

MINUTES OF THE HOWEY IN THE HILLS TOWN COUNCIL
HELD NOVEMBER 30, 2020

Mayor MacFarlane called the Town Council Meeting to order at 6:00 p.m.

Mayor MacFarlane led the Pledge of Allegiance to the Flag.

Roll Call

Present: Mayor MacFarlane, Pro-Tem Conroy, Councilor Nebel, Councilor Rick Klein, and Councilor Gallelli

Also present: George Lehning

CONSENT AGENDA

1. **The approval of the minutes and ratification and confirmation of all Town Council actions at the November 5, 2020 Town Council Work Session and November 9, 2020 Town Council Work Session**

Mayor Pro Tem Conroy moved to approve the October 26, 2020 Town Council minutes and Councilor Gallelli seconded.

Mayor Pro Tem provided correction to the miss spelling of Mr. Wood's name and MOP. Councilor Lehning requested a copy of the water rates that had been distributed for the November 5, 2020 workshop.

Roll call vote, passed unanimously.

NEW BUSINESS

Mayor MacFarlane and the Town Council thanked Councilor Nebel for all his efforts and those of his wife, Bonnie., in support of the Town and Citizens for these many years.

2. The Lake County Supervisor of Election certified that Seat 4 was won by George Lehning on November 3, 2020
3. Councilor George Lehning was sworn in.

The Members of the Town Council congratulated Councilor Lehning.

4. Discussion: Financial Report and Reserves

The Mayor reviewed the financial report with the Council and said that clarification was need for the credit in the Sanitation Account under the Water Fund. Councilor Conroy commented on the percentage of the revenue from ad valorem taxes and the reporting of the SRF load payments.

5. Discussion and Acton: Staffing

Mayor MacFarlane explained the challenge with Town Clerk Chinama. Ms. Chinama had not been to the office since November 9th and did not have a target date of return.

Mayor Pro-Tem Conroy moved to terminate Ms. Chinama from the position of Town Clerk for the Town of Howey-in-the-Hills, councilor Klein seconded the motion

Councilor Klein asked if she would be a candidate for assistant Clerk. The Mayor responded that Ms. Chinama did not have a date of availability. Councilor Gallelli said that it would double the training the Mayor would have to do.

No Public comments.

Roll call vote, passed unanimously.

6. Discussion and Action: Ordinance Review committee

Mayor MacFarlane said that the Council had approved the formation of an Ordinance Review Committee in 2019 when Mr. Alimenti, Mr. Tate, Ms. Miller and she reviewed the Parking Ordinance. Mayor Pro Tem Conroy asked for the scope of the work for the committee. Mayor MacFarlane is asking the committee to do two things: 1. review the Ordinances that conflict with the Town Charter and 2. identify the conflicts between the ordinances in Municode and the Fees and Fines Article. Councilor Lehning said that P&Z had worked on Ordinances with the Town Planner. Mr. Harowski stated that he is working on updates to the Land Development Code. Councilor Gallelli and Mayor Pro Tem discussed changing Ordinances so that include fees/charges would be moved to Resolutions to eliminate the cost of codifying each time fees/charges are needed.

The Committee should have 5 members. Applications are available in Town Hall and on Howey.org. The goal is to convene the committee in January 2021.

No Public comment.

7. Discussion: Drake Point.

The Mayor gave a brief on the activities that had occurred thus far. Mr. Harowski reviewed the project in this very early stage. Councilors Lehning and Gallelli commented on the request to have some 40-foot lots. Mayor MacFarlane and Mr. Harowski discussed the Town's demographics and that some retirees want smaller homes in great locations like Howey. The Councilors discussed the development agreement and things that the Town might include, a site for a new well with an interconnect valve to well 5, a golf cart path under SR 48. Mr. Harowski continued with the review of the preliminary development meeting and that this is planned to be an upper-ed community, the low-price range would start in the mid to upper \$300k. The Council should continue to define a list of what we want in the development agreement.

Public Comments – None

The Council returned to item 5 Discussion and Action: Staffing

The Mayor attempted to identify the major tasks/responsibilities of the Town staff by department by function to help visualize the scope of the staff/people we need. The Mayor asked the Council to consider a Finance Clerk, Town Administrator and parttime admin help.

Mayor Pro Tem supports the direction so that the Town retains the knowledge/expertise after the election of the Mayor. The Council discussed how we have the opportunity to define our destiny and continue to be "Howey". Councilor Gallelli confirmed that the town needs continuity and move to the 20th Century.

The Mayor asked for a Motion for the Mayor to provide job descriptions and salary guidelines.

Mayor Pro Tem Conroy moved to approve the creation of the job descriptions and salary guidelines for the Town Administrator and Finance Manager, Councilor Gallelli seconded

Public Comments – None

Roll call vote, passed unanimously.

REPORTS

The Mayor stated that she meant to remove department reports from the agenda. Mayor Pro-Tem said that we previously had the department reports at only one of the monthly meetings.

Town Hall – None

Finance – None

Police Department – Chief Thomas.

Public Services – None

Code Enforcement – Officer Brown -

Library – No comments

Town Attorney – No comments.

Council Members:

Mayor Pro-Tem Conroy –

Councilor Nebel –

Councilor Gallelli –

Councilor Klein

Councilor Lehning -

Mayor MacFarlane –

Public Comments –

ADJOURNMENT

Councilor ProTem Conroy moved to adjourn the meeting, seconded by Councilor Gallelli.
Motion passed unanimously.

Attendees: 6

The Meeting adjourned at 7:43 p.m.

ATTEST:


Mayor MacFarlane


R.H. Thomas
Chief of Police