



TOWN COMMISSION MEETING MINUTES

July 25, 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 6:32PM

PLEDGE OF ALLEGIANCE led by Mayor Pennant

INVOCATION led by Mayor Pennant

RECOGNITION OF SERGEANT AT ARMS - Sergeant Anderson

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

ROLL CALL given by Town Clerk Douthat

PRESENT

Steve Glenn

Bert Goddard

Willie Quarles

Mary Richardson

Sam Pennant

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

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

Drexcel Robinson, 612 Dr Martin Luther King Street, asked if there could be a workshop set up for residents to ask questions about Code Enforcement.

Assistant Town Attorney Claytor volunteered his time to answer general questions for residents in a meeting.

Earl Highsmith, 206 Melina Avenue, had concerns about the sidewalk place along Lincoln Avenue.

Kiera Coy, 206 Florida Avenue, asked when the Florida Avenue area was deemed a subdivision.

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

APPROVAL OF CONSENT AGENDA: CONSENT AGENDA FOR JULY 25, 2023

***MOTION TO APPROVE** the Consent Agenda for July 25, 2023 made by Goddard, Seconded by Glenn. Passed unanimously.*

Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

A. MINUTES

1. JUNE 13, 2023 TOWN COMMISSION MEETING

2. JULY 11, 2023 TOWN COMMISSION MEETING

3. JUNE 24, 2023 BUDGET WORKSHOP

APPROVAL OF AGENDA

Town Manager Davis reported the following changes to the agenda:

- Item #1 Resolution 23-17 Proposed Millage Rate was added to the agenda
- Item #3 – Resolution 23-15 was added to the packet
- Item #5 – Resolution 23-16 was added to the packet
- Item #6 – RFQ 23-01 was added to the packet
- Item #8 – RFP 23-02 was added to the agenda

***MOTION TO APPROVE** the regular meeting agenda with changes for July 25, 2023 made by Glenn, Seconded by Quarles. Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant*

PROCLAMATIONS, RECOGNITIONS AND DESIGNATIONS

NEW BUSINESS

1. RESOLUTION 23-17, PROPOSED MILLAGE RATE FY 2023-2024

Assistant Town Attorney Claytor read Resolution 23-17 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 23-17 made by Quarles, Seconded by Glenn. Passed unanimously.

Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

2. DISCUSSION & ACTION, ALMBURG ROAD TRANSFER

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 Almburg Road transfer agreement made by Goddard, Seconded by Richardson. Passed unanimously.

Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

3. RESOLUTION 23-15, ALMBURG ROAD TRANSFER

Assistant Town Attorney Claytor read the resolution title of Resolution 23-15 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 23-15 made by Goddard, Seconded by Richardson. Passed Unanimously.

Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

4. DISCUSSION & ACTION, STEWARD ROAD TRANSFER AGREEMENT

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 to approve Steward Road transfer agreement made by Glenn, Seconded by Goddard. Passed unanimously.

Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

5. RESOLUTION 23-16, STEWARD ROAD TRANSFER

Assistant Town Attorney Claytor read the resolution title of Resolution 23-16 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 23-16 made by Goddard, Seconded by Quarles. Passed unanimously.*

Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

6. RFQ 23-01, CONTINUOUS CONTRACT FOR ENGINEERING SERVICES

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** RFQ 23-01 made by Glenn, Seconded by Quarles. Passed unanimously.*

Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

7. DISCUSSION & ACTION, PCSO INTERLOCAL AGREEMENT MODIFICATION #2

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** modification #2 to the Polk County Sheriff Interlocal Agreement made by Goddard, Seconded by Quarles. Passed unanimously.*

Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

8. DISCUSSION & ACTION, RFP 23-02 FIRE DEPARTMENT BAY DOOR REPLACEMENT

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 award of RFP 23-02 to _____ and authorizing the Town Manager to take necessary further actions in entering into a Construction Agreement with _____ made by Goddard, Seconded by Quarles. Passed unanimously.
Voting Yea: Glenn, Goddard, Quarles, Richardson, Pennant

9. DISCUSSION, LAKE MARIE UPDATE

Utilities Director Mercer gave a presentation to update the Commission in the Lake Marie/Lake Ruth pumping project.

10. DISCUSSION, WASTEWATER TREATMENT PLANT UPDATE

Utilities Director Mercer gave a presentation to update the Commission on the wastewater treatment plant repairs.

REPORTS FROM OFFICERS

Mayor Pennant reopened delegation for those who did not get a chance to speak at the beginning of the meeting.

Earl Highsmith, 206 Melina Avenue, continued to express his concerns over the Lincoln Avenue sidewalk and Code Enforcement issues.

Albertha Hammonds, 611 Dr Martin Luther King, requested that a plaque be placed where the old schoolhouse once stood.

Maketha Coy, 414 Frederick Avenue, asked what Code Enforcement fines are used for.

Fire Chief Carbone updated the run totals and reported that the pumper truck has been ordered and is on schedule.

Town Manager Davis reported that the Special Magistrate meeting had 15-20 residents in attendance.

Town Manager Davis reminded the Commission about the Back to School event on July 29, 2023.

Town Manager Davis reminded the Commission that she will be on vacation July 31-August 4, 2023.

ADJOURNMENT at 8:39PM

Respectfully Submitted,

Trevor Douthat

Trevor Douthat, Town Clerk

APPROVAL DATE: _____

DRAFT