



**MINUTES
TOWN OF HILLSBORO BEACH
REGULAR MEETING OF THE TOWN COMMISSION
OCTOBER 01, 2013**

TUESDAY

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 - Absent
Commissioner Dick Maggiore

Town Staff:

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

Deputy Town Clerk Irene George
Chief Thomas Nagy

REGULAR TOWN COMMISSION MEETING

Mayor Dodge opened the Regular Town Commission Meeting at 9:00 AM and announced he would like to change the order of the agenda.

1. APPROVAL OF MINUTES

- a. Minutes of the September 10, 2013 Regular Commission Meeting
- b. Minutes of the September 18, 2013 Final Budget Meeting
- c. Minutes of the September 18, 2013 Special Meeting

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

Commissioner Lambert made a motion to approve all three sets of minutes as presented. Vice Mayor Schubert seconded the motion which passed unanimously.

Mayor Dodge announced his retirement from the Hillsboro Club and that he will also be resigning as Mayor effective October 20, 2013. Mayor Dodge thanked the Commissioners, staff and residents for their support.

Commissioner Chip LaMarca stated when he heard Mayor Dodge was retiring from the Hillsboro Club, he put together a proclamation. Commissioner LaMarca read into record the proclamation in its entirety recognizing Sunday, October 20, 2013 as Dan Dodge Appreciation Day. Commissioner LaMarca thanked Mayor Dodge for the work he has done for the Town of Hillsboro Beach.

Mayor Dodge introduced President Susan Starkey of the Broward League of Cities.

President Starkey stated it is sad news to hear of Mayor Dodge's upcoming retirement and thanked Mayor Dodge and the Commission for the opportunity to speak at the meeting. Ms. Starkey was elected as the 57th President in May and also spoke briefly about the various training and workshops hosted by the Broward League of Cities. Ms. Starkey also introduced Ms. Mary Lou Tighe, Executive Director of the Broward League of Cities.

Commissioner Garcia arrived at 9:14 AM

Mayor Dodge stated next we would hear from Chief Nagy.

Chief Nagy thanked Mayor Dodge and reported on September 19th there was an incident in the City of Pompano Beach where the individual came through Hillsboro Beach and ended up in the City of Deerfield Beach. One deputy was injured and Officer Robert Gianini unselfishly assisted the injured deputy out of harm's way. Chief Nagy presented the "Life Savings Award" to Officer Robert Gianini.

Chief Nagy also reported on the following:

- The on-site has been scheduled for November 4th, 5th and 6th and is confident the Town will be awarded the accreditation in February 2014
- A homemade boat is on the beach, one had drifted north to Deerfield. Staff is working on having this boat removed from the beach.

2. BUILDING DEPARTMENT

Mr. Julio Briceno provided a report to the Commission from Jeff Day, Code Enforcement. There were no questions or comments regarding the Code Enforcement Report. Mr. Briceno spoke in length about the new approved Bill #553.793 regarding low voltage permits and that alarm companies can apply for a permit, a sticker will be issued and the annual renewal fee is \$55.00.

Mr. Briceno reported there is an issue with the signage for 1160 Hillsboro Mile (Island House) and a variance may be required. Per the Code of Ordinance, no sign shall be permitted within 30' of the center line.

Mr. Joe Germano of 1160 Hillsboro Mile (Island House) provided a handout to the Commission, depicting the location of the original sign and drawing of the new sign. Mr. Germano stated the sign has been in place for over 40 years.

Town Attorney Doody inquired what the issues with the sign are.

Mr. Briceno stated the current sign is at 25' of the center line and the post is within code at 30'.

Town Attorney Doody stated this is a replacement.

Commissioner Maggiore made a motion to approve the replacement sign for 1160 Hillsboro Mile (Island House) as presented. Vice Mayor Schubert seconded the motion, which passed unanimously.

3. CODE ENFORCEMENT

Mr. Jeff Day was not present at the meeting, but had provided the following update:

- 15 maintenance inspections were performed and 6 were contacted and the property owners are starting the process of clearing their lots.
- Letters are currently being prepared for the other properties which will advise them have 15-days to comply.

4. FIRE SERVICES

Assistant Chief of Operations, Michael Cassano announced Chad Brocato had retired after

20 years of service and that there was nothing to report.

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

Mayor Dodge opened the meeting for public comments at 9:39 AM. With no one stepping forward, Mayor Dodge closed the public comments.

6. **CONSENT AGENDA**

Vice Mayor Schubert made a motion to approve the consent agenda as presented. Commissioner Lambert seconded the motion, which passed unanimously.

7. **BEACH**

Vice Mayor Schubert states she would like to schedule a brief second meeting this month to review and approve the contract for Coastal Planning & Engineer) and suggested mid month and prior to

After a brief discussion and review of the calendars, there was a general consensus to meeting on Monday, October 17th at 9:00 AM.

Commissioner Garcia stated he would like to see a policy in place on how to deal with small watercrafts that have washed up along the beach.

Mayor Dodge suggested we find out how other municipalities handle these situations.

8. **WATER**

Mr. Jim Rabideau stated on behalf of CH2MHill he wishes Mayor Dodge the best.

Mr. Rabideau reported he had prepared the Drinking Water Disbursement Request Form in the amount of \$2,233,322.26 and will leave the paperwork with the Town Clerk for Mayor Dodge's signature. There were a few pressure issues along the beach and commends Mike George and his crew for installing the recorder to identify where the points in town are with the low pressure. The emergency preparedness plan will be completed and reviewed with Mike and his staff.

b. **Chloramine or Chlorine Treatment**

Mayor Dodge stated last night's workshop went well and asked if anyone had any questions or comments.

Commissioner Garcia made a motion to have the Water Treatment Plant continue with the Chlorine Free process. Vice Mayor Schubert seconded the motion, which passed unanimously.

c. **Water Storage Tanks - Structural and Coating Integrity**

Mike George, Water Plant Superintendent reported that every 5 years EPA, DEP and the State conduct an inspection.

Commissioner Lambert spoke briefly about the bids already received and inquired if Mike was pleased with the company that had previously done the work.

Mike George stated the company that previously done the work did a good job and he was pleased.

Town Attorney Doody stated the Commission has the right to waive the procurement code.

Commissioner Lambert made a motion to move forward without going through a RFP. Vice Mayor Schubert seconded the motion, which passed unanimously.

Commissioner Lambert made a motion to accept the lower bid from Liquid Engineering at the rate of \$5985. Commissioner Garcia seconded the motion, which passed unanimously.

9. FINANCE

a. Severn Trent - Update

Mr. Stephen Bloom of Severn Trent provided a brief overview of the financials

- **General Fund** -Revenue is at 94% of the budget with about 99% of the taxes has already been collected. Also received \$1000 for the JAG grant. Expenses are at 89% which includes the unbudgeted bridge conveyance. Contingency of \$91,000 to be moved into reserves
- **Water Fund** - Expenditures are at 78% of the budget.

Vice Mayor Schubert spoke briefly about some maintenance work and lighting renovations for Town Hall and is also searching for grants.

Commissioner Lambert stated the monies should be put back into contingency keeping a small portion out for each area.

Commissioner Maggiore stated before any renovations take place in Town Hall the roof should be looked at. You don't want the roof leaks to cause more damage.

Mr. Bloom stated he has been working with a new FEMA coordinator and he is hoping to have his portion closed out this week. Mr. Bloom also reminded the Commissioner there are 2 loans outstanding. The note with Bank of America is for 17 years and the State Revolving loan is for 20 years. Mr. Bloom will be sending out an analysis later this week.

b. Audit Engagement Letter

Mr. Bloom spoke about Grau & Associates and the engagement letter. The firm is the same firm the Town has used for the last several years.

Commissioner Lambert made a motion to approve and accept the Engagement Letter from Grau & Associates. Vice Mayor Schubert seconded the motion, which passed 4/0 with Commissioner Garcia not present during the vote.

c. GA SB 45 Report

Mr. Bloom spoke briefly about the post employment report required every couple years.

Commissioner Lambert made a motion to approve the GA SB 45 Report. Commissioner Maggiore seconded the motion, which passed unanimously.

11. ADMINISTRATION

b. Water Policy

Mr. Bloom reported the recommended water policy was provided to the Town Attorney for review. There is approximately \$20,000 outstanding in delinquent but not too many accounts make up this balance. The policy will have Severn Trent staff send out delinquent notices at 30, 60 and 90 days.

Town Attorney Doody stated the statute allows the Town to turn off the water.

Mayor Dodge stated this policy is needed and he has reviewed it with Ken Cassell

Vice Mayor Schubert made a motion to approve the new water policy. Commissioner Maggiore seconded the motion, which passed unanimously.

c. 75th Anniversary

Mayor Dodge spoke briefly about some of the events that are being coordinated for next year's 75th Anniversary. There will be a dinner in April Commissioner Garcia is working on that; Beach Clean-Up day with a cook out Vice Mayor Schubert. Mayor Dodge stated he believed it's time to reach out to the multi-family units to see who would be interested in hosting an event.

Rhea Weiss stated will she look into whether Opal Towers would be able to host an event in mid February.

d. Lighthouse Tour

Mayor Dodge spoke about the Lighthouse and Keepers Cottage Tour scheduled for Monday, October 14, 2013. There would be a boat to shuttle people back and forth and the times would be at 9, 10 and 11 AM, 12 Noon and 1 PM. Residents can also park at the Hillsboro Club, but reservations are required.

12. SANITATION/RECYCLING

a. Sanitation / Recycling - Update

Commissioner Maggiore reported all is well with the service.

13. TRANSPORTATION

a. Community Bus - Update

Commissioner Garcia reported a copy of the current contract was forwarded to the Town Attorney for his review and believes the Town should be able to move forward with the current price.

b. Hillsboro Inlet Bridge

Commissioner Garcia reported he had received an email regarding the bridge closure which he will be forwarding to everyone.

Mayor Dodge stated he is scheduled to meet with Mayor Lamar Fisher this afternoon and possibly they may be asking for money towards the project.

Commissioner Lambert recalled resident Rene' Malis suggesting the Town pay \$10,000 based on the population.

Former Mayor Carmen McGarry of 1073 Hillsboro Mile stated she is very upset with the Commission not fighting to keep the bridge open.

c. Metropolitan Planning Organization (MPO)

Commissioner Garcia reported the MPO has scheduled a workshop on the Historic A1A Highway for October 14th and 15th and requested the Town Clerk to add this to the Town's website.

14. CONSERVATION/ENERGY

a. Town Hall

Vice Mayor Schubert reported she would like to see energy efficient lighting installed for Town Hall and is currently looking for grants to help with the cost.

15. LEGAL

a. Ordinance No. 265 – Sexual Predator Resident Prohibition – Second Reading

Town Attorney Doody read into record by title only.

Mayor Dodge opened the meeting for public comments and asked if there is anyone in the audience who wished to speak on this topic. With no one stepping forward, Mayor Dodge closed the public comments at 11:12 AM.

Vice Mayor Schubert made a motion to adopt Ordinance No. 265 – Sexual Predator Resident Prohibition.

b. Resolution No. 771 – Rules of Procedures

Town Attorney Doody read into record by title only

Vice Mayor Schubert made a motion to adopt Resolution No. 771 – Rules of Procedures

c. Resolution No. 772 – Beach Assessment

Town Attorney Doody read into record by title only

Vice Mayor Schubert made a motion to adopt Resolution No. 772 – Beach Assessment. Commissioner Lambert seconded the motion, which passed unanimously.

Town Attorney Doody expressed his appreciation for the work Mayor Dodge has done for the Town.

COMMISSIONER’S COMMUNICATION – NON AGENDA ITEMS ONLY

Vice Mayor Schubert reported she had attended the insurance workshop Senator Sachs’s had spoke about and received a wealth of information. Vice Mayor Schubert is currently working with Opal Towers with hopes of recreating another forum.

Commissioner Lambert inquired with the Mayor’s departure, what is the next step?

Town Attorney Doody stated under the charter the vacancy needs to be filled.

Commissioner Lambert made a motion to advertise the Commission vacancy via website, email blast, water bill mailing and to have this on the next agenda. Commissioner Garcia seconded the motion, which passed unanimously.

Commissioner Garcia stated he missed the Mayor’s announcement earlier in the meeting, but wanted to express his appreciation.

October 01, 2013

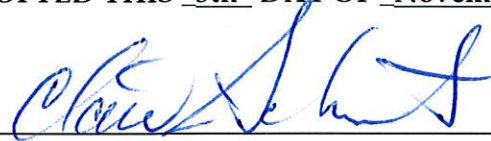
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Mayor Dodge stated it has been a privilege to work with everyone and that the Hillsboro Club has made him a life-time honorary member.

Having no further business, the meeting adjourned at 11:32 PM

ADOPTED THIS 5th DAY OF November 2013.

By:



Claire Schubert, Mayor

ATTEST:


Jean-Marie Mark, Town Clerk