



TOWN COMMISSION MEETING MINUTES

December 12, 2023 at 6:30 PM

COMMISSION CHAMBERS - 202 E. MAIN STREET, DUNDEE, FL 33838

Phone: 863-438-8330 | www.TownofDundee.com

CALL TO ORDER by Mayor Pennant at 6:30 PM

PLEDGE OF ALLEGIANCE led by Mayor Pennant

INVOCATION given by Mayor Pennant

RECOGNITION OF SERGEANT AT ARMS - Detective Mosely

ORDINANCE #13-08, PUBLIC SPEAKING INSTRUCTIONS given by Mayor Pennant

ROLL CALL given by Town Clerk Douthat

PRESENT

Steve Glenn

Bert Goddard

Mary Richardson

Sam Pennant

ABSENT

Willie Quarles

Motion to excuse Commissioner Quarles made by Goddard, Seconded by Richardson. Passed unanimously.
Voting Yea: Glenn, Goddard, Richardson, Pennant

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

(Each speaker shall be limited to three (3) minutes)

Burnestine Armwood, 308 Lewis Ct, thanked the Town for making her Citizen of the Year.

Dee Hall, 801 Lake Marie Dr, expressed concerns with the traffic on 8th St.

Tamara Grant, 1289 Legatto Loop, expressed concerns with her water bill.

Bennie Howell, 206 MLK St, expressed concerns with Code Enforcement Officer Williams.

APPROVAL OF CONSENT AGENDA: CONSENT AGENDA FOR DECEMBER 12, 2023

Town Manager Davis reported the following change to the consent agenda:

- Drexcel Robinson Tree Board Appointment was added.

A. MINUTES

1. November 14, 2023 Town Commission Meeting
2. June 21, 2023 Tree Board Meeting

B. AGREEMENTS

1. Lincoln Avenue ROW Conveyance
 2. Polk County Property Appraiser 2024 Data Sharing & Usage Agreement
- BOARD APPOINTMENT**

1. Planning & Zoning - Drexcel Robinson

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO APPROVE the consent agenda for December 12, 2023 with changes made by Goddard, Seconded by Glenn. Passed unanimously. Voting Yea: Glenn, Goddard, Richardson, Pennant

APPROVAL OF AGENDA

Town Manager Davis reported the following changes to the regular agenda:

- Item 20, Temporary Road Closures, was added

MOTION TO APPROVE the regular agenda for December 12, 2023 with changes made by Glenn, Seconded by Goddard. Passed unanimously. Voting Yea: Glenn, Goddard, Richardson, Pennant

PROCLAMATIONS, RECOGNITIONS AND DESIGNATIONS

1. RECOGNITION, LONGEST SERVING BOARD MEMBER

Town Manager gave the presentation recognizing James Ron Hall as the longest serving board member with the Town of Dundee.

Mayor Pennant presented Mr. Hall with a plaque.

2. RECOGNITION, CITIZEN OF THE YEAR

Town Manager Davis gave the presentation recognizing Ms. Burnestine Armwood at the Citizen of the Year for 2023.

Mayor Pennant presented Ms. Armwood with a plaque.

NEW BUSINESS

3. ORDINANCE 23-11, FOUR UNNAMED RIGHTS-OF-WAY VOLUNTARY ANNEXATION

Assistant Town Attorney Claytor read the title of Ordinance 23-11 into the record.

Development Services Clerk Carter gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO APPROVE Ordinance 23-11 made by Pennant, Seconded by Glenn. Passed unanimously.

Voting Yea: Glenn, Goddard, Richardson, Pennant

4. ORDINANCE 23-12, STEWARD ROAD RIGHT OF WAY VOLUNTARY ANNEXATION

Assistant Town Attorney Claytor read the title of Ordinance 23-12 into the record.

Development Services Clerk Carter gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO APPROVE Ordinance 23-12 made by Goddard, Seconded by Richardson. Passed unanimously.

Voting Yea: Glenn, Goddard, Richardson, Pennant

5. ORDINANCE 23-13, CAMPBELL ROAD RIGHT OF WAY VOLUNTARY ANNEXATION

Assistant Town Attorney Claytor read the title of Ordinance 23-13 into the record.

Development Services Clerk Carter gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO APPROVE Ordinance 23-13 made by Glenn, Seconded by Goddard. Passed unanimously.

Voting Yea: Glenn, Goddard, Richardson, Pennant

6. ORDINANCE 23-14, ALMBURG ROAD RIGHT OF WAY VOLUNTARY ANNEXATION

Assistant Town Attorney Claytor read the title of Ordinance 23-14 into the record.

Development Services Clerk Carter gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO APPROVE Ordinance 23-14 made by Goddard, Seconded by Glenn. Passed unanimously.

Voting Yea: Glenn, Goddard, Richardson, Pennant

7. ORDINANCE 23-15, WELSH ROAD RIGHT OF WAY VOLUNTARY ANNEXATION

Assistant Town Attorney Claytor read the title of Ordinance 23-15 into the record.

Development Services Clerk Carter gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO APPROVE Ordinance 23-15 made by Richardson, Seconded by Goddard. Passed unanimously.

Voting Yea: Glenn, Goddard, Richardson, Pennant

8. ORDINANCE 23-16, AT RACE ROAD RIGHT OF WAY VOLUNTARY ANNEXATION

Assistant Town Attorney Claytor read the title of Ordinance 23-16 into the record.

Development Services Clerk Carter gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO APPROVE Ordinance 23-16 made by Glenn, Seconded by Goddard. Passed unanimously.

Voting Yea: Glenn, Goddard, Richardson, Pennant

9. ORDINANCE 23-17, CHARTER AMENDMENT

Assistant Town Attorney Claytor read the title of Ordinance 23-17 into the record.

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public.

Ron Hall, 801 Lake Marie Dr, spoke against changing the Town to City.

Seeing no further public come forth, the floor was closed.

MOTION TO APPROVE Ordinance 23-17 made by Goddard, Seconded by Glenn. Passed unanimously.

Voting Yea: Glenn, Goddard, Richardson, Pennant

10. RESOLUTION 23-31, SPECIAL ELECTION - TOWN TO CITY

Assistant Town Attorney Claytor read the title of Resolution 23-31 into the record.

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO APPROVE Resolution 23-31 made by Goddard, Seconded by Glenn. Passed unanimously.

Voting Yea: Glenn, Goddard, Richardson, Pennant

11. ORDINANCE 23-18, WEIBERG ROAD CDD BOUNDARY AMENDMENT

Assistant Town Attorney Claytor read the title of Ordinance 23-18 into the record.

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO APPROVE first reading of Ordinance 23-18 and move it to second reading made by Glenn, Seconded by Goddard. Passed unanimously.

Voting Yea: Glenn, Goddard, Richardson, Pennant

12. RESOLUTION 23-30, LINCOLN AVENUE RIGHT OF WAY CONVEYANCE

Assistant Town Attorney Claytor read the title of Resolution 23-30 into the record and gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO APPROVE Resolution 23-30 made by Glenn, Seconded by Goddard. Passed unanimously.

Voting Yea: Glenn, Goddard, Richardson, Pennant

13. RESOLUTION 23-32, EMERGENCY PURCHASE RINER WATER PLANT

Assistant Town Attorney Claytor read the title of Resolution 23-32 into the record.

Town Manager Davis gave the analysis.

Special Projects Director Mercer reported the findings of the inspection.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO APPROVE RESOLUTION 23-32 AND AUTHORIZE the Town Manager to take all necessary further actions in moving forward with the necessary repairs, maintenance, and long-term management for the Town's water treatment plants which includes, but is not limited to, negotiating and entering into an agreement for same made by Glen, Seconded by Goddard. Passed unanimously.

Voting Yea: Glenn, Goddard, Richardson, Pennant

14. DISCUSSION & ACTION, WATER CONSERVATION PLAN UPDATE

Town Manager Davis gave the analysis.

Special Projects Director Mercer gave an explanation of the Ag wells throughout the Town.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO AUTHORIZE the Town Manager to take all necessary and further actions in moving forward with the proposed agreement for water conservation purposes made by Goddard, Seconded by Glenn. Passed unanimously.

Voting Yea: Glenn, Goddard, Richardson, Pennant

15. DISCUSSION & ACTION, RACE ROAD/CAMP ENDEAVOR BOULEVARD LIGHTING

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO AUTHORIZE the Town Manager to take all necessary further actions which include, but are not limited to, negotiating and entering into an appropriate agreement or agreements with Duke Energy made by Goddard, Seconded by Richardson. Passed unanimously. Voting Yea: Glenn, Goddard, Richardson, Pennant

16. DISCUSSION & ACTION, RFP 24-01, LAKE MARIE PEDESTRIAN/BIKE TRAIL BRIDGE

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public.

Ron Hall, 801 Lake Marie Dr, stated that it would be more cost effective to install the metal bridge instead of a wooden bridge that would have to be replaced much sooner than the metal bridge.

Tamara Grant, 1289 Legatto Loop, asked if there was a way to circumvent the bridge.

Dee Hall, 801 Lake Marie Dr, asked if the bridge could be removed and a turn around installed at the end of the sidewalk.

Seeing no further public come forth, the floor was closed.

MOTION TO TABLE RFP 24-01 indefinitely made by Goddard, Seconded by Pennant. Passed unanimously.

Voting Yea: Glenn, Goddard, Richardson, Pennant

17. DISCUSSION & ACTION, RFP 24-04 COMMUNITY CENTER RENOVATIONS

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO AUTHORIZE staff to move forward with RFP 24-04 made by Goddard, Seconded by Glenn. Passed unanimously.

Voting Yea: Glenn, Goddard, Richardson, Pennant

18. DISCUSSION & ACTION, RFP 24-05 FIRE TRUCK MINI PUMPER

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO AUTHORIZE staff to move forward with RFP 24-05 made by Richardson, Seconded by Goddard. Passed unanimously.

Voting Yea: Glenn, Goddard, Richardson, Pennant

19. DISCUSSION & ACTION, ZAMBELLI CENTENNIAL CONTRACT

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO APPROVE the Zambelli centennial contract made by Glenn, Seconded by Richardson. Passed unanimously.
Voting Yea: Glenn, Goddard, Richardson, Pennant

20. DISCUSSION & ACTION, TEMPORARY ROAD CLOSURES FOR THE CENTENNIAL KICK OFF CELEBRATION

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public; seeing no public come forth, the floor was closed.

MOTION TO APPROVE temporary road closures made by Goddard, Seconded by Glenn.
Voting Yea: Glenn, Goddard, Richardson, Pennant

REPORTS FROM OFFICERS

Fire Chief Carbone updated the run totals, reported that they would be attending extraction training in Lake Hamilton on December 14, 2023 and that they went through their ISO audit and the results will take approximately 6 months.

Town Manager Davis reported that the Town's parade and toy drive were a big success. She reminded the Commission that movie night would be Saturday the 16th, location was changed from the Depot to the Community Center. She also reminded the Commission that the employee dinner party would be that Friday, the 15th, also at the Community Center. She reminded the Commission of the holiday closure dates. She updated the Commission on the holiday garbage collection for residential and commercial customers. She told the Commission that the grapple truck had been repaired and was back in service and that staff would be picking up bulk daily to catch up.

Mayor Pennant congratulated Special Projects Coordinator Mercer on her reelection to the Winter Haven City Commission.

ADJOURNMENT at 8:58 PM

Respectfully Submitted,

Trevor Douthat, Town Clerk

APPROVAL DATE: _____