



TOWN COMMISSION MEETING MINUTES

April 09, 2024 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 6:30PM

PLEDGE OF ALLEGIANCE led by Mayor Pennant

INVOCATION given 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

Willie Quarles

Mary Richardson

Sam Pennant

ABSENT

Bert Goddard

MOTION TO EXCUSE Commissioner Goddard made by Glenn, Seconded by Quarles. Passed unanimously.

Voting Yea: Glenn, Quarles, Richardson, Pennant

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

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

Carol Lynn Hancock, 720 Lime Ave, had issues with Code Enforcement regarding her driveway and road improvements on her street.

Michelle Efendi, Dundee FL, requested the Commission finish installing the fence around Lake Marie Park.

Crescenciana Malinis, 502 Edmund Ave, had concerns about the speeding at 4th St S and Edmund Ave and needed improvements to Town parks.

Archie Sapp, 703 Adams Ave, thanked the Town for the work being done to construct the Veteran's Memorial park.

APPROVAL OF CONSENT AGENDA: CONSENT AGENDA FOR APRIL 9, 2024

A. AGREEMENTS

1. PCSO Modification 3

2. Applied Aquatic Lake Marie Agreement

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 the meeting of April 9, 2024 made by Quarles, Seconded by Glenn. Passed unanimously.

Voting Yea: Glenn, Quarles, Richardson, Pennant

APPROVAL OF AGENDA

MOTION TO APPROVE the regular agenda for the meeting of April 9, 2024 made by Glenn, Seconded by Quarles. Passed unanimously.

Voting Yea: Glenn, Quarles, Richardson, Pennant

PROCLAMATIONS, RECOGNITIONS AND DESIGNATIONS

1. PROCLAMATION, WATER CONSERVATION MONTH

MOTION TO SUPPORT April 2024 as Water Conservation Month made by Glenn, Seconded by Quarles. Passed unanimously.

Voting Yea: Glenn, Quarles, Richardson, Pennant

Mayor Pennant read the proclamation into the record and presented it to Cindy Rodriguez from South Florida Water Management District.

2. PROCLAMATION, NATIONAL LIBRARY WEEK

MOTION TO SUPPORT April 7-13, 2024 as National Library Month made by Quarles, Seconded by Richardson. Passed unanimously.

Voting Yea: Glenn, Quarles, Richardson, Pennant

Mayor Pennant read the proclamation into the record and presented it to the Town of Dundee Library staff.

NEW BUSINESS

3. DISCUSSION & ACTION, RFP 24-04 RATIFICATION & CONSTRUCTION AGREEMENT

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public.

Meliton Jaramillo, 116 Garrison Ave, requested that his roads be repaved instead of renovations being made to the Community Center.

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

Commissioner Quarles asked the start date of the project.

Town Manager Davis responded the schedule would come after aligning dates with existing rentals.

MOTION TO APPROVE AND RATIFY the acceptance of the bids and the award to JCR Construction, approve the construction agreement that is attached and has already been executed by the contractor and the Town Manager made by Glenn, Seconded by Quarles. Passed unanimously.
Voting Yea: Glenn, Quarles, Richardson, Pennant

4. DISCUSSION & ACTION, RFP 24-06 EMERGENCY GENERATORS

Town Manager Davis gave the analysis.

Mayor Pennant opened the floor for comments from the public.

Cresciana Malinis, 502 Shepard, asked if FEMA would be reimbursing the full price.

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

MOTION TO APPROVE the award of the contract to Mid Florida Diesel, Inc for RFP 24-06 and authorize Town administration to take any and all necessary further action(s) to include, but not be limited to, negotiating and entering into the appropriate agreement with the vendor for the emergency generators made by Quarles, Seconded by Richardson. Passed unanimously.
Voting Yea: Glenn, Quarles, Richardson, Pennant

5. DISCUSSION & ACTION, UTILITIES DEPARTMENT TRUCK PURCHASE

Utilities & Special Projects Director Mercer gave the analysis.

Town Manager Davis stated that the fiscal impact for these vehicles of \$59,095.40 came in below the budgeted amount of \$89,000.

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 forward with the purchase of two trucks for the utilities department made by Richardson, Seconded by Quarles. Passed unanimously.
Voting Yea: Glenn, Quarles, Richardson, Pennant

REPORTS FROM OFFICERS

Town Manager Davis reported that Jessica Spell from the Dundee Fire Department had her baby over the weekend and Pete Kitchens from the building department and his wife also had their baby. She announced that the Town has received the award for Tree City USA for the 9th consecutive year. She reported that there will be communication posted on the Town's social media regarding the resurfacing project by Tucker Paving; on April 22nd the milling operation would be completed for 5th St, Highland Ave and Barrett Ave; on April 23rd-26th the paving will occur. She reminded the Commission of the Market Day on Saturday, April 13th and that the Ridge League of Cities dinner will be Thursday, April 11th. She reported that the side loader and rear loader garbage trucks have been delivered. She gave an update on the 4th St Splash Pad and the Veteran's Memorial lighting and irrigation. She reported that the signage for the Lincoln Ave speed bumps has been delayed and is the last component the Town is waiting on to install them.

Respectfully Submitted,

Trevor Douthat
Trevor Douthat, Town Clerk

ADJOURNMENT at 7:49 PM

APPROVAL DATE: _____