



**Howey-in-the-Hills Town Council Meeting
Howey-in-the-Hills Town Hall
April 24, 2017 at 5:45 p.m.**

Call the Town Council Meeting of April 24, 2017 to order
Pledge of Allegiance to the Flag
Invocation
Roll Call

PRE-WORK SESSION 5:45 – 6:00 p.m.

CONSENT AGENDA

Routine items are placed on the Consent Agenda to expedite the meeting. If Town Council/Staff wish to discuss any item, the procedure is as follows: (1) Pull the item(s) from the Consent Agenda; (2) Vote on the remaining item(s); and (3) Discuss each pulled item and vote.

1. Minutes of the April 10, 2017 Town Council Meeting

NEW BUSINESS

2. Mid-Year Budget Review
3. Consideration and Approval of purchase of Black Mountain Cloud Hosting Module in the amount of \$1735.00
4. Discussion: Howey Mansion Utility Lien Reduction Request
5. Discussion: Propose Changing Street Lighting on Central Ave. and Lakeshore Blvd. to Light-Emitting Diode (LED) from Duke Energy. (Councilor Scott)
6. Discussion: Retail and Wholesale Wastewater Rates for All Customers (Councilor Conroy)
7. Discussion: Set Preliminary Budget Planning (Councilor Conroy)
8. Update: Town Hall Server (Councilor Conroy)
9. Discussion: O'Keefe Property (Councilor Conroy)

OLD BUSINESS

10. Update: Central Ave. Sewer Progress (Councilor Conroy)
11. Discussion: Job Description of Public Works Director

BOARD REPORTS

12. Library Board Minutes – None
13. Parks & Recreation Advisory Board Report & Minutes – None
14. Planning & Zoning Board Minutes – None

DEPARTMENT REPORTS

15. Code Enforcement/Police Department Report

16. Finance Report
17. Impact Fee Balance
18. Library Director Report – None
19. Public Services Report
20. Town Hall Report

MAYOR AND COUNCIL COMMENTS

PUBLIC COMMENTS

ADJOURNMENT

Please Note: In accordance with F.S. 286.0105: Any person who desires to appeal any decision or recommendation at this meeting will need a record of the proceedings, and that for such purposes may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based. The Town of Howey-in-the-Hills does not prepare or provide this verbatim record.

Note: In accordance with the F.S. 286.26: Persons with disabilities needing assistance to participate in any of these proceedings should contact Town Hall, 101 N. Palm Avenue, Howey-in-the-Hills, FL 34737, (352) 324-2290 at least 48 business hours in advance of the meeting.

**MINUTES OF THE HOWEY-IN-THE-HILLS TOWN COUNCIL MEETING
HELD APRIL 24, 2017**

Mayor Sears called the Pre-Work Session of April 24, 2017 to order at 5:45 p.m.

PRE-WORK SESSION 5:45 – 6:00 p.m.

Mayor Sears gave an update on the Central Ave. sewer project and said it will go out to bid in May. He said it will run from the gas station down to Lakeshore Blvd. on E. Central Avenue.

Councilor Mabry asked if the sewer would be connected to the Howey Market, Dr. Clark's office and Town buildings. **Mayor Sears** said he will obtain the costs and discussed the capacity fee from Central Lake Community Development District per Equivalent Residential Units (ERU). A lengthy discussion ensued regarding the sewer capacity fees.

Councilor Mabry said the construction at JB Boondocks looks nice.

Mayor Sears closed the Pre-Work Session at 5:58 p.m. and opened the regular Town Council Meeting at 6:00 p.m.

Mayor Sears led the Pledge of Allegiance to the Flag.

Public Services Supervisor Ernest led the Invocation.

Present: Mayor Sears, Councilor Conroy, Councilor Mabry and Councilor Scott.

Absent: Mayor Pro-Tem David Nebel (excused)

Also Present: Library Director Hall, Police Chief Thomas, Public Services Supervisor Ernest and Town Clerk Brasher.

CONSENT AGENDA

Minutes of the April 10, 2017 Town Council Meeting

Mayor Sears said page 2 should clarify that sewer would bring more value to an empty lot.

Councilor Mabry, seconded by Councilor Scott, moved to approve the Consent Agenda as corrected. Motion carried 4-0 with a roll call vote.

NEW BUSINESS

Mid-Year Budget Review

Mayor Sears gave detailed background on this agenda item.

Police Chief Thomas said he does not have enough money budgeted for the Reserve Officers and gave background. **Councilor Scott** said to add additional money to the Special Events line item to cover the Reserve Officers when they assist during special events.

Public Services Director Ernest said fire hydrants need replaced and gave background.

Councilor Scott asked about Wetland Monitoring and Mayor Sears said it is a requirement from St. Johns River Water Management District (SJRWMD).

Councilor Conroy asked if there will be a shortage in the Police Retirement Fund. **Police Chief Thomas** said there will be a \$19,000 increase next year.

Consideration and Approval of purchase of Black Mountain Cloud Hosting Module in the amount of \$1,735.00

Town Clerk Brasher gave detailed background on this item.

Councilor Conroy, seconded by **Councilor Mabry**, moved to approve the purchase of the Black Mountain Cloud Hosing Module in the amount of \$1,735.00. Motion carried 4-0 with a roll call vote.

Discussion: Howey Mansion Utility Lien Reduction Request

Mayor Sears referenced Town Clerk Brasher's Staff Report and gave details. A lengthy discussion ensued regarding this item.

Simon Ambrose, 307 W. Dupont Circle voiced his concerns as to why the Howey Mansion is being treated differently than other properties in Town.

Councilor Mabry, seconded by **Councilor Scott**, moved to authorize a reduction of the Howey Mansion balance for a not to exceed amount of 20% of the \$19,384.46. Motion carried 4-0 with a roll call vote.

Discussion: Propose Changing Street Lighting on Central Ave. and Lakeshore Blvd. to Light-Emitting Diode (LED) from Duke Energy

Councilor Scott gave detailed background on this item and said the cost is not much more than the Town is currently paying. He said Duke Energy is willing to work with the Town to update the lighting to LED.

Councilor Conroy asked if the lights being proposed are downward directional? **Mayor Sears** said they acorn style. **Mayor Sears** gave detailed background on the Franchise Agreement with Duke Energy. He further said they are dark sky style lighting helps minimize glare while reducing light trespass and sky glow. He suggested changing the lights on Lakeshore Blvd. first then replacing the lights throughout Town for consistency.

Discussion: Retail and Wholesale Wastewater Rates for All Customers

Councilor Conroy said the Town needs to develop wastewater rates and gave background.

Mayor Sears said there needs to be a global approach to the wastewater rates and discussed the current billing process for wastewater with the CDD.

Councilor Scott asked if there was an annual increase built in the rates for maintenance

issues. **Mayor Sears** said there is not on wastewater. A lengthy discussion ensued.

Discussion: Set Preliminary Budget Planning

Mayor Sears said it is a little early to begin the budget process but suggested setting the Budget Work Session dates.

Town Clerk Brasher said the Town Council needs to set the Tentative Millage Rate at the July 24th Town Council Meeting. **Mayor Sears** said he will have the department budgets and his budget to the Town Council at the July 10th Town Council Meeting. He said the reconfiguration of the budget will be held at the July 24th Town Council Meeting.

Department Budget Work Session Date: July 17th beginning at 7:30 a.m.

Update: Town Hall Server

Town Clerk Brasher gave detailed background on this item and said Town Hall needs a new IT Company who will help diagnose if a new server is needed or not. She said taking Black Mountain Software into the Black Mountain Cloud will help solve some of the continued problems with the server.

Discussion: O'Keefe Property

Councilor Conroy said he spoke with the O'Keefe's and they want to keep their lots.

Councilor Scott said no one wants the property developed as a park. **Public Services**

Director Ernest said Pubic Services does not want to maintain it as it is a retention basin.

OLD BUSINESS

Update: Central Ave. Sewer Progress

Mayor Sears said Booth, Ern, Straughan & Hiott, Inc (BESH) is waiting on approval from Florida Department of Environmental Protection and the bid packets will go out at the end of May.

Councilor Scott asked if there is a predetermined price to hook up to the wastewater.

Councilor Conroy asked for the cost to hook the Town buildings to wastewater. **Mayor Sears** said he hopes to have the costs in May

Discussion: Job Description of Public Works Director

Mayor Sears discussed the minor changes in the job description.

Councilor Conroy, seconded by Councilor Scott moved to appoint John Ernest as the Public Works Director. Motion carried 4-0 with a roll call vote.

BOARD REPORTS

Library Board Minutes – None

Parks & Recreation Advisory Board Report & Minutes – None

Planning & Zoning Board Minutes – None

DEPARTMENT REPORTS

Code Enforcement/Police Department Report – No comments

Finance Report – No comments

Impact Fee Balance – No comments

Library Director Report – None

Public Services Report - None

Town Hall Report – No comments

MAYOR AND COUNCIL COMMENTS

Mayor Sears – None

Councilor Mabry – None

Councilor Conroy – None

Councilor Scott asked about the status of the Town's five-year plan. **Mayor Sears** said the Capital Improvements Projects (CIP) were discussed in the last 90 days. **Councilor Conroy** said the CIP should be used for budget planning.

PUBLIC COMMENTS

Carinee Merritt, owner of a Little Bo-tique and Spa asked if the Town will have the wastewater hook up costs at the end of May. **Mayor Sears** said the Town received State Appropriations for the wastewater line going down E. Central Ave. to Lakeshore Blvd. He said it is not the Town's intention to increase the costs to the businesses in Town but to increase the Town's business and to spread the costs over time on a payment plan.

Ms. Merritt asked when the project will start and the time frame for the project to be complete. **Mayor Sears** said the project will start around July and will take up to 45 days to complete.

Ms. Merritt asked where the customers are to park during the construction project. **Mayor Sears** said the project will be an inconvenience but it is paramount to keep the businesses running. He discussed parking in the vacant lot during construction of the wastewater lines.

Ms. Merritt voiced her concerns with customers parking on SR19 since there have been five (5) vehicle accidents due to parking on SR19. **Mayor Sears** said he will address parking concerns at the pre-construction meeting. **Ms. Merritt** said her business has struggled for four (4) years due to parking issues.

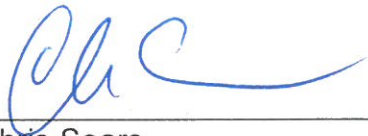
David Kilmartin, 128 E. Laurel Ave. said he was not able to open some of the agenda items on the website. **Town Clerk Brasher** said she would check into the problem and get it corrected. **Mr. Kilmartin** voiced his concerns with the cost of the boat ramp fees and suggested opening up the use of the ramp to everyone. **Mayor Sears** said the fee helps off set the maintenance and update of the boat ramp. *Note: The boat ramp is open to the public.

Mr. Kilmartin voiced his concerns with taking away the turnaround area at the boat ramp as


It will make it difficult to get boats in and out of the ramp. He recommend using a pay as you go system. He also recommend charging wastewater rates based on water usage.

Mr. Kilmartin asked the Town Council to look into a "no fly zone" around the lake as the planes fly low and he has safety concerns. **Police Chief Thomas** referred Mr. Kilmartin to the Federal Aviation Association (FAA) as they have national authority with powers to regulate all aspects of civil aviation, which includes the management of air traffic. **Police Chief Thomas** said he would provide the number of FAA to Mr. Kilmartin.

The meeting adjourned at 7:48 p.m.


Chris Sears

ATTEST:


Brenda Brasher, MMC
Town Clerk