

**TOWN OF ST. LEO**  
**REGULAR COMMISSION MEETING**  
**June 10, 2013**  
**7:00 PM**

**OPENING** Mayor Gardner

**INVOCATION AND PLEDGE OF ALLEGIANCE** – Commissioner Hallett

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

**STAFF** Joan Miller - Town Clerk  
Patricia Petruff, Esquire – Attorney  
Jan Norsoph – Town Planner  
Janet Kato – Records Clerk

**GUESTS** In addition to Captain Jack Armstrong, Chief Hawkes, Lieutenant Foshey, and Deputy Day, approximately 40 people attended.

**MINUTES** **MOTION: TO APPROVE THE MINUTES OF THE COMMISSION MEETING HELD ON MAY 10, 2013.**  
**MOTION:** Commissioner Hallett  
**SECOND:** Commissioner Inslee  
Discussion. The handout provided by Ronnie Deese at the May meeting is included in the packet filed in the Clerk's office.  
**VOTE:** Unanimous for Approval, 5/0

**EXPENSES AND BUDGET REVIEW**

**MOTION: TO ACCEPT FINANCIAL REPORT DATED JUNE 10, 2013.**  
**MOTION:** Commissioner Wells  
**SECOND:** Commissioner DeWitt  
Discussion. Revenue items, of Interest Income and Capital Lease/Expenditures were reviewed.  
**VOTE:** Unanimous for Approval, 5/0

**Mayor's Report**

**Proclamation 13-05** Mayor Gardner proclaimed the month of May as Civility Month and called upon all citizens to exercise civility toward each other throughout the year. Commissioner Inslee asked why some proclamations are read. Proclamations are approved for consideration at the discretion of the Mayor.

**Pasco County Sheriff Office – Captain Jack Armstrong**

Captain Armstrong (District Commander) spoke to the Commission about the current status of law enforcement coverage on this side of Pasco County. He stated that response times in St. Leo/San Antonio are faster than other county areas due to the increased coverage. If a priority one (true emergency) call occurred within the Town after hours, a deputy from one of three zones (anywhere between 5 and 30 miles away) would respond. If not a priority one, the call would be triaged to the next available deputy.

Discussion included obligation of the Town to provide coverage for the citizens. Municipalities have home rule powers and responsibilities that may include law enforcement. Attorney Petruff will review the statutes and respond at the next meeting.

Automobile accidents, speeding, crime and Code Enforcement of City Ordinances are duties of our deputies. The combination of the San Antonio and Town of St. Leo contracts provide coverage of 12 hours per day, 7 days per week. The City of San Antonio and the Town of St. Leo do not presently have an interlocal agreement regarding Pasco County Law Enforcement contracts.

**COMMISSIONERS REPORT**

**Local Option Gas Tax**

The Municipal Association of Pasco (MAP) met June 7<sup>th</sup> in Dade City to discuss the potential financial shortfall that might occur. The Association agreed to pass a resolution to support the extension of the local option gas tax, asking the Pasco County Commission to oppose using the default statutory method of distribution of the revenue to the municipalities for the 1 through 6 cent gas tax. Each of the Pasco municipalities is also passing a resolution to be delivered to the Board of County Commissioners for the June 11<sup>th</sup> meeting. Each municipality plans to participate during the meeting.

**MOTION: TO PASS RESOLUTION 13-12 SUPPORTING EXTENSION OF THE LOCAL OPTION GAS TAX AND CALLING ON THE PASCO COUNTY BOARD OF COUNTY COMMISSIONERS TO OPPOSE UTILIZATION OF THE DEFAULT STATUTORY METHOD OF DISTRIBUTION OF THE REVENUE TO THE MUNICIPALITIES OF PASCO COUNTY.**

**MOTION:** Commissioner Wells

**SECOND:** Commissioner DeWitt

Discussion.

**VOTE:** Unanimous for Approval, 5/0

**ATTORNEYS REPORT** - none

**PLANNER'S REPORT**

Planner Norsoph explained the Water Supply Facilities Work Plan Sub- Element. He presented the entire resolution with its exhibits to the Local Planning Agency and each policy was discussed.

The Local Planning Agency Public Hearing was opened. Discussion. The Local Planning Agency Public Hearing was closed.

**MOTION: TO APPROVE RESOLUTION 13-11, WITH THE ADDITION OF ADDING THE WORD “MAY”, IN SECTION WSP POLICY 1.2.9, BEFORE “SUPPORT FUNDING FOR”.**

**MOTION:** Commissioner Wells

**SECOND:** Commissioner Inslee

Discussion.

**VOTE:** Unanimous for Approval, 5/0

Then the Town Commission convened.

PS&F Table A, was discussed.

The Public Hearing was opened.

No discussion.

The Public Hearing was closed.

**MOTION: TO APPROVE ORDINANCE 13-05, AN ORDINANCE OF THE TOWN OF ST. LEO COMPREHENSIVE PLAN-2025 TO UPDATE THE WATER SUPPLY FACILITIES WORK PLAN SUB-ELEMENT OF THE PUBLIC SERVICES AND FACILITIES ELEMENT AND TECHNICAL SUPPORT APPENDIX IN COMPLIANCE WITH THE SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT WATER SUPPLY PLAN; AMENDING THE TOWN OF ST. LEO COMPREHENSIVE PLAN-2025 INTRODUCTION, FUTURE LAND USE AND PUBLIC SERVICES AND FAILITIES ELEMENTS RELATED TO THE UPDATE OF THE WATER SUPPLY FACILITIES WORK PLAN SUB-ELEMENT; PROVIDING FOR CONFLICT AND SEVERABILITY; PROVIDING FOR FINDINGS OF FACT; AND PROVIDING AN EFFECTIVE DATE.**

**MOTION BY:** Commissioner Wells

**SECOND BY:** Commissioner DeWitt

Discussion.

**VOTE:** Unanimous for Approval, 5/0

The final reading and public hearing will be held in August or September.

**Reclaimed Water Pond Update**

On May 21<sup>st</sup> an on-site inspection took place. Based on that inspection, it was determined that only trees that were previously approved for removal were taken out. It was clarified that unprotected trees do not need to be permitted and only five protected trees were removed. A total of 40 will be replaced.

Mr. Wells reviewed a memo written to Planner Norsoph. This memo included questions regarding the Reclaimed Water Pond and Soccer Field Applications regarding tree removals. Mr. Norsoph provided a cross-section of the reclaimed water pond in relation to Lake Jovita homes.

Once the pond is completed and prior to planting, the landscape plan will be delivered to the Town Planner and also Tom Wieland. Citizens will have the opportunity to inspect and comment on it.

Former Mayor Hamilton asked Commissioner Wells to confirm that the Town acted appropriately and correct procedure had been taken approving the tree removal permit. Commissioner Wells agreed that the documents were in order but believed that the permit should not have been approved administratively in-house and the situation should have been handled differently.

For the record, Clerk Miller corrected a statement she made during the previous meeting regarding a phone discussion with David Lee (Saint Leo University), regarding tree removal. She incorrectly stated that Lee had said that there had been a problem marking trees and that some had been removed.

**CLERKS REPORT**

**Sunshine Law** A commissioner can disseminate information for informational purposes to other commissioners by memo or email but the receiver should not respond. Responding would be in violation of the Sunshine Law.

**Florida League of Cities Annual Conference**

The next conference will be in August. Commissioners are encouraged to attend.

**Financial Disclosure Statements**

Form No. 1 is due to the Supervisor of Elections at the end of the month. The executed document can be given to the Clerk at any time.

**Temporary Use Permit**

An application for a Temporary Use Permit for an Amateur Ham Radio Field Day to be held near the Lake Jovita Produce Market has been received and is currently incomplete. The applicant, Brenda Finkelstein assures the Town that the appropriate affidavit will be secured from the owner Tom Schrader. Ms. Finkelstein has received approval from the Fire Inspector.

**MOTION: TO APPROVE THE TEMPORARY USE APPLICATION FOR AN AMATEUR HAM RADIO EVENT SUBJECT TO THE COMPLETION OF THE APPLICATION.**

**MOTION BY:** Commissioner Inslee

**SECOND BY:** Commissioner Wells

Discussion - none

**VOTE:** Unanimous for Approval - 5/0

**Blue Bag Container/Recycling**

Pasco County has decided to allow residents to select their own recycling containers. The County will issue a sticker to be placed on the chosen container.

**OLD BUSINESS**

**Wichers Road** A payment of \$58,029 was made to Pasco County on September 30, 2003 to pave the Town portion of Wichers Road. The County reimbursed the Town \$19,773 on November 24, 2003.

**Iafrate Property** Attorney Jake Varn, who represents the Iafrate Family, has met with each commissioner. The Iafrate family is still planning to complete the Application for Voluntary Annexation.

**NEW BUSINESS** - none

**Budget Workshop**

The next Budget Workshop will be held on July 8<sup>th</sup> at 6 PM, immediately prior to the 7 PM, Regular Commission Meeting. A Tentative Millage Rate must be set at the commission meeting.

**ADJOURNMENT**

**MOTION: TO ADJOURN MEETING AT 9:40 P.M.**

**MOTION BY:** Commissioner Inslee

**SECOND BY:** Commissioner DeWitt

Discussion.

**VOTE:** Unanimous for Approval, 5/0

Respectfully, Joan Miller, M.M.C.