



TOWN COMMISSION MEETING MINUTES

April 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 AT 6:30PM by Mayor Pennant

PLEDGE OF ALLEGIANCE led by Mayor Pennant

INVOCATION given by Pastor Downing followed by a moment of silence JP Powell

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

Bert Goddard

Willie Quarles

Mary Richardson

Sam Pennant

DELEGATIONS-QUESTIONS & COMMENTS FROM THE FLOOR

Annette Wilson, 408 Dr MLK St, expressed interest in being involved in the "vision" planning of Dundee.

APPROVAL OF CONSENT AGENDA: CONSENT AGENDA FOR MONTH DD, 20YY

A. AGREEMENTS

**1. POLK COUNTY SHERIFF'S FDLE AGREEMENT FOR INFORMATION
SHARING FOR DUNDEE**

2. POLK COUNTY PROPERTY APPRAISER 2023 DATA SHARING AND USAGE AGREEMENT

3. RFP 23-01 FIRE DEPARTMENT REMODEL CONTRACT

Town Manager Davis reported the following change to the consent agenda:

Item 3 was added to the consent agenda.

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 with changes for the meeting of April 25, 2023, motion made by Goddard, Seconded by Glenn. Passed Unanimously.

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

APPROVAL OF AGENDA

Town Manager Davis reported the following changes to the regular meeting agenda:

Item 4 – Had an update to Resolution 23-04 and the staff report.

Item 5 – Carter/Kaye agreement was updated to a task order and Emergency Resolution 23-07 was added.

MOTION TO APPROVE the regular meeting agenda for the meeting of April 25, , 2023, made by Quarles, Seconded by Goddard. Passed Unanimously.

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

PROCLAMATIONS, RECOGNITIONS AND DESIGNATIONS

Mayor Pennant presented Item 2 prior to Item 1.

1. PROCLAMATION, NATIONAL LIBRARY WEEK 2023

Proclamation read by Mayor Pennant, accepted by Library Director Young who gave an update on coming activities at the library.

MOTION TO SUPPORT National Library Week made by Richardson. Seconded by Goddard. Passed Unanimously.

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

2. AWARDS & RECOGNITION, CAPTAIN SHEA

Commissioner Glenn presented Captain Shea with his award.

Captain Shea thanked the Town and presented Captain Ed Hoilder.

Captain Hoilder introduced himself.

3. PROCLAMATION, NEW ST LUKE MISSIONARY BAPTIST CHURCH

Proclamation read by Mayor Pennant, accepted by Pastor and Mrs. Downing.

MOTION TO SUPPORT St Luke Missionary Baptist Church's Centennial Celebration made by Glenn, Seconded by Richardson. Passed Unanimously.

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

NEW BUSINESS

4. ORDINANCE 23-04, CALDWELL RIDGE VOLUNTARY ANNEXATION

Assistant Town Attorney Claytor read the title of Ordinance 23-04 into the record.

Town Planner Peterson gave the analysis.

Mayor Pennant opened the floor for comments from the public.

Jessica Farland, 315 7th St, asked what annexation means.

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

Vice Mayor Richardson asked what was planned for the site after annexation.

MOTION TO APPROVE Ordinance 23-04 made by Quarles, Seconded by Goddard. Passed Unanimously.

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

5. DISCUSSION & ACTION, EMERGENCY RESOLUTION 23-07 LAKE MARIE DRAINAGE

Assistant Town Attorney Claytor read the title 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.

Commissioner Quarles asked when the pumping would begin.

MOTION TO APPROVE Resolution 23-07 made by Quarles, Seconded by Glenn.

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

6. DISCUSSION & ACTION, PSAR CALCULATIONS

Town Manager Davis read 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 task order issued pursuant to a master continuing professional agreement made by Goddard, Seconded by Quarles.

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

7. DISCUSSION, TTHM CONSENT UPDATE

Town Manager Davis read the analysis.

Special Project Manager Mercer gave a breakdown of the annual drinking water report and what the results mean.

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

8. DISCUSSION & ACTION, VETERAN'S MEMORIAL PARK LOCATION

Town Manager Davis read the analysis.

Mayor Pennant opened the floor for comments from the public.

Archie Sapp, 703 N Adams Ave, approved the site.

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

MOTION TO APPROVE the site at 124 Dundee Rd for the Veteran's Memorial Park made by Quarles, Seconded by Glenn. Passed Unanimously.

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

9. DISCUSSION & ACTION, LAKE MARIE PLAYGROUND EQUIPMENT

Town Manager Davis read 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 purchase of playground equipment for Lake Marie Park not to exceed the amount of \$8000.00 made by Quarles, Seconded by Glenn. Passed Unanimously.

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

10. DISCUSSION & ACTION, VIRTUAL CLASS

Town Manager Davis read the analysis.

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

Motion to approve Vice-Mayor Richardson's attendance made by Goddard, Seconded by Glenn.

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

REPORTS FROM OFFICERS

Polk County Sheriff's Office – None

Dundee Fire Department – Fire Chief Carbone updated the run totals for the Department.

Town Attorney – Reported that the State legislative session ends on May 5th and that he will be bringing back periodic updates related to newly enacted laws as there are several that have significant impact on local government.

Town Manager –

- Wished Marjorie Lewis Happy Birthday again.
- Informed the Commission that she had given them a list of potential dates for budget workshops and asked that they look over them and be prepared to select dates at the next meeting.
- Asked everyone to keep JP Powell's family in their thoughts and prayers and said that she will keep everyone updated on memorial plans.
- Informed the Commission that she will be off on Friday, April 28th for her birthday.

Commissioners –

- Commissioner Glenn thanked John Vice and his crew for getting the palm trees installed.
- Commissioner Glenn asked to have the lighting on the Sheriff's Department and Fire Department signs fixed.
- Commissioner Glenn asked if the new Code Enforcement Officer is working.
- Commissioner Glenn informed that he will be asking for the Community Center to be painted with the new budget.
- Commissioner Goddard offered his condolences for the family of JP Powell

Mayor – asked what kind of palms were installed.

ADJOURNMENT at 8:09PM

Respectfully Submitted,

Trevor Douthat

Trevor Douthat, Interim Town Clerk

APPROVAL DATE: May9, 2023