagner if she was still available to act as the voting delegate for the Town. Wagner agreed she was available.

Consensus to appoint Councilwoman Marlene Wagner as the voting delegate for the FLC Annual Conference.

Staff Reports-

Town Administrator- Town Administrator Hunnicutt gave an update regarding the historical society, and he asked if anyone was interested in serving on the board to let him know. The 2008 Ford truck has a blown motor, and he will put together a surplus form for the next meeting for disposition. He contacted the Northeast Chamber of Commerce about the Town becoming a member. It is \$433 to become a member and he asked Council if they were interested in joining.

Motion made by Wagner and a second by Slavens to become a member of the Northeast Chamber of Commerce.

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

There is a pending project for fencing around the break area which the lowest bid came in at \$9000. He would like this project to be put on hold and focus on staffing issues before moving forward. He also updated the lien search requests for the Town. They were historically \$25 to \$50, and they will now cost \$159. The Town currently has contracted services with the CFRPC and he has reached out and they will begin getting zoning maps. They have priced out a plotter machine and will ordering soon so they are able to have plans in office. The FLC conference is coming, and he noted that he would like to attend on the Friday and would like the Clerk to be able to attend the EXPO hall. The cost is usually \$50.00 to attend. The ICMA conference was included in his contract, and it is coming up. Once his card comes in he will register for the conference that will be held at the end of September. **There was council consensus** for Mr. Hunnicutt to attend the ICMA conference in August Texas. **4-0.** There was discussion regarding IT needs and equipment needs in Town Hall. He would like to set up some time for Council to take photographs to have for the website and to hang pictures in the hallway. He hopes to get the budget up this week and schedule meetings in August when the Mayor returns.

Town Clerk- Clerk noted that the Mayor provided packets for each member and they are to be returned to the Clerk no later than July 27th at 4:00PM. The other document distributed was the final audit for 2022-2023.

Police Department- none.

Code Enforcement- included in packet.

Community development- Community Development included in packet.

Public Works- Public Works gave a handout for the monthly update to all council members.

COUNCIL COMMENTS:

The Lake Hamilton Community Revitalization Group was present at the meeting.

Florida Rural Water Association Water Capacity Fee Study-

Katherine with the Florida Rural Water Association gave a presentation regarding the Water Capacity Fee Study.

ATTORNEY COMMENTS:

Attorney Maxwell welcomed Mr. Hunnicutt to Lake Hamilton and had no further comments.

Public Comment-

Keith Pence addressed the Council with concerns regarding the alley behind 204 Bryant Ave being impassable and the manhole covers being lower than the elevation.


ADJOURNMENT:

Motion made by Slavens and second by Wagner to adjourn the regular at 7:07 PM. **Motion passed 4-0.**

ATTEST:


Brittney Sandoval Soto, Town Clerk


Michael Kehoe, Mayor


Steve Hunnicutt, Town Administrator

