

**TOWN OF INTERLACHEN
TOWN COUNCIL PUBLIC HEARING &
COUNCIL MEETING MINUTES
TUESDAY, APRIL 11, 2023 - 6:00 P.M.
DICKERMAN BUILDING**

CALL TO ORDER

Chairperson Carolyn Bennett called the Public Hearing to order at 6:00 p.m.

ROLL CALL

Council Members present were Chairperson Carolyn Bennett, Vice-Chairperson Carolyn Meadows, Beverly Bakker, Joni Conner, and David Yonts. Attorney George Young and Mayor Larsen were present also.

COUNCIL CHAIRPERSON – CAROLYN BENNETT

Chairperson Bennett welcomed all in attendance.

OPEN PUBLIC HEARING

Discussion and Consideration of the Planning Commission’s Recommendation for Land Use Change Case LU2023-1.

Ty Maxey, Project Manager from Florida Power & Light presented a presentation to the Town Council.

Mr. Maxey stated the proposal is for a Land Use Change from Residential Low to Commercial and a Rezoning from Residential (R-1) to Commercial (C-4) for 9.3 acres located at 1225 State Road 20.

The proposed use is for an outdoor staging and storage area, screened with opaque fencing and landscaped in accordance with the Town’s Zoning regulations. The proposed use abuts an existing electrical substation. The proposed use is compatible with the Town Comprehensive Plan and Zoning Ordinance and will not create excessive traffic, noise, odor, and low intensity use for public services. The benefits of the Land Use Change and Rezoning is it increases the flexibility of staging for post storm restoration activities and mitigates the risk of illegal use of the property.

The Town’s Planning Commission Board and Northeast Florida Regional Planning Council have recommended approval.

Council Member Meadows moved to approve the Planning Commission’s Recommendation for approval of Land Use Change Case LU2023-1. Council Member Connors seconded. Motion passed by a unanimous roll call vote of the Council.

Discussion and Consideration of the Planning Commission’s Recommendation for Rezoning Case LU2023-1.

Council Member Bakker moved to approve the Planning Commission’s Recommendation for approval of Rezoning Case RE2023-1. Council Member Yonts seconded.

Council Member Meadows inquired why the parcel was zoned Residential Low (R-1) when it had commercial properties, i.e., electrical substation, directly in front of the location.

The Clerk advised the Council that it had been zoned Residential Low (R-1) many years prior.

Motion passed by a unanimous roll call vote of the Council.

ORDINANCES:

Ordinance 2023-1: Small Scale Amendment to the to the Future Land Use Map.

By unanimous general consent Ordinance 2023-1 was read by title only.

Council Member Conner moved to approve Ordinance 2023-1. Council Member Yonts seconded. Motion passed by a unanimous roll call vote of the Council.

Ordinance 2023-2: Changes to the Official Zoning Map.

By unanimous general consent Ordinance 2023-2 was read by title only.

Council Member Meadows moved to approve Ordinance 2023-2. Council Member Bakker seconded. Motion passed by a unanimous roll call vote of the Council.

CLOSE PUBLIC HEARING:

The Public Hearing closed at 6:19 pm.

OPEN COUNCIL MEETING:

The Council Meeting was called to order at 6:19 pm.

COUNCIL CHAIRPERSON – CAROLYN BENNETT

Chairperson Bennett welcomed everyone present and hoped that everyone had a wonderful Easter and a good start to the Spring this year.

Mayor Larsen read a proclamation designating April 9-15, 2023, Telecommunication Week and Office Clerk, Angie Glisson shared a video created by Officer Ricardo Mendez regarding the same. The Town and Chief Wilburn presented several 911 Telecommunication Dispatchers from the Putnam County Sheriff’s Office with a cake in appreciation for the services provided to the Town of Interlachen’s community and our Interlachen Police Department.

COUNCIL DISCUSSION:

Discussion and Consideration of the S.J.R.W.M.D. Redi Grant Phase IV Contract.

Chairperson Bennett welcomed Mr. Kellen Lindsey, Senior Project Director from Mittauer & Associates, Inc., to the podium to address the S.J.R.W.M.D. Redi Grant Phase IV Contract.

Mr. Lindsey advised this is a contract that we have been waiting on for the funding for eleven months. The funding was announced in May 2022 from the Water Management District, and funding was received in late March 2023, pending your approval. We are currently out for bid for the project and will be opening the bids on May 2, 2023. They had initially requested a grant amount of \$500,000.00 which was the maximum request amount but was allotted \$523,600.00 for the project instead. The scope of the project is replacing water mains and implementing fire hydrants and valves in the areas of State Road 20 along Stock Avenue, Long Avenue, Cherokee Drive and Mirror Lake Drive. It is his recommendation to approve the S.J.R.W.M Redi Grant Phase IV Contract.

Council Member Bakker moved to approve the Redi Grant Phase IV Contract. Council Member Conner seconded. The motion passed by a unanimous voice vote of the Council.

Discussion and Consideration of approval of Mittauer & Associates C.D.B.G. Contract.

Mr. Lindsey presented the engineering servicing agreement contract to develop various improvements for the Town. Those improvements include upgrades to air components air compressor at Grassy Lakes Water Plant, installation of altitude valve at Tremont Water Plant and three pressure reducing valves at different connection points within water system to allow for interconnectivity during fire events to improve redundancy. The other portion of the scope is new paving and repaving in the area of Grassy Lakes. The services being provided for in the contract include preliminary engineering, preliminary planning, planning, basic engineering, signed and sealed specification, part-time RPR and additional engineering (surveying, permitting, DOT and DEP permitting, start up manual and OEM manuals for various components for water plants).

Council Member Conner moved to approve Mittauer & Associates C.D.B.G. Contract. Council Member Yonts seconded. Motion passed by a unanimous voice vote of the Council.

Mr. Linsey mentioned in closing that the Pineview Cemetery Paving Project is just about completed, and the contractor has just a couple cleanup items to complete and it will be closed out.

Discussion and Consideration of Fred Fox Enterprises, Inc. C.D.B.G. Contract.

The Clerk advised this was the only bid which was received. The Town has worked with Fred Fox Enterprises, Inc. many times on grant projects. Their fees are \$48,000.00 for this project. Fred Fox Enterprises helps the Town stay in compliance with DEO.

Council Member Bakker moved to approve Fred Fox Enterprises C.D.B.G. Contract. Council Member Yonts seconded. Motion passed by a unanimous voice vote of the Council.

Discussion and Consideration of Approval of the Resignation of Clay Dzioba From the Planning Commission.

Council Member Meadows moved to approve the resignation of Clay Dzioba from the Planning Commission. Council Member Conner seconded. Motion passed by a unanimous voice vote of the Council.

Discussion and Consideration of Approval of the Appointment of Ronald Baxter to the Planning Commission.

Council Member Conner moved to approve the appointment of Ronald Baxter to the Planning Commission. Council Member Bakker seconded.

Council Member Bakker inquired as to what time the Planning Commission meetings began. The Clerk advised it is to begin at 7:00 pm.

Council Member Meadows asked if Ronald Baxter was present tonight. Chairperson Bennett advised that he was not. Council Member Meadows stated that she noticed his application shows he is a hazmat manager and that will be a good person to have on the board.

Motion passed by a unanimous voice vote of the Council.

Discussion and Consideration of a Community Bulletin Board. Joni Conner

Council Member Conner stated that she had spoken to Deputy Town Clerk Pam Glover about a Community Board in front of the Town Office. She would like to see one that is similar to the Interlachen Community Center, and it will not be for items for sale but will only be for community events.

The Clerk asked if it would be enclosed under glass. Council Member Conner confirmed that it would be and also locked. She stated all items must be approved by the Town Office staff prior to being put on the bulletin board.

The Clerk stated that the Town has a community bulletin board at the Post Office that is not being utilized and could possibly be relocated to the Town Office for this project.

Council Member Bakker requested it be placed at the front of the building so that it would be visible to the public.

Council Member Yonts moved to approve the Community Bulletin Board. Council Member Conner seconded.

Motion passed by a unanimous voice vote of the Council.

RESOLUTIONS:

Resolution 2023-2; Occupational License Fees.

This agenda item was tabled.

ORDINANCES:

Ordinance 2023-3: Business Regulations.

This agenda item was tabled.

CONSENT AGENDA:

The consent agenda was approved by unanimous general consent.

EMERGENCY ITEM:

Cleaning, Inspection and Repairs for Tremont Water Plant.

Maintenance Supervisor Richard Glover stated that he had been trying to obtain quotes on repairs, cleaning out and inspection for the elevated Tremont Water Plant since February. The Town has contacted previous companies it has used and tried to locate companies near our location, but they have either gone out of business or are out of state. He stated he has obtained one full quote, and two partial quotes. He is recommending to the Council to accept the quote from Southern Corrosion because it was the only full quote, he was able to obtain, and they would oversee the entire project.

Attorney Young recommended that the Town advertise in the newspaper per the Purchasing Ordinance which is a requirement for quotes \$20,000-over.

Council and Mr. Glover accepted recommendation of Attorney Young.

COUNCIL COMMENTS:

Council Member Bakker advised that a large family / friend group was playing all day at Dowda Park. Thanks to Maintenance Department for maintaining the park so that they could enjoy it.

Council Member Conner thanked the Glovers, Buck Griffis and Council Member Bakker for their assistance with the Chili Cook-off. There were thirty door prizes and twelve entrants. Jason Matchett with Lion's Club had their Easter egg hunt and it was nice. The Events Committee is looking to host a Fall Festival.

Council Member Meadows would like to work on the event dates so that the Town does not have conflicting events with surrounding communities. She asked Attorney Young the status of the Brush Store. The Clerk advised her that it will go before the special magistrate soon for the fine and lien hearing. The Town has not received any request for zoning letters.

Council Member Yonts agreed with Council Member Meadows regarding working on event dates but is enjoying seeing the Town having events and people participating.

MAYOR’S COMMENTS:

Mayor Larsen stated that he is happy to be home. He just returned from a two week “honeymoon” trip from Israel.

DEPARTMENT HEAD COMMENTS:

Chief Wilburn stated that he is glad to see everyone. He is glad that the Mayor and everyone is well.

Town Clerk, Joni Payne thanked the Events Committee and the great job they did on the Chili Cook-Off.

Maintenance Supervisor Richard Glover had no comments.

ATTORNEY COMMENTS:

Attorney Young stated that doesn’t have any business comments. He is the president of the Palatka Babe Ruth Board. On April 1st, they had a large family day and had the Interlachen J.R.O.T.C Color Guard do raising the Colors for the National Anthem. They did a phenomenal job.

PUBLIC COMMENTS:

No comments

ADJOURNMENT:

The meeting adjourned at 7:08 pm.