



## **TOWN COMMISSION MEETING MINUTES**

**June 13, 2023 at 6:30 PM**

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

**Phone: 863-438-8330 | [www.TownofDundee.com](http://www.TownofDundee.com)**

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**CALL TO ORDER AT 6:30PM by Mayor Pennant**

**PLEDGE OF ALLEGIANCE led by Mayor Pennant**

**INVOCATION given by Commissioner Richardson**

**RECOGNITION OF SERGEANT AT ARMS - Sergeant Anderson**

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

**ROLL CALL taken by Town Clerk Douthat**

**PRESENT**

Steve Glenn

Willie Quarles

Mary Richardson

Sam Pennant

**ABSENT**

Bert Goddard

Assistant Town Attorney Claytor asked if the Commission wanted to introduce a motion to excuse Commissioner Goddard and Mayor Pennant stated that there was no need as it was a preplanned vacation.

### **DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR**

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

**Annette Wilson, 408 MLK Street**, asked who is responsible for mowing the alley behind her house. Ms. Wilson also brought up a trash pile that is on MLK Street.

Assistant Town Attorney Claytor stated that the Town will need to determine if the alley is dedicated and/or public right-of-way in order to determine the appropriate maintenance responsibilities.

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

**APPROVAL OF CONSENT AGENDA: CONSENT AGENDA FOR JUNE 13, 2023.**

**APPROVAL OF AGENDA**

Town Manager Davis reported the following change to the regular meeting agenda for June 13, 2023.

1. Items 4 and 5, the resolutions were added.

***MOTION TO APPROVE the regular meeting agenda for the meeting of June 13, 2023, made by Glenn, Seconded by Richardson. Passed Unanimously. Voting Yea: Glenn, Quarles, Richardson, Pennant***

**PROCLAMATIONS, RECOGNITIONS AND DESIGNATIONS**

**1. PROCLAMATION, JUNETEENTH**

***MOTION TO SUPPORT Juneteenth made by Quarles, Seconded by Glenn.***  
***Voting Yea: Glenn, Quarles, Richardson, Pennant***

Mayor Pennant read the proclamation into the record and presented the proclamation to CCOD and Doris Bailey.

**2. PROCLAMATION, FLAG DAY**

***MOTION TO ACKNOWLEDGE June 14, 2023 as Flag Day made by Glenn, Seconded by Richardson.***  
***Voting Yea: Glenn, Quarles, Richardson, Pennant***

Mayor Pennant read the proclamation into the record and presented the proclamation to Archie Sapp.

Mayor Pennant acknowledged State Representative Sam Killebrew who reminded the Commission that the Town needs to get in appropriation requests to make sure the Town gets needed funds.

**NEW BUSINESS**

**3. ORDINANCE 23-05, HILLS OF DUNDEE VOLUNTARY ANNEXATION**

Assistant Town Attorney Claytor read the ordinance into the record.

Town Planner Peterson 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 first reading of Ordinance 23-05 made by Quarles, Seconded by Glenn.***  
***Passed unanimously. Voting Yea: Glenn, Quarles, Richardson, Pennant***

#### **4. RESOLUTION 23-09, EMERGENCY PURCHASE LIFT STATION PUMP**

Assistant Town Attorney Claytor read the resolution into the record.

Town Manager Davis gave a brief analysis on the necessity of the purchase.

Utilities/Special Projects Director Mercer gave the analysis.

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

Commissioner Quarles asked if there is required, routine maintenance for the pump.

Utilities/Special Projects Director Mercer explained the routine maintenance.

Vice Mayor Glenn asked if there will be a back up for this pump if it should fail again and suggested adding a back up pump to the budget.

***MOTION TO APPROVE** Resolution 23-09 made by Glenn, Seconded by Quarles. Passed unanimously. Voting Yea: Glenn, Quarles, Richardson, Pennant*

#### **5. RESOLUTION 23-10, EMERGENCY PURCHASE FOR REPAIRS TO THE WASTEWATER TREATMENT PLANT TRAIN 1**

Assistant Town Attorney Claytor read the resolution into the record.

Utilities/Special Projects Coordinator Mercer gave the analysis.

Mayor Pennant opened the floor for comments from the public.

**Robert Edwards, 1130 Allegro Place**, asked what plans there are to increase the capacity of the plants as the population of Dundee increases.

**Bernard Hammonds, 611 MLK Street**, expressed concerns about the lack of sewer availability on MLK Street.

**Annette Wilson, 408 MLK**, confirmed that residents had a choice to tie into the sewer system when it was installed.

**Mervin Raggs, 312 Lincoln Ave**, also confirmed that residents had a choice.

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

***MOTION TO APPROVE** Resolution 23-10 made by Quarles, Seconded by Glenn. Passed unanimously. Voting Yea: Glenn, Quarles, Richardson, Pennant*

#### **6. DISCUSSION & ACTION, FDOT AGREEMENT**

Town Manager Davis gave the analysis.

Assistant Town Attorney Claytor gave more detail on the changes that have been made to the agreement.

**MOTION TO TABLE** the agreement made by Quarles, Seconded by Glenn. Passed unanimously.  
Voting Yea: Glenn, Quarles, Richardson, Pennant

## **7. DISCUSSION AND ACTION, RFP 23-02, FIRE DEPARTMENT BAY DOORS**

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** staff to move ahead with RFP 23-02 made by Quarles, Seconded by Richardson. Voting Yea: Glenn, Quarles, Richardson, Pennant.

## **8. DISCUSSION & ACTION, TEMPORARY ROAD CLOSURES TREE LIGHTING AND HOLIDAY PARADE**

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 Richardson, Seconded by Quarles.  
Voting Yea: Glenn, Quarles, Richardson, Pennant

## **REPORTS FROM OFFICERS**

Fire Chief Carbone updated the run totals, updated the fire inspection numbers and gave an update on the bunk house renovations.

Assistant Town Attorney Claytor gave an update on the Dundee Plaza turn in progress.

Town Manager Davis reminded the Commission about the Juneteenth event over the weekend and wished all of the father's a Happy Father's Day.

Town Manager Davis reminded the Commission about the Dundee Story Walk grand opening on June 23<sup>rd</sup>.

Town Manager Davis reminded the Commission of the budget workshop dates.

Town Manager Davis asked the Commission to respond to the Florida League of Cities email so she can finalize registration and requested Commissioner Richardson send her any correspondence she receives from Polk Vision.

Commissioner Quarles gave an update on the Sun Rail progress.

Vice Mayor Glenn asked for updates on the lighting at Lake Marie, the construction on US 27 and if there are any dates being set for the Town's centennial.

**ADJOURNMENT at 8:08PM**

**Respectfully Submitted,**

*Trevor Douthat*

Trevor Douthat, Town Clerk

**APPROVAL DATE:** \_\_\_\_\_

DRAFT