

**TOWN OF ST. LEO
REGULAR COMMISSION MEETING
MAY 13, 2013
7:00 PM**

OPENING Mayor ProTem DeWitt

INVOCATION AND PLEDGE OF ALLEGIANCE – Commissioner Hallett

ROLL CALL Donna DeWitt, O.S.B. – Mayor Pro Tem
James Wells – Commissioner Elect
James Hallett, O.S.B. - Commissioner
Robert Inslee – Commissioner Elect
John “Jack” Gardner – Commissioner

STAFF Joan Miller - Town Clerk
Patricia Petruff, Esquire – Attorney
Andrea Calvert – Assistant Town Clerk

GUESTS Approximately 35 people attended including Lake Jovita non-residents,
Town residents, Saint Leo University employees and San Antonio
residents

SWEARING IN OF NEW COMMISSIONERS

James Wells and Robert Inslee were each sworn into office by Clerk
Miller.

REORGANIZATION OF TOWN COMMISSION

MAYOR Mayor ProTem DeWitt requested nominations for Mayor.

**MOTION: TO NOMINATE JOHN (JACK) GARDNER AS MAYOR
FOR A TERM OF ONE YEAR.**

MOTION BY: Commissioner Inslee

SECOND BY: Commissioner Hallett

The Mayor ProTem asked if there were any other nominations.
No further nominations were made.

MOTION: TO CLOSE THE NOMINATIONS FOR MAYOR.

MOTION BY: Commissioner Wells

SECOND BY: Commissioner DeWitt

No discussion.

VOTE: Unanimous for approval, Adopted 5/0

Motion on the floor.

MOTION: TO APPROVE THE NOMINATION AND APPOINTMENT OF JOHN GARDNER AS MAYOR FOR A TERM OF ONE YEAR.

Discussion.

VOTE: Unanimous for approval, Adopted 5/0

MAYOR PRO TEM

Mayor Gardner requested nominations for Mayor Pro Tem.

MOTION: TO NOMINATE ROBERT INSLEE, AS MAYOR PRO TEM FOR A PERIOD OF ONE YEAR.

MOTION BY: Commissioner Wells

SECOND BY: Mayor Gardner

Mayor Gardner asked if there were any other nominations.

MOTION: TO NOMINATE JAMES HALLETT, AS MAYOR PROTEM FOR A PERIOD OF ONE YEAR.

MOTION BY: Commissioner DeWitt

With no second to the motion, the motion dies.

MOTION: TO CLOSE THE NOMINATIONS FOR MAYOR PROTEM.

MOTION BY: Commissioner Gardner

SECOND BY: Commissioner Wells

VOTE: Adopted 4/1, DeWitt-Nay vote

Motion on the floor.

MOTION: TO APPOINT ROBERT INSLEE AS MAYOR PROTEM FOR A TERM OF ONE YEAR.

Discussion.

VOTE: Unanimous for approval, Adopted 5/0

ATTORNEY, CLERK AND PLANNER

Discussion.

Commissioner Wells asked the commission to consider delaying the reappoints of town staff by 30 to 60 days.

Attorney Petruff read the Town Charter, Section 3.06 which states that these appointments occur at the organizational meeting.

Discussion continued.

MOTION: TO TABLE THE APPOINTMENT OF TOWN STAFF FOR A MINIMUM OF THIRTY DAYS UNTIL JAMES WELLS (AND OTHERS) HAS AN OPPORTUNITY TO REVIEW THIS AND REVIEW THE STRUCTURE, THE SCOPE OF WORK, THE CONTRACTS THAT THE OUTSIDE PEOPLE ARE WORKING UNDER AND TO FAMILIARIZE HIMSELF WITH EXACTLY WHAT HE IS APPROVING.

MOTION: Commissioner Wells

SECOND: Commissioner Inslee

Discussion.

VOTE: Motion lost 3/2, Nay – DeWitt, Hallett, and Gardner

Mayor Gardner recommended the reappointment of the Town Clerk, Joan Miller.

Commissioner Wells asked to vote on the staff as a block instead of individually. Discussion.

Mayor Gardner recommended the reappointment of the Town Clerk, Joan Miller, Town Attorney, Patricia Petruff of Dye, Deitrich, Petruff & St. Paul, P.L., and Town Planner, Jan Norsoph of Engelhardt, Hammer and Associates for a period of one year.

MOTION: TO APPROVE THE REAPPOINTMENT OF TOWN CLERK, JOAN MILLER, TOWN ATTORNEY, PATRICIA PETRUFF OF DYE, DEITRICH, PETRUFF & ST. PAUL, P.L., AND TOWN PLANNER, JAN NORSOPH OF ENGELHARDT, HAMMER AND ASSOCIATES FOR A PERIOD OF ONE YEAR.

MOTION BY: Commissioner Gardner

SECOND BY: Commissioner Inslee

Discussion.

VOTE: Unanimous for approval, Adopted 5/0

MINUTES

MOTION: TO APPROVE THE MINUTES OF THE COMMISSION MEETING HELD ON APRIL 08, 2013.

MOTION BY: Commissioner Hallett

SECOND: Commissioner DeWitt

Discussion.

VOTE: Unanimous for Approval, 5/0

EXPENSES AND BUDGET REVIEW

**MOTION: TO ACCEPT FINANCIAL REPORT DATED
MAY 13, 2013.**

MOTION BY: Commissioner Hallett

SECOND: Commissioner Wells

Discussion.

VOTE: Unanimous for Approval, 5/0

COMMISSIONERS REPORT - none

ATTORNEYS REPORT

Pasco County Gas Tax

Pasco County is presenting an ordinance to extend the tax for another thirty years. The methodology of how the money is divided has changed. If anyone would like to make comments to the County they can go to the Pasco County meeting on May 21, 2013.

Commissioner Wells will investigate this ordinance and work with Clerk Miller to determine if further action by the Town will be necessary.

Attorney Petruff will send information about recent State Legislative action that impacts local governments. She will prepare a summation memo to the Clerk's Office which will then be shared with the commission.

**MOTION: TO DIRECT ATTORNEY TO CREATE A
SUMMATION OF RECENT LEGISLATIVE ACTION THAT
IMPACTS THE TOWN OF ST. LEO.**

MOTION BY: Commissioner Inslee

SECOND BY: Commissioner Wells

Motion died. (A motion is not required to direct staff)

CLERKS REPORT

SLU Temporary Use Permit Request for Approval

This event is a training class for people that present fireworks events. Fireworks will be exploded in the afternoon as part of the class.

**MOTION: TO APPROVE THE TEMPORARY USE
APPLICATION FOR A FIREWORKS TRAINING EVENT WITH
FIREWORKS TO BE HELD AT SAINT LEO UNIVERSITY ON
MAY 18, 2013.**

MOTION BY: Commissioner Inslee

SECOND BY: Commissioner Wells

Discussion - none

VOTE: Unanimous for Approval -5/0

Flood Map Modernization

Preliminary copies of the Flood Insurance Rate Map (FIRM) and flood Insurance Study (FIS) report are in the Town Hall lobby. A public outreach meeting in our area will be held on June 26th at Saint Leo University. Citizen input is requested. Town property owners will be notified by the Town by mail, on our Town website and by the Lake Jovita Homeowners Association.

ECT Engineering associates are eager to meet with each commissioner to educate them on this subject. The Clerk will attempt to facilitate having this meeting on the same date and timeframe as of the meeting with Attorney Jake Varn (representing the Iafrate family).

Vision 2017 This was a Saint Leo University event attended by Mayor Hamilton, Clerk Miller and many Lake Jovita Subdivision residents.

10 Year Water Supply Plan

This plan is required by statute to be included in the Town Comprehensive Plan. An ordinance is being prepared for a public hearing and first reading at the June meeting. The final reading and public hearing will be held in July.

OLD BUSINESS

Recognition of Service

Mayor Gardner presented plaques to Commissioner Courtney and to Mayor Hamilton in appreciation for their years of service to the Town.

Reclaimed Water Pond

Commissioner Wells requests an update from the Town Planner regarding the Reclaimed Water Pond. He questioned the process that has brought this project to the present status, particularly landscaping details and dates of approval.

MOTION: TO REQUEST THAT THE PLANNER PROVIDE AN UPDATE REGARDING THE RECLAIMED WATER POND AND THE TREE REPLACEMENT/LANDSCAPING PLAN AS SOON AS POSSIBLE.

MOTION BY:

Commissioner Wells

SECOND BY:

Commissioner DeWitt

Discussion.

Vote:

Unanimous for approval 5/0

Discussion. Photographs taken by Mr. Inslee and Mr. Wells were entered into Town files.

NEW BUSINESS

Ronnie Deese – President of Lake Jovita Subdivision

Mr. Deese gave a presentation giving his opinion based on individual records he requested from the Town. His presentation included his interpretation of the financial status of the Town and his recommendations for the future.

Clerk Miller added his handout to the record.

Discussion.

Budget Workshop

Clerk Miller was given approval by the commission to set a Budget Workshop on June 10th at 6 PM. This workshop is open to the public but they are not to speak unless requested to do so by the Mayor. The Regular Commission meeting will begin at 7 PM.

ADJOURNMENT

MOTION: TO ADJOURN MEETING AT 9:32 P.M.

MOTION BY: Commissioner Inslee

SECOND BY: Commissioner Hallett

Discussion.

VOTE: Unanimous for Approval, 5/0

Respectfully, Joan Miller, M.M.C.