

Town of Pomona Park - Town Council & Public Hearing Meeting Minutes
Tuesday, March 10, 2020 (6pm)

Mayor Joseph Svingala presided. Council present were Dr. Robert Warren, Lynda Linkswiler, Patricia Mead, James Griffin, and Victor Szatkowski were all present. Attorney Sherar, Clerk Donna Fontana, Treasurer Kelly Krupski and Maintenance Supervisor Bruce Wolfred were all present. Councilwoman CarrieAnn Evans was absent.

Mayor Joseph Svingala led in the pledge to the flag. Mayor Svingala called the meeting to order at 6:00 pm and welcomed everyone. There was a moment of silence in remembrance of Town resident Ann Marie Mussoline.

Meeting Minutes:

The Mayor requested approval of the Minutes from 2/11/2020. Councilwoman Mead made a Motion for approval of 2/11/20 and it was seconded by Councilman Szatkowski, unanimous to approve.

Guest Speakers:

Shirley Griffin recognized retired Firefighters Ronald Benke & Joseph Perrotti for saving a man's life in Lake Broward. The gentlemen stood up and recanted the story of seeing the man drowning as his waders filled with water and they quickly rushed over and pulled him out and saved his life. She presented them both with a plaque for their heroism. The Mayor gave them all reflector vests to wear when they are picking up trash along highway 17.

Kathy Baker from Jordan & Associates and Mike Tibble from Mittauer & Associates. Kathy reviewed the items on her list for the new direction for the CDBG grant. She spoke of the Uniform Relocation Act that must be followed in the event we must purchase private land to put the sidewalks in. She said sometimes people will donate the property because of the benefits of adding a sidewalk. There is paperwork that I will do when we get to that point. This is only if we don't have sufficient right of way. Clerk explained that the Council had expressed interest in putting in a sidewalk from HWY 17 down 308B. I got 2 estimates for topographical surveys. One was from 17 to Lakeview and that was \$31,000 and from HWY 17 to the Town limit it is \$38,000. We had a total for Engineering and surveys of \$90,000 and so we had approximately \$24,000 for surveys. We are using \$13,500 for the sidewalk surveys on E. Main and Broward and so you would be way over budget to do W. Main (308B). Kathy discussed the need for something to be a safe cross over the railroad tracks. She wasn't sure exactly what that would entail but you can stop the sidewalks before the tracks. The Council decided not to do the sidewalks down W. Main (308B) at this time. On the income you only have to claim your basic income, not retirement, etc. If it is a vacation home, you don't have to be counted. The beach walkway will be leverage and if it's not \$25,000 we can use something else to add to that. Kathy reviewed the remainder of the items and identified the following items that will not be able to be included: Security Cameras (could be leverage). Unmet need will me Mayor's and Hazen Parks bathrooms, if the bids come in lower, then we can add this in to get it done. Kathy explained that we need to proceed with these final items for the application. Right now, you are looking at 93 points just for the activities and then we look at 25 points for leverage, 50 points for engineering, we need to have over 600 which we will. The most points will come in when we start looking at

very low beneficiaries. You will be scoring 125 for low to moderate and 30 points for very low. Moderate will be at 30. Councilman Griffin made a Motion to move forward with the CDBG grant direction which Kathy presented today. Councilwoman Mead seconded the Motion. Motion passed with 1 opposed. Kathy will begin getting the surveyors out here to go door to door.

Public Hearing items:

Mayor Svingala read the Proclamation for Women's Right to Vote. There is a year long celebration for women's right to vote. There is a yellow rose luncheon on 3/28 since the yellow rose was the symbol of the suffragettes at that time.

Mayor Svingala read the Proclamation for Water Conservation Month for April 2020.

Ordinance 2020-1 Amending Compensation of Town Council, Effective February 1, 2021. This was the second reading of this Ordinance. This is the second reading of this Ordinance. Councilman Griffin made a Motion to accept the second reading of Ordinance 2020-1. Councilman Warren seconded the Motion. Councilwoman Mead made a Motion to amend the Mayor's compensation from \$800 to \$600 a month. Seconded by Councilman Griffin. Four voted for the amendment, Councilmen Szatkowski and Warren were opposed. Councilman Griffin made a Motion for the Ordinance to be the Mayor at \$600 a month and the Council members at \$200 a month, seconded by Councilwoman Mead. 5 voted in favor and Councilman Warren opposed. Attorney Sherar determined that this does not constitute a substantive change and will not require another reading. The Mayor and Council concurred.

Ordinance 2020-4 Amend the Town Charter Section 5.09 to increase the amount of expenditures without competitive bidding. This was the first reading of this Ordinance. Councilman Griffin made a Motion to amend the Ordinance to change the \$5000 threshold to \$15,000, seconded by Councilwoman Mead. The Clerk explained that the current \$5000 amount is too low and makes us advertise for bids that we could otherwise be able to shop online to find the best price. Attorney Sherar said you could go to a trade journal and advertise there too but they may not want to bid on something as low as \$5000.00. Clerk said, it is delaying our process because we have to look at multiple ways to advertise instead of just shopping the internet for the best price. It would never be purchased without the Council's approval ahead of time. Even though we are not requiring it to go to bid, the Council would have to approve the purchase. This is to put it on the ballot for the electorate to vote on. Councilwoman Evans asked me to let you all know that although she cannot vote on this today, she wants you all to know that she opposes this. Clerk explained that this would be helpful for used and auction equipment too that is difficult to bid. The Ordinance passed on the first reading with 4 in favor and Councilmen Warren & Szatkowski opposed. Councilman Griffin made a Motion to approve the Motion as amended and Councilwoman Mead seconded. The Ordinance passed on the first reading with 4 in favor and Councilmen Warren & Szatkowski opposed.

Unfinished Business:

Bruce Wolfred – reported that the a/c maintenance contract has been accepted for \$500 annually for bi-annual service on all of our units. \$250 for 6 months for 5 units. The flower bed is complete out front by the sign and under budget by \$30. Took the border that was around it and

reused it at the flower bed that is across from the Community Center. Used shell rock to address potholes and aprons on May St. Continuing right of way reclamation on Keown now. I started work on the Emergency Management Plan and hope to have a draft for the April meeting. I would like to have it ready to implement in the May council meeting. That way we would be ready for the June 1st start of hurricane season.

Treasurer Kelly gave the financial review. There were no questions. Kelly also addressed the vesting schedule for the retirement plan. She explained that a representative had come to explain the plan and the paperwork that he had brought had the vesting schedule at 2 years at 50% and 3 years at 100% and that's what they recommend for small & local government. Our said 3 years so we haven't started the enrollment yet because we were not sure if you wanted to go with their recommendation or if you want to stay with the 3 years. There was discussion and Councilman Griffin made a motion to go with the Florida League of Cities recommendation of 2 years at 50% and 3 years 100%. Seconded by Councilwoman Linkswiler. Vote was unanimous to approve.

Mayor announced that he has found that he doesn't need to have the Maintenance Supervisor here every month and then taking time off during the week for the hours he's here and not being with his crew and the same thing with Kelly. Whatever time she spends here which is well worth it but then she's not at her desk doing what she can there. Unless there is anything to do with a grant or Bruce needs to explain something that he needs for maintenance. Other than that, they are sending out their notes each week and if anybody has questions, they can get in touch with them anytime.

Councilwoman Linkswiler gave an update for Beautification First Saturday Breakfast, served 65 people, proceeds \$359.00. The Valentine basket brought in \$311. Denise Beverly was the winner. Founder's Day is May 16th at 10:00 am and we decided to have it inside of the Community Center. We are trying to find a speaker. Lunch, soda, hotdogs and cake will be served. A motion was made to spend up to \$300 for food for that event. Prices for 3 library signs came to \$137. We want to place them at N. Broward and 17 and E. Main & 17 and at the Community Center. We presented the memory stone to Pat Bergquist's children at her celebration of life. We decided to buy concrete flower pots, one of each front corner of Town Hall and they are \$561 each and shipping is \$400. \$500 of the FPL contribution will go toward this and then we will spend an additional \$1173 to include flowers. Easter egg hunt planned for April 11 at 10:00 am at Mayor's Park, age limit 0-10 years. We will spend up to \$200 for filled eggs and the banner for it. A Mother's day basket will be made for raffle for next month. A work day has been set for Saturday March 14 at 10:00 am to put things behind the stage, please come & help.

Mayor spoke of the Kids Summer program. Doris Carol has several volunteers set up and is asking others if they can help. I had asked the Council if they could start a Parks & Rec fund of \$300. She told me she won't need that, but it will be there. I spoke with Donna about it, we can find the money but either I or Doris would have to come to Donna to get approval on whatever she wants. Even if she wanted to buy a \$17 thing, we have to go to Donna and then go get it and bring a receipt back. Craig confirmed that she has to go through the same procedure as we do for everything else. If its going to stay under the control of the Town, then it has to go through the control as everything else. If you are going to give her \$300 then you just give it to her and she

does whatever she wants with it. Like when you used to make a donation to the Little League. Mayor said, I have a second option, the 4 officers of the PP Senior Program are offering to financially support the children's activities unless someone on the Council has an objection to that. Councilman Griffin made a Motion to donate the \$300 to the program. Councilwomen Mead and Linkswiler seconded the Motion. Councilman Warren said that the Council made the decision not to donate to different organizations and thinks that we should get citizens to donate. Shirley announced that the Lake Broward Association would like to donate the \$300 to the program. We have to get it approved at the next meeting first. Mayor said, then the Senior Program will split that \$300 with LBA. Councilman Griffin removed his Motion and the second was removed also.

New Business:

Councilwoman Mead & Clerk discussed the tree located at 201 E. Main. Clerk Fontana had the arborist review the tree and determined that the tree is failing and should be removed. The report and estimate was given to the Council in the amount of \$3500.00. Councilwoman Mead made a motion to allow the Clerk to negotiate with the homeowner on him cutting the tree down and it was seconded by Councilman Griffin. After discussion the Council agreed that the Clerk should negotiate with the homeowner to see if they will pay for the removal of the tree except the stump because it is over our fire water lines. Attorney Sherar will prepare a Release for the homeowner to sign. The Motion passed with 4 votes and 2 opposed, Mayor Joe and Councilwoman Lynda.

Clerk Fontana explained that Code Violation Notices were sent to two homeowners on Lake St. to remove the driveway paving that was placed over the sidewalk and causing a tripping hazard. They have removed the paving from the sidewalk. Attorney Sherar said first violation is \$50 per day and repeat violations is \$100 per day.

Clerk Fontana just wanted to discuss the State health emergency regarding the Coronavirus COVID-19. I've been emailing updates to you all, I've posted on Facebook hand washing techniques and we've placed these instructions in the Community Center and park restrooms. I requested that Kelly Lake put on our website the links for COVID-19 information. We have to consider how it will affect us. The Mayor and I have discussed emergency shut down procedures. We are updating the laptops to make sure they both allow me and Kelly to work from home in the event that we shut the office down. There was discussion that maybe we could have our meeting at the Community Center to keep separation between people. There was discussion about using teleconferencing. We are investigating if we can do this in an emergency situation. Clerk explained that we 30-50 people a day at the Community Center and they are mostly age 60 and over and they are the highest risk. I asked Mary Garcia if this is something we should be concerned with and she said, "not yet. Just make sure everyone knows to wash there hands and cover their coughs". Councilman Warren believes it is more urgent than that and warns everyone to take it seriously.

Questions and comments. – Shirley announced that Keep Putnam Beautiful is Mar 12, 8am – 12.

Upcoming events: Were reviewed from the packet.

Councilman Griffin made a Motion to adjourn. Adjourned 8:50 pm.


