

TOWN OF ST. LEO
REGULAR COMMISSION MEETING
November 12, 2012
7:00 PM

OPENING Mayor Hamilton

INVOCATION AND PLEDGE OF ALLEGIANCE – Mayor Pro Tem DeWitt

ROLL CALL Donna DeWitt, O.S.B. – Mayor Pro Tem
Richard Christmas – Commissioner
William E. Hamilton, - Mayor
John “Jack” Gardner – Commissioner
Robert Courtney – Commissioner, absent

STAFF Joan Miller - Town Clerk
Patricia Petruff, Esquire - Attorney

GUESTS James Hallett, OSB
Jacqueline Bayliss

MINUTES **MOTION: TO APPROVE THE MINUTES OF THE COMMISSION MEETING ON OCTOBER 08, 2012.**
MOTION BY: Commissioner Christmas
SECOND: Commissioner DeWitt
Discussion.
VOTE: Unanimous for Approval, 4/0

EXPENSES AND BUDGET REVIEW

MOTION: TO ACCEPT FINANCIAL REPORT DATED NOVEMBER 12, 2012.
MOTION BY: Commissioner Gardner
SECOND: Commissioner Christmas
VOTE: Unanimous for Approval, 4/0

MAYORS REPORT

Pasco Prodigy Mayor Hamilton introduced Jacqueline Bayliss, Site Manager, Pasco Prodigy. Ms. Bayliss thanked the commission for allowing the young adults art display to be exhibited at Town Hall. The Prodigy program works with at-risk youth between the ages of 7 and 17. The exhibit features art that engages students in developing effective communication and interpersonal skills. Varied artistic mediums including traditional visual arts as well as digital media were included.

COMMISSION REPORT

Grass Carp Commissioner Christmas said that Terry Schrader is continuing the process to obtain permits.

Building Inspection and Plan Review Service

Commissioner Gardner said that six bid packages have been received. A report will be given at the December meeting.

ATTORNEY REPORT

SLU Resolution 11-06 TUP

Res 11-06 TUP expires on 12/31/2012. As stated in the resolution and previously accepted and understood by SLU, a single six month extension can be requested and potentially be approved at a public meeting. A request has not been received for either an extension or site plan review as of today. In order for the buildings to become considered as permanent, a site plan approval must be considered during a public hearing and meeting. Frank Mezzanini has stated that this procedure is unfair, timely, expensive, and he is being singled out to conform to the resolution. Mayor Hamilton asked Attorney Petruff to send Mezzanini a reminder that action is required.

Bright House Networks Bond Release

A letter from Bright House has been received requesting for release from and return of a Travelers issued Franchise Bond No. 104005926 in the amount of \$10,000. Attorney Petruff reviewed the documents and determined that the bond no longer needs to be retained by the Town.

MOTION: TO APPROVE THE RELEASE OF THE TRAVELERS CASUALTY AND SURETY COMPANY FRANCHISE BOND NO. 104115926.

MOTION BY: Commissioner Christmas

SECOND: Commissioner Gardner

Discussion.

VOTE: Unanimous for Approval, 4/0

National Flood Insurance Program

The St. Leo area is in two flood basins, Cypress Creek and the Duck Lake basins. The Duck lake Basin will be studied in detail at a future date as more money becomes available. Town Commissioners should consider retaining a consultant on behalf of the Town and it is possible that impact fees or other restricted funds can be used to cover this cost. As the maps become available for public review town residents and commissioners are encouraged to attend public hearings. There are a few consultant firms that have been contacted to determine interest and specialty in this type of work.

Synthetic Drug Ordinance

Pasco County adopted a Synthetic Drug Ordinance which includes the Town of St. Leo. If we do not want the ordinance enforced then we would need to have our own ordinance covering this topic. The commission decided to not move forward.

Pasco County Proposed Utility Ordinance

This ordinance will only affect right of ways within the town of St. Leo that might be owned by Pasco County such as part of Wichers Road and possibly a portion of Dunne Road.

Fire Code Violations

A letter has been written by Kerry Barnett to Frank Mezzanini discussing Kerry's discontent in the lack of progress Saint Leo University has made to remedy life safety issues. Mr. Barnett requests the town to create an enforcement mechanism, so that if a violation has not been remedied in a reasonable amount of time, an automatic fine could be administered. Inspections and re-inspections occur every month and some issues are repeatedly not being acted upon. The SLU kitchen hood will be red tagged tomorrow, and violations must be corrected within 7-10 business days or it will be shut down.

It is up to each jurisdiction to give citation authority within each town. Attorney Petruff was directed to deliver a draft ordinance at the December meeting.

Holy Name Monastery Concept Plan and Zoning

The Holy Name Monastery is considering relocation on a Wichers road parcel currently zoned Agricultural. The concept plan includes residences, offices, and a chapel.

The town would not be able to call this a single family residence due to the extensive uses noted on the concept plan. Several options are available as noted in the memo from Jan Norsoph. We could also change the zoning of the entire parcel (or just a portion) to institutional to then be reflected on both the zoning maps and within the comp plan. This could be a town or Benedictine initiated action. There would be planner and attorney costs incurred. All commissioners were in favor of the town initiating the process.

A pre-application meeting with the Town Attorney, Town Planner, Town Clerk and Engineer representing the Monastery will be scheduled within the next few weeks.

CLERKS NOTES

MAP The MAP meeting on November 1st NPR was attended by Andrea Calvert and Clerk Miller.
Tablets Samsung Galaxy tablets have been ordered.
Flag Pole A flagpole was installed and new flags are in route.

UNFINISHED BUSINESS

Animal Control Pasco County Animal fees to be adopted are not an issue at this time.

NEW BUSINESS

Commissioner Christmas

Commissioner Christmas announced his resignation as commissioner (Seat #3), after over 17 years of municipal service to the Town. Tonight is his last meeting.

ADJOURNMENT

MOTION: TO ADJOURN MEETING AT 8:10 P.M.

MOTION BY: Commissioner Christmas

SECOND BY: Commissioner Gardner

Discussion.

VOTE: Unanimous for Approval, 4/0

Respectfully, Joan Miller, M.M.C.