



TOWN COMMISSION SPECIAL MEETING MINUTES

August 12, 2025, at 6:30 PM

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

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

CALL TO ORDER at 6:30 p.m.

PLEDGE OF ALLEGIANCE led by Mayor Pennant

INVOCATION led by Commissioner Richardson

RECOGNITION OF SERGEANT AT ARMS – Sgt. Tony Frese

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

ROLL CALL taken by Administrative Assistant, Melissa Glogowski

PRESENT

Commissioner Goddard

Commissioner Richardson

Commissioner Wilson

Vice-Mayor Quarles

Mayor Pennant

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

Per motion made and approved at the July 22, 2025 meeting delegations-questions would be moved to the end of the agenda.

Asst. Town Attorney, Seth Claytor made a motion that Resolution 25-22 be added to the end of the agenda as a discussion item only.

APPROVAL OF AGENDA

Mayor Pennant opened the floor for public comment: being none, the floor was closed.

A motion to approve the amended agenda with changes was made by Commissioner Goddard, seconded by Vice-Mayor Quarles.

Voting in favor:, Commissioner Goddard, Commissioner Richardson, Commissioner Wilson, Vice-Mayor Quarles, Mayor Pennant

The motion passed unanimously.

APPROVAL OF CONSENT AGENDA: CONSENT AGENDA FOR AUGUST 12, 2025

The agreements on the Consent Agenda for consideration and approval include the following:

1. Republic Services Commercial Franchise Agreement

A motion to approve the amended agenda with changes was made by Commissioner Wilson, seconded by Commissioner Goddard.

Voting in favor:, Commissioner Goddard, Commissioner Richardson, Commissioner Wilson, Vice-Mayor Quarles, Mayor Pennant

The motion passed unanimously.

NEW BUSINESS

1. DISCUSSION & ACTION, PCSO INTERLOCAL AGREEMENT

Interim Town Manager Carbone read the analysis into the record.

Mayor Pennant opened the floor for public comments, seeing none, the floor was closed.

A motion to approve *the PCSO Interlocal Agreement* was made by Commissioner Goddard and seconded by Commissioner Wilson.

Voting in favor:, Commissioner Goddard, Commissioner Richardson, Commissioner Wilson, Vice-Mayor Quarles, Mayor Pennant

The motion passed unanimously.

2. DISCUSSION & ACTION, 0 SCENIC HWY CORRECTIVE UTILITY EASEMENT

Mayor Pennant opened the floor for public comments,

Alethea Pugh, 339 Biltmore Blvd. questioned if there was litigation due to the missing exhibits. Assistant Town Attorney, Claytor stated that this was recorded by the developer without the exhibits and this item resolves the issue.

Seeing no more comments, Mayor Pennant closed the floor.

A motion to approve *the Corrective Easement 0 Scenic Hwy. Corrective Utility Easement* was made by Commissioner Goddard and seconded by Richardson.

Voting in favor:, Commissioner Goddard, Commissioner Richardson, Commissioner Wilson, Vice-Mayor Quarles, Mayor Pennant

The motion passed unanimously.

A motion to approve *the form of the 0 Scenic Hwy Ruiz Agreement Re-Indemnification Hold Harmless and Maintenance Agreement and authorize the Interim Town manager to take any and all necessary further actions which include but are not limited to executing the agreement and authorizing staff to record same* was made by Commissioner Wilson and seconded by Commissioner Goddard.

Voting in favor:, Commissioner Goddard, Commissioner Richardson, Commissioner Wilson, Vice-Mayor Quarles, Mayor Pennant

The motion passed unanimously.

3. DISCUSSION & ACTION, COMMUNITY CENTER A/C COIL REPLACEMENT

Public Works Director, John Vice provided information regarding the Community Center A/C unit. Town received two bids, with the third bidder not wanting to provide a bid. One bid came in at \$5,300; the second bid was significantly higher as they did not want to replace just the part but the entire unit.

Mayor Pennant opened the floor for public comments, seeing none, the floor was closed.

A motion to approve *the repair of the Community Center A/C Coil pursuant to the quote sheet and the recommendation of the vendor*, was made by Commissioner Goddard, and seconded by Commissioner Wilson.

Voting in favor:, Commissioner Goddard, Commissioner Richardson, Commissioner Wilson, Vice-Mayor Quarles, Mayor Pennant

The motion passed unanimously.

4. DISCUSSION, RESOLUTION 25-22

Assistant Town Attorney Claytor provided information on Senate Bill 180. Attorney Claytor will send the information to the Interim Town Manager to forward to the Commission for review to make a decision at the next meeting.

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

Rhonda Sara, 125 Crestview Lane, questioned status of Vision Committee. Development Services Director stated that the Vision Committee is on hold at the moment and that it will be addressed in the 8/26 Budget Meeting.

Ray Hunt, 211 W. Frederick, Commented on his yard which has been flooding since hurricane season. Public Works Director, Vice stated that he and the engineer are working with JSK to get the problem resolved. Alan Rayl is staying in contact with all involved parties and if the builder does not fix it, the developer will.

Commissioner Richardson questioned the status of the MLK street repair. PW Director Vice stated they have plans but the \$35,000 needed to complete the project is not in the budget but he is working with Alan Rayl on an RFP.

seeing no more comments, the floor was closed.

REPORTS FROM OFFICERS

Polk County Sheriff's Office – None

Dundee Fire Department – None

Town Attorney – Thanked Interim Town Manager & Staff

Department Updates – None

Town Manager – Happy to be back, thanked staff especially Lorraine for holding down the fort while he was gone.

Commissioners – Thanked Sgt. Frese, town staff, everyone for coming out and engaging. Town staff is putting in the work for the next budget meeting.

ADJOURNMENT at 7:13p.m.

Respectfully submitted,

Melissa Glogowski

Acting Town Clerk

APPROVAL DATE: 04/21/2026

PUBLIC NOTICE: Please be advised that if you desire to appeal any decisions made as a result of the above hearing or meeting, you will need a record of the proceedings and in some cases, a verbatim record is required. You must make your own arrangements to produce this record. (Florida statute 286.0105)

If you are a person with disability who needs any accommodations in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the town clerk's office at 202 east main street, Dundee, Florida 33838 or phone (863) 438-8330 within 2 working days of your receipt of this meeting notification; if you are hearing or voice impaired, call 1-800-955-8771.