

**TOWN OF INTERLACHEN
TOWN COUNCIL MEETING MINUTES
TUESDAY, DECEMBER 12, 2023 - 6:00 P.M.
DICKERMAN BUILDING**

CALL TO ORDER

Chairperson Carolyn Meadows called the meeting to order at 6:00 p.m.

Chairperson Meadows led the pledge and Mayor Larsen gave the invocation.

ROLL CALL

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

COUNCIL CHAIRPERSON – CAROLYN MEADOWS

Chairperson Meadows welcomed everyone and stated that she is thankful and honored for the opportunity to serve the community. She feels that the council tries to make decisions to better our town, but sometimes the law determines the decisions that the council has to make. She is honored to be the chairperson for this year and to have another term on the Town Council.

COUNCIL DISCUSSION:

Discussion and Consideration of New York Street Project.

This item was tabled.

Discussion and Consideration of Cyber Security Training.

The Clerk advised the Council that this training is a new law required by the State to protect from cyber-attacks, including ransomware. This is an annual training that is required by anyone using government computers. She thought that January would be a good start date and a way to remember the training each year. Angie Glisson, Office Clerk for the Town, will be the point of contact to assist with the training. The training is in four modules.

Council Member Conner inquired how long each module would take and if they were online.

The Clerk advised the training is online and the modules take about an hour each and are self-paced.

Chairperson Meadows reconfirmed the training would start in January.

Discussion and Consideration of Historical Society Lease Agreement.

Attorney Young stated once the Historical Society had received the letter advising to vacate the premise with a certain time and provide a list of property, they thought belonged to them, their attorney responded with a request wanting to now sign a lease agreement, which is what the Town had requested several months ago. Attorney Young advised the Historical Society's attorney that he would take the lease agreement back before the Council for direction.

Council Member inquired what is the difference between a lease agreement and a contract.

Attorney Young explained the difference between a lease agreement and contract. He advised there is better protection for the Town with a lease agreement and if this lease agreement is approved it will terminate in nine months.

Council Member Conner requested that paragraph 4, the last sentence regarding the restrooms and elevator stating “Lessee shall not restrict the public use of the restrooms or the elevator” be in bold capital letters due to having issues in the past.

Council Member Conner moved to approve as amended the Historical Society Lease Agreement. Council Member Bakker seconded as amended. The motion passed by a unanimous voice/vote of the Council.

Discussion and Consideration of State of Florida Department of Commerce Memorandum of Agreement.

The Clerk stated that this is an agreement we have to have with the State of Florida. This will address the REDI communities, which are rural and typically lower income. This agreement will open the door for more funding. On page 5, an appointed official and a non-profit (point of contact) needs to be selected. The Clerk advised she would be the point of contact until the Town has an appointed non-profit organization representative.

Mayor Larsen advised he would be the appointed contacted.

Chairperson Meadows advised she would Mayor Larsen’s substitution if he was unable to attend with Council Member Conner as her substitute.

Council Member Bennett moved to approve the Agreement and accept the appointment Mayor Larsen as the elected representative with Chairperson Meadows and Council Member Conner as his substitution, and The Clerk as the point of contact until the Town has an appointment for a non-profit representative. Council Member Bakker seconded. The motion passed by a unanimous voice/vote of the Council.

Discussion and Consideration of Moving the Caboose.

Council Member Conner stated that she and Commissioner Larry Harvey had researched moving the Caboose to make it more of a part of the events by reversing its position to the other side of the pavilion. Council Member Conner will research the cost and logistics of moving the Caboose.

Discussion and Consideration of Code Enforcement Update.

The Clerk stated that she has gone through the code enforcement case files. She requested additional time to get more information together for a code enforcement/zoning workshop. She suggested to temporarily appoint The Clerk and/or staff as the code enforcement officer. She also suggested to allow Putnam County Code Enforcement to assist in cases where there are unsafe structures during this time.

Chairperson Meadows requested an update on 201 Commonwealth Avenue.

Attorney Young advised that Mayor Larsen just signed the complaint, and it will be filed tomorrow.

Council Member Yonts moved to approve The Clerk as the acting Code Enforcement Officer with the authority to designate. Council Member Bennett seconded . The motion passed by a unanimous voice/vote of the Council.

Discussion and Consideration of Upcoming Community Events.

Council Member Conner stated that the following events are being planned:

January 13th - Pet Adoption at 11AM-3PM

January 19th – Arbor Day at 12PM ~ Honoring Mayor and Mrs. Larsen with the Garden Club providing the food

February 17th – Chili Cook-Off

TBA March – Concert at the Caboose

CONSENT AGENDA:

The consent agenda was approved by unanimous general consent. Chairperson Meadows noted that the new zoning report had been added to the consent agenda.

COUNCIL COMMENTS:

Council Member Bakker stated the Christmas Celebration was wonderful and thank you to all that helped out with the Council float. She wished everyone a Merry Christmas and Happy New Year.

Council Member Bennett regretted missing the Christmas Celebration, loves the decorations at the Town office, wished everyone a Merry Christmas.

Council Member Conner apologized for not recognizing Judy Costanzo for all her assistance with the Fall Festival and presented her with an official/unofficial "Town of Interlachen Photographer" name badge because she is always taking pictures for the events.

Council Member Yonts enjoyed the Fall Festival and the parade seemed to have a larger turnout and more activities. It was a good job.

Chairperson Meadows wanted to thank everyone that participated in the parade. She thought that the Town Public Works float was adorable and was great.

MAYOR'S COMMENTS:

Mayor Larsen stated that he regretted missing out on the Christmas Celebration due to illness. He is feeling better and wished everyone Merry Christmas and Happy New Year.

DEPARTMENT HEAD COMMENTS:

Town Clerk, Joni Payne stated that the Florida Power & Light's lighting project should be happening mid-January. It was nice to see the Council in the parade and involved in the Christmas Celebration.

Chief Wilburn stated that the parade was great. He does have a concern about someone getting hurt with it being dark, and the candy being thrown from the floats. He is thankful no one was injured. He advised that Officer Mendez will be leaving the agency at the end of December and he has someone he is processing now to fill his position. There will still be one position available after this hire. He also appreciates the office staff for their assistance. He also wanted to recognize the new owner of 104 Dickens Street, Dennis Bogden, for how he has cleaned up the property and it almost looks like a brand new house.

Jason Smith with Public Works filled in for the Maintenance Supervisor. He stated that the pipes for the grants have been installed in Mirror Lake Dr. area and are now waiting for the meters to be installed. The feeder line has been installed on N. Long Avenue and Stock Avenue.

CITIZEN COMMENTS:

No comments.

ATTORNEY COMMENTS:

Attorney Young had no comments.

ADJOURNMENT:

The meeting was adjourned at 6:45 pm.