

**TOWN OF LAKE HAMILTON
MINUTES
TOWN COUNCIL REGULAR MEETING
TUESDAY, AUGUST 1, 2023
6:00 PM**

The Town Council of Lake Hamilton held a Regular Meeting on Tuesday August 1, 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 Kehoe were present. Slavens was absent. Town Administrator Hunnicutt, Attorney Maxwell and Town Clerk Sandoval Soto were present.

SCHEDULED PRESENTATIONS

Proclamation for Florida Water Professionals Month-

Mayor Kehoe read the proclamation for Florida Water Professionals Month for the record.

Presentation of Automatic Traffic Enforcement Agreement with Altumint-

Lorine Johnson from Altumint was present and gave a presentation regarding their automatic traffic enforcement equipment and the studies they conducted on the red light on Main Street and HWY 27. There was discussion regarding the placement of cameras and the process to move forward with placement and enforcement.

Motion made by Wagner and a second by Kehoe to approve the agreement with Altumint contingent upon passing an Ordinance to allow for red light cameras within the Town. A roll call vote was taken. Roberson nay, Tomlinson nay, Wagner aye, Kehoe aye. **Motion Failed 2-2.**

CONSENT AGENDA

Motion made by Roberson and a second by Tomlinson to approve consent agenda items a. 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 gave an update on the wastewater project and the PRWC (Polk Regional Water Cooperative).

Mayor Kehoe opened the public hearing at 6:27 PM.

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

Attorney Maxwell read the title for the record.

An ordinance of the Town of Lake Hamilton, Florida, relating to water and sewer utilities; amending chapter 32 of the code of ordinances of the town; adding increased water and wastewater capacity fees; amending definitions and policies related to water and wastewater capacity fees; providing for codification and scrivener's errors; providing for conflicts; providing for severability; and providing an effective date.

Motion made by Roberson to approve and adopt on second reading Ordinance O-23-09.

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

Ordinance O-23-10 Water and Wastewater Rates-

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 2023-24 and thereafter; providing for conflicts; providing for severability; and providing an effective date.

An updated rate study was presented to the Council. There was council consensus to postpone the adoption of the Ordinance to review the update study.

Motion made by Roberson and a second by Tomlinson to postpone the second reading of Ordinance O-23-10 until the next Town Council meeting.

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

NEW BUSINESS

Ordinance O-23-07 Church Street Minor Subdivision-

Attorney Maxwell read the title for the record.

An ordinance of the town of Lake Hamilton, Polk County, Florida, rezoning (1) acre parcel of land located on the west side of the 200 block of church street 500 feet north of Lake Hatchineha Road from R1 residential to R3 residential rezoning district; repealing all ordinances in conflict herewith; providing severability; and providing for an effective date.

Senior Planner Kirby gave an overview of the Ordinance and recommends approval.

Motion made by Roberson and a second by Tomlinson to approve on first reading Ordinance O-23-07.

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

Ordinance O-23-08 Annexation-

Attorney Maxwell read the title for the record.

An ordinance of the town council of the Town of Lake Hamilton, Polk County, Florida extending the corporate limits of the town so as to include additional territory lying contiguous and adjacent to the present boundaries of the Town of Lake Hamilton, Florida; describing said additional territory; repealing all ordinances in conflict herewith and providing for applicability; providing for severability; and providing an effective date. The property location is 662 feet east of Detour Road on the south side of Lake Hatchineha Road containing 19.63 acres.

Senior Planner Kirby recommends approval of the annexation and noted it would need to be added to the future land use map and the zoning map for Lake Hamilton once approved.

Motion made by Wagner and a second by Roberson to approve on first reading Ordinance O-23-08.

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

Mayor Kehoe closed the public hearing at 6:46 P.M.

Asset Disposition Request-

Administrator Hunnicutt presented the disposition request for vehicle number 13. He noted that the vehicle was currently at S&S Towing with a blown motor. S&S Towing is offering \$600 for salvage and staff recommends approval of disposition.

Motion made by Wagner and a second by Roberson to approve the disposition of the 2008 Ford Truck to S&S Towing for \$600.

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

Request to Purchase 2020 3500 HD Chevrolet Flat Bed-

Administrator Hunnicutt presented the request to purchase for a 2020 Flatbed. He noted that the utilities department needs a flatbed truck, and they are now down 1 truck. The Kelley Bluebook value is higher than the price of \$30,000 and recommends approval. He noted that there are ARPA funds available to purchase the vehicle.

Motion made by Roberson and a second by Tomlinson to approve the purchase of the 2020 3500 HD Chevrolet Flatbed truck for \$30,000.

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

Consider Agreement for IT Professional Services with IT Dynamics-

Administrator Hunnicutt presented the agreement for IT professional services with IT Dynamics and noted that he has been assessing the Town's needs and noted that the Town needs a better IT service. There are 3 systems down due to age and they will be replaced immediately. There is an initial cost of \$2450 with a \$1320 a month cost which comes to about a \$100 a month cost per department. He noted that it will be placed in the general government account for software and maintenance. He bumped the budget up to \$75,000 and staff recommends approval of the agreement.

Motion made by Wagner and a second by Roberson to approve the agreement for IT professional services with IT Dynamics.

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

Service Agreement for Mass Transit-

Administrator Hunnicutt presented the service agreement for mass transit and noted that the Town entered into an agreement for \$10,000 for the first year of service and over \$20,000 for the second year of service. He has reached out and explained to them the town's current condition and told them that the amount was too high. They are willing to bring down the price to \$10,175.85. He recommends approval to the addendum. They will be returning in September of 2024 with a presentation for the Council. There was discussion regarding stops and seating.

Motion made by Roberson and a second by Tomlinson to approve the addendum to the service agreement for mass transit.

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

Resolution R-2023-14 Updated Development Services Fee Schedule-

Attorney Maxwell read the title for the record.

A resolution of the Town Council of the Town of Lake Hamilton, Florida, 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.

Administrator Hunnicutt presented the Resolution and noted that he spoke with the Town Attorney regarding the development services fees. He noted he is requesting to update the fee schedule to defer cost from the Town. Staff recommends approval.

Motion made by Roberson and a second by Tomlinson to approve Resolution R-2023-14 updating the development services fee schedule.

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

Evaluation for Chief Teague by Council-

Mayor Kehoe noted that all evaluations were completed for the Interim Town Administrator and the final score for Teague was 4.07 out of 5.0.

Motion made by Roberson and a second by Wagner to approve the evaluation for Chief Teague for July 2022 to June 2023.

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

Mayor Kehoe noted because of the evaluation, Teague was entitled to an increase in salary as of January 2023. He is requesting council to give a 2.5% raise retroactive to January and give him 2.5% as of today.

Motion made by Roberson and a second by Tomlinson to give Chief Teague an increase of 2.5% within the pay period from January 22nd to August 1st.

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

Motion made by Wagner and a second by Roberson to give Chief Teague a 2.5% increase as of today.

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

Staff Reports-

Town Administrator- Town Administrator Hunnicutt gave an update on permits issued. He noted that the road project that is grant funded must be paid upfront and could be an issue to pursue right now. He noted that he does not want to eliminate it but only wants to pump the brakes. He noted there will be 2 meetings in September and wanted to discuss a date to go over the budget. Kehoe recommends a budget workshop and 2nd reading of Ordinance O-23-10 be placed on a special meeting for September 15th. The meeting was set for 5:00pm on September 15th. He is working on updating the personnel policy and there was discussion regarding a charter amendment. Heather will investigate what can be changed without a referendum.

Mayor Kehoe noted that the town needs to make every effort to continue with the road project as the residents have been waiting years for new streets.

Town Clerk- Included in packet.

Police Department- Included in packet.

Code Enforcement- Included in packet.

Community development- Included in packet.

Public Works- Included in packet.

COUNCIL COMMENTS:

Vice Mayor Roberson noted that the committee president was present, and they now have their 501c and discussed using the chambers for meetings when not occupied. They were directed to get with Administrator Hunnicutt regarding use of the chambers.

ATTORNEY COMMENTS:

Attorney Maxwell had no comments.


ADJOURNMENT:

Motion made by Wagner to adjourn the regular at 7:36 PM. **Motion passed 4-0.**

ATTEST:


Brittney Sandoval Soto, Town Clerk


Michael Kehoe, Mayor


Steven Hunnicutt, Town Administrator

