



TOWN COMMISSION MEETING MINUTES

March 25, 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 6:28 p.m.

PLEDGE OF ALLEGIANCE led by Mayor Pennant

INVOCATION led by Mayor Pennant

RECOGNITION OF SERGEANT AT ARMS – Detective Carlos Raymondi

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

ROLL CALL taken by Town Clerk Erica Anderson

PRESENT

Commissioner Richardson

Commissioner Pugh

Commissioner Quarles

Vice-Mayor Goddard

Mayor Pennant

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

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

Mayor Pennant opened the floor for delegations; seeing none, the floor was closed.

Mayor Pennant asked for a moment of silence for the recently passed resident Mr. Kevin Kitto

LETTER OF CIVILITY presented

APPROVAL OF CONSENT AGENDA: CONSENT AGENDA FOR MARCH 25, 2025

The minutes being reviewed include minutes from the following meetings:

Item A. Minutes for March 11, 2025

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

A motion was made to approve the minutes from the March 11, 2025, meeting, on the consent agenda by Mayor Pennant, seconded by Vice Mayor Goddard.

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

The motion passed unanimously.

Item B. Agreements

1. Respec Company Scope of Work

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

A motion was made to approve the agreement on consent agenda by Vice Mayor Goddard, seconded by Commissioner Richardson

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

The motion passed unanimously.

APPROVAL OF AGENDA

The following changes were made to the agenda:

- Agenda item #1 – Brynjulfson presentation was added to the agenda.
- Agenda item #4 – task order #4 was updated to task order #6

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

A motion to approve the agenda with changes was made by Commissioner Pugh, seconded by Commissioner Richardson.

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

The motion passed unanimously.

PROCLAMATIONS, RECOGNITIONS AND DESIGNATIONS

A. WATER CONSERVATION MONTH

Mayor Pennant read the Water Conservation Month Proclamation. Receiving the proclamation was Utilities and Special Projects Administrative Assistant Melissa Glogowski.

NEW BUSINESS

1. DISCUSSION & ACTION, LAKE RUTH STORM POND SLOPE REPAIR

Public Works Director, Vice, presented the analysis.

The Stormwater department has been repairing this slope throughout the rainy season and has consulted with different contractors and staff to receive three (3) quotes for repairs and a long-term solution to prevent a washout occurring again. Staff is requesting a contractor to install an overflow structure and pipe with an outfall closer to Lake Ruth. Doing so will allow the pond to fill to a designated level and outfall any large amounts of water.

Mayor Pennant opened the floor for public comment:
Michelle Thompson inquired about the bid for this project.

A motion to approve the Lake Ruth Storm Pond repair was made with Odom Contracting by Commissioner Pugh and seconded by Vice Mayor Goddard.

Voting in favor, Commissioner Quarles, Commissioner Richardson, Commissioner Pugh, Vice Mayor Goddard, Mayor Pennant

The motion passed unanimously.

2. DISCUSSION & ACTION, RESOLUTION 25-07 APPOINTMENT TO AUDITOR SELECTION COMMITTEE

Town Attorney Claytor provided the analysis for the Auditor Selection Committee.

Staff is seeking the appointment of Mr. Donaldson Barclay to serve as a member of the Auditor Selection Committee. Mr. Barclay is a resident of the Town and has expressed interest in serving this community. This appointment is to replace Committee Member Kevin Kitto.

Mayor Pennant opened the floor for public comment.

Michelle Thompson inquired about the placement of Mr. Barclay to the Auditor Selection Committee.

Motion made and seconded to approve the appointment Mr. Donaldson Barclay to the Auditor Selection Committee.

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

The motion passed unanimously.

REPORTS FROM OFFICERS

Dundee Fire Department

Town Attorney

No Comments

Department Updates

Town Manager

Main Street Center use for April 1, 2025, for Commissioner Pugh.

Assistant Town Attorney Claytor commented that, pursuant to applicable Florida law, the Main Street Center should not be used for campaigning purposes.

Interviews for the Finance Director position will be scheduled shortly.

Summer Camp information registration is on April 10, 2025. Financial Aid programs are available.

Sgt. Anderson has been promoted to Lieutenant.

Commissioners

Rafeal Jamarillo encouraged everyone to get out and vote.

ADJOURNMENT at 8:48 p.m.

Respectfully submitted,

Erica Anderson

Erica Anderson, Town Clerk

APPROVAL DATE: April 8, 2025

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.