



**MINUTES
TOWN OF HILLSBORO BEACH
REGULAR MEETING OF THE TOWN COMMISSION
NOVEMBER 05, 2012**

MONDAY

9:00AM

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

The Mayor called the meeting to order at 9:00 AM. The Town Clerk called the roll with the Commission members and staff present as listed below, followed by the Pledge of Allegiance.

Town Commission:

Mayor Dan Dodge
Vice Mayor Claire Schubert
Commissioner Jim Lambert

Commissioner Javier Garcia
Commissioner Dick Maggiore

Town Staff:

Town Clerk Jean-Marie Mark
Town Attorney D.J. Doody

Deputy Town Clerk Irene George
Chief Thomas Nagy

BOARD OF ZONING & APPEALS MEETING

Mayor Dodge opened the Board of Zoning & Appeals Meeting at 9:01 AM

1. **ZONING** **REDEVELOPMENT MANAGEMENT ASSOCIATES**
 - a. Ordinance No. 263 - Amending Chapter 12 Land Development Code - First Reading

Town Attorney Doody read into record by title only.

Mayor Dodge opened the meeting for public comments, with no one coming forward, Mayor Dodge closed this portion of the meeting at 9:02 AM.

Commissioner Maggiore made a motion to approve Ordinance No. 263 Amending Chapter 12 Land Development Code. Commissioner Garcia seconded the motion, which passed unanimously.

The Board of Zoning & Appeals meeting adjourned at 9:04 AM.

REGULAR TOWN COMMISSION MEETING

Mayor Dodge opened the Regular Town Commission meeting at 9:05 AM

1. **APPROVAL OF MINUTES**

Mayor Dodge asked if there were any additions or deletions to the minutes presented.

 - a. Minutes of the October 02, 2012 Regular Town Commission Meeting

Commissioner Garcia reported he found a spelling error and would forward the information to the Town Clerk.

Vice Mayor Schubert made a motion to approve October 02, 2012 minutes as amended. Commissioner Maggiore seconded the motion, which passed unanimously.

- b. Minutes of the October 08, 2012 Special Meeting

Vice Mayor Schubert made a motion to approve October 08, 2012 minutes as presented. Commissioner Garcia seconded the motion, which passed unanimously.

2. BUILDING DEPARTMENT

Mayor Dodge announced Building Official Julio Briceno is not here today and that there are no new updates.

3. CODE ENFORCEMENT

Mr. Chris Weatherdon, Code Enforcement reported it has been a quiet month and the complaints from last month are now all in compliance and there are no new complaints. Mr. Weatherdon

- 1223 Hillsboro Mile, Ocean Vista for stairs to the beach continue to be monitored.

3. FIRE SERVICES

Chief Brocato reported it was a quiet month with 10 fire calls and 12 ALS (Advanced Life Support) calls. Chief Brocato also reported he will be working on a car safety seat check program for next year and will coordinate with Town Hall for all public outreach programs.

5. CITIZEN COMMENTS – NON AGENDA ITEMS ONLY / ALLOTMENT OF 3 MINUTES PER PERSON

Mayor Dodge opened the meeting for citizen comments at 9:10 AM

- Ms. Heidi Berck of 1203 Hillsboro Mile expressed her disapproval on the extended balconies and questioned the approval of the ten additional feet to the north and south and the pool being built over the Coastal Community Line.
- Former Mayor Carmen McGarry of 1073 Hillsboro Mile stated she has always been a firm believer that any salary increase should be across the board for all employees. Ms. McGarry also would like to see the adjacent lot cleaned.

With no one else stepping forward, Mayor Dodge closed the citizen comments at 9:15 AM

6. CONSENT AGENDA

Commissioner Maggiore made a motion to approve the Consent Agenda as presented. Commissioner Garcia seconded the motion, which passed unanimously.

7. BEACH

a. Beach Renourishment

Town Attorney Doody stated he is working with GLD&D on the final payment and they had questioned two components; CSI (Coastal Systems International) invoices and the attorney's fees.

Ms. Christie Barrett of CSI stated once GLD&D has been paid, application can be made for the FEMA Grant

- b. Tri-City Project Update - See below
- c. Interlocal Agreement with the City of Boca Raton

Vice Mayor Schubert reported a not so favorable response was received from the City of Boca Raton relating to the interlocal agreement. The Town will need to approach DEP, since they

were fully expecting us to go forward with this study and would also reach out to the City of Boca Raton to see how they feel about working with together. Vice Mayor Schubert also suggested the Commission vote on the interlocal agreement and accept it even if the City of Boca Raton is not interested. This would only be symbolic. Vice Mayor Schubert reminded the Commission the joint venture and project would have provided more points to obtain funding but without the City of Boca Raton, there would be no chance of funding.

d. Hurricane Sandy

Vice Mayor Schubert reported potentially there is money out there for sand. CSI has provided a proposal to conduct a study to determine the amount of sand that was lost due to Hurricane Sandy.

Ms. Christie Barrett of CSI stated on October 31st an emergency final order was released which lessened some of the restrictions but the sand must be from an upland source and not from the existing beach. The cost of the study would be \$17,600 and there is a good potential to receive reimbursement from FEMA.

Vice Mayor Schubert spoke briefly about rebuilding the dunes and reminded the Commission last year there was a grant available for this but we would need to get the entire town involved. Vice Mayor Schubert requested the Town Clerk create a point of contact list for condominiums and single-family homes.

Commissioner Garcia requested CSI to provide a list of all grants available for the next meeting.

Vice Mayor Schubert made a motion to move forward with the Post Hurricane Sandy Storm Assessment for \$17,600. Commissioner Maggiore seconded the motion, which passed unanimously.

8. WATER

Mr. Jim Rabideau reported all the major equipment is currently onsite and the contractor is working on piping the pieces together. The work on the beach pump station began today, FPL has shut down all power and all new electrical equipment is being installed. The project is about 72% complete and will be partially online by the end of December. Landscaping will not be completed by the end of the year.

Mr. Rabideau reported CH2MHill is waiting to hear from Broward County regarding the permitting of the new sewer, which will cost approximately \$512. Mr. Rabideau also reported there is a request for another change order in the amount of \$62,653.28.

Mayor Dodge acknowledged the work Jim Rabideau and CH2MHill has done to get the project turned around and back on schedule.

Mr. Rabideau spoke briefly about the storage tanks and was asked to look into the cost of repairing or replacing of these two tanks.

9. FINANCE

a. Finance Update

Mr. Stephen Bloom of Severn Trent reported most departments came in under budget. The beach was over due to some additional projects. The Building Department was over due to

increase in activity and the reserve account is just under 3 million.

b. Grau & Associates Engagement Letter

Mr. Bloom provided a brief overview of the engagement letter received from Grau & Associates stating there is no cost increase and hopes to get the audit started in December and have a draft report to the Commission for the January meeting.

Vice Mayor Schubert made a motion to accept and approve the Grau & Associate Engagement Letter. Commissioner Garcia seconded the motion, which passed unanimously.

10. POLICE

a. Police Update

Chief Nagy reported on the following:

- No major damage due to Hurricane Sandy only a few road closures during high tide.
- The entire department was required to be tested for answering the phones in dispatching and was pleased to announce everyone had passed the test
- Buoys - there are 6 remaining, 10 recovered and 15 needs to be replaced
- Bocce Court has been re-surfaced
- Water Fountain will be installed shortly and commemorating plaque will be hung
- Decals for the new Water Department truck has been completed
- Town did well this turtle season based on the reports received from Fish and Wildlife
- CPR Training - all future CPR training will be conducted in-house
- Looking into new and replacement AED devices and currently searching for any grant opportunities
- Looking into different options on the purchase of new vehicles

11. ADMINISTRATION

a. Cost of Living Allocation (COLA) for employees

Commissioner Lambert stated some employees were told the COLA would be 3% but the paychecks showed there was only a 1.4% increase. He understands the Police Department is currently under a contract and also receives a step increase whereas the other departments do not receive any step increases.

After further discussion the Commission was in agreement on:

- Review policy and procedure for future pay increases
- Severn Trent to conduct a salary survey on the Water Treatment Plant and Administrative positions then create a salary range showing the minimum and maximum rate and step increases.

Commissioner Lambert made a motion to clarify a 3% COLA increase for all employees, acknowledging it may not be applied to the Police Department employees in light of the collecting bargaining unit. Commissioner Garcia seconded the motion, which passed 4/1 with Vice Mayor Schubert voting against.

Vice Mayor Schubert stated for the record, she voted against the wording of the motion not the increase.

b. CPR Training
See #10 (a) – Police Update

c. 2013 Meeting Schedule

Vice Mayor Schubert made a motion to change the July 2, 2013 meeting date to July 9, 2013. Commissioner Garcia seconded the motion, which passed unanimously.

Commissioner Garcia requested the Town Clerk to use the Google Calendar for all upcoming meetings.

Commissioner Garcia stated he still has not received the site map for the new website he had previously requested and asked the Town Clerk look into it.

Mayor Dodge reported progress has been made with the Plans Room and more space had been created and was recommending the administrative office purchase new furniture to better utilize the space and create a more professional atmosphere.

12. SANITATION/RECYCLING

a. Sanitation/Recycling Update

Commissioner Maggiore reported since changing to the new vendor, Choice Environmental Town Hall has received a lot of complaints as well as the Commissioners. Commissioner Maggiore emphasized and identified the following areas that need to be corrected

- Missed pickups that are not being handled in a timely fashion
- Need a contact person above Route Supervisor that answers their phone
- Pickup times need to be established and adhered to
- Lack of communication

Mayor Dodge stated he had expected some disruption but is greatly disappointed with the entire transition.

Mr. Oscar Viveros Route Supervisor was acknowledged by the Commission on his responsiveness and ability to work with the residents

Mr. John Lawson Regional General Manager Choice Environmental assured the Commission the communication and service will improve and confirmed the following:

- Pickup will be on Tuesday's and Friday's with recycling on Tuesday's
- Hours of service will be 8AM to 6PM

13. TRANSPORTATION

a. Re-designation of the Broward A1A Scenic Highway

Commissioner Garcia stated a study is needed to keep A1A designated as a scenic highway and the Metropolitan Planning Organization (MPO) is looking to the Town for financial support towards the study (\$30,000).

Mayor Dodge suggested Commissioner Garcia contact the Hillsboro Lighthouse Preservation Society and the Coast Guard.

14. CONSERVATION/ENERGY
a. Million Hour Volunteer Challenge

Commissioner Garcia stated initiatives through the Broward League of Cities for a million hour volunteer challenge and recommended anyone interested to register online and add their hours of volunteering.

Commissioner Garcia reported he had been in touch with Mr. Jarrett Smith and he will be attending the December meeting to provide a presentation on natural gas.

15. LEGAL
a. Redevelopment Management Associates - Letter of Agreement
Town Attorney Doody requested a corrected certificate of insurance showing the Town of Hillsboro Beach as the certificate holder be resubmitted.

Commissioner Maggiore made a motion to accept Redevelopment Management Associate Letter of Agreement. Vice Mayor Schubert seconded the motion, which passed unanimously.

Town Attorney reported the age discrimination case had been dismissed and requested the Commission call him directly with any questions.

Mayor Dodge reported the minutes from the August 7, 2012 special meeting were amended to include the following: "There was a general consensus to authorize Mayor Dodge to finalize the agreement with the Island House."

Vice Mayor Schubert made a motion to accept the amended minutes from August 07, 2012. Commissioner Maggiore seconded the motion, which passed unanimously.

COMMISSIONER'S COMMUNICATION - NON AGENDA ITEMS ONLY

Commissioner Maggiore suggested the Vice Mayor contact some residents to form a committee to assist with the beach.

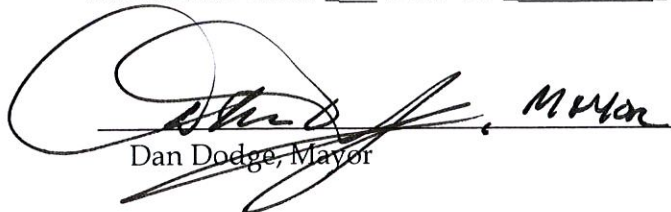
Commissioner Lambert inquired about the Island House Bridge.

Town Attorney Doody stated he hopes to have it finalized by the end of the week.

Having no further business, the meeting adjourned at 11:27 PM.

ADOPTED THIS 4th DAY OF December 2012.

By:


Dan Dodge, Mayor

ATTEST:


Jean-Marie Mark, Town Clerk