

**TOWN OF ST. LEO
COMMISSION MEETING
January 12, 2015
7:00 PM**

OPENING Mayor Christmas

INVOCATION AND PLEDGE OF ALLEGIANCE – Mayor Pro Tem Hallett

ROLL CALL Donna DeWitt, O.S.B. – Commissioner
Gregory P. Smith - Commissioner
Richard H. Christmas – Mayor
James Hallett, O.S.B. - Mayor Pro Tem
C. Arnold Curington – Commissioner

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

GUESTS Barbara Berberich
David Parrish
Dennis Berberich – San Antonio Commissioner
Deputy John Merwin – Pasco County Sheriff’s Office

MINUTES **MOTION: TO APPROVE MINUTES OF THE DECEMBER 8, 2014
COMMISSION MEETING.**

MOTION: Commissioner Hallett

SECOND: Commissioner Smith

Discussion.

VOTE: Unanimous for Approval, 5/0

EXPENSE AND BUDGET REVIEW

**MOTION: TO ACCEPT FINANCIAL REPORT DATED
JANUARY 12, 2015.**

MOTION: Commissioner Hallett

SECOND: Commissioner Curington

Discussion.

VOTE: Unanimous for Approval, 5/0

PUBLIC COMMENT – none

MAYOR'S REPORT

RESOLUTION 15-01 Floodplain Management

Mayor Christmas read Resolution 15-01 by title only.

MOTION: TO ADOPT RESOLUTION 15-01 RECOMENDING THE AMENDMENT OF THE TOWN OF ST. LEO CODE OF ORDINANCES, PART III OF THE TOWN OF ST. LEO LAND DEVELOPMENT CODE, BY DELETING IN ITS ENTIRETY ARTICLE XV. FLOOD DAMAGE PROTECTION AND ADOPTING A NEW ARTICLE XV. FLOODPLAIN MANAGEMENT.

MOTION BY: Commissioner Hallett

SECOND BY: Commissioner Smith

Discussion. Attorney Petruff clarified that passing this resolution will enable residents to participate in the National Flood Insurance Program.

VOTE: Unanimous for Approval, 5/0

ORDINANCE 15-01 Floodplain Management

Mayor Christmas read the first reading of Ordinance 15-01 by title only.

MOTION: TO ADOPT ORDINANCE 15-01 AMENDING THE TOWN OF ST. LEO CODE OF ORDINANCES, PART III OF THE TOWN OF ST. LEO LAND DEVELOPMENT CODE, BY DELETING IN ITS ENTIRETY ARTICLE XV. FLOOD DAMAGE PROTECTION AND ADOPTING A NEW ARTICLE XV. FLOODPLAIN MANAGEMENT.

MOTION BY: Commissioner DeWitt

SECOND BY: Commissioner Hallett

Discussion.

VOTE: Unanimous for Approval, 5/0

COMMISSIONER'S REPORT

Noise

Commissioner Smith discussed his correspondence with Saint Leo University representatives Kenneth Posner and Edson O'Neale and suggested that the Campus Security and non-emergency Pasco County Sherriff's office phone numbers be posted in a more prominent place on the Town website.

Lemon Street

Commissioner Smith met with a Zephyr Stripe 'N Seal representative to discuss options for road repair and construction of an apron at the site of the unpaved driveway used by trucks.

Survey Estimate request for Lemon and Fire Streets

Prior to roadwork being done on Lemon Street, a survey of the street determining the maintenance right-of-way will be completed. The survey must be officially adopted by the Commission in order for it to be included in an official maintenance map.

Clerk Miller was directed to obtain bids and timeframes for the survey work on Lemon and Fire Streets.

ATTORNEY REPORT

Discussion of action for the settlement agreement for the San Antonio lawsuit

Attorney Petruff discussed the latest draft of the settlement agreement, which was received the day of this meeting (1/12/15). There are several language suggestions she intends to make, including altering Saint Leo University representative Joel Tew’s changes to the draft that would guarantee driveway allowance, and the language covering the cost and fiscal responsibility of each party.

The conditions established in Resolutions 14-06 and 14-07 were reviewed; Petruff was directed to suggest that the language in the Resolution conditions be duplicated in the settlement agreement. Commissioners were advised to review the relevant documents and communicate questions or suggestions directly to Attorney Petruff.

The draft Pompanic Street Conceptual Plan (provided by Saint Leo University representatives) was reviewed. The current version indicates that purchase of additional right-of-way in the Town of St. Leo will not be required (other than the established right-of-way by maintenance). The final survey should identify any plats.

MOTION: TO AUTHORIZE THE MAYOR TO SIGN A SETTLEMENT AGREEMENT PROVIDED THAT IT IS RECOMMENDED BY ATTORNEY PETRUFF.

MOTION BY: Commissioner Hallett
SECOND BY: Commissioner Curington

Discussion.

The Commission will meet on January 26 or February 2 if necessary. Although 24 hour notice is required, notice will be preferably be posted three (3) days prior to the agreed upon date.

VOTE: Unanimous for Approval, 5/0

Ethics Training

As of January 1, 2015 Commissioners are required by the State to complete four (4) hours of ethics training.

PLANNER’S REPORT

Workshop on Comprehensive Planning

The planning workshop was postponed until the February regular Commission meeting.

CLERK'S REPORT

Saint Leo University Temporary Use Permit – Spring Fling March 7-8, 2015

A completed application for the Saint Leo University Spring Fling was received by the Clerk's Office. There will be no fireworks at the event. The Commission gave unanimous approval.

Matching Safety Grant Fund Program

Over the years, there have been vandalism, theft and safety issues at Town Hall. Light bulbs have been stolen, there was an attempt to break into the Town vehicle, employee safety has been a concern, etc. Clerk Miller was directed to pursue the Florida League of Cities Safety Grant Program and to obtain estimates for a security and camera system.

IIMC Region III Conference January 13-16, 2015

Clerk Miller will be attending the Jacksonville Region III International Institute of Municipal Clerks conference.

Well Testing

The Town maintenance employee, William Watson, has finished testing the residential wells within the Town.

OLD BUSINESS - none

NEW BUSINESS

Saint Leo University's 125 year anniversary

The Town has had framed a print of an old, undated map, to which a plaque commemorating the University's longevity has been affixed. It will be presented to University officials.

ADJOURNMENT

MOTION: TO ADJOURN THE MEETING AT 8:54 P.M.

MOTION BY: Commissioner Smith

SECOND BY: Commissioner Curington

Discussion.

VOTE: Unanimous for Approval, 5/0

Andrea Calvert, CMC