



## TOWN COMMISSION MEETING MINUTES

March 28, 2023 at 6:30 PM

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

Phone: 863-438-8330 | [www.TownofDundee.com](http://www.TownofDundee.com)

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**CALL TO ORDER** by Mayor Pennant

**PLEDGE OF ALLEGIANCE** led by Mayor Pennant

**INVOCATION** given by Vice Mayor Richardson

**RECOGNITION OF SERGEANT AT ARMS** Sergeant Anderson was present

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

**ROLL CALL** Interim 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)*

**Annette Wilson, 408 Dr MLK St**, reported on the success of the speed humps that have been installed on MLK.

Seeing no further public come forward, Mayor Pennant closed the floor.

### APPROVAL OF CONSENT AGENDA: CONSENT AGENDA FOR MARCH 28, 2023

#### A. Minutes

1. February 14, 2023 Town Commission Meeting

2. February 28, 2023 Town Commission Meeting

**MOTION TO APPROVE** the consent agenda for the meeting of March 28, 2023, *motion made by Glenn, Seconded by Goddard. Passed Unanimously.*

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

## **APPROVAL OF AGENDA**

Town Manager Davis reported the following changes to the agenda:

- Item 05, a map was added
- Item 06 was added, Discussion and Action, WHEDC meetings

***MOTION TO APPROVE*** the regular meeting agenda with changes for the meeting of March 28, 2023, *motion made by Goddard, Seconded by Glenn. Passed Unanimously.*

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

## **NEW BUSINESS**

### **1. RESOLUTION 23-05, CDBG 2023-2024 GRANT FUNDING ALLOCATION**

Assistant Town Attorney Claytor read the legal description of Resolution 23-05

#### **RESOLUTION 23-05**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF DUNDEE, REGARDING THE ALLOCATION OF TOWN OF DUNDEE 2023-2024 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING IN THE APPROXIMATE AMOUNT OF \$30,216.00 AND ALLOCATION OF AVAILABLE TOWN CDBG FUNDING FOR ELIGIBLE PROJECTS; PROVIDING FOR SEVERABILITY; REPEAL OF CONFLICTING RESOLUTIONS; THE ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.**

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 23-05, CDBG Funding Allocation, motion made by Quarles, Seconded by Glenn. Passed unanimously***

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

### **2. RESOLUTION 23-06, LAKE DELL INVASIVE PLANT TREATMENT**

Assistant Town Attorney Claytor read the legal description of Resolution 23-06

#### **RESOLUTION NO. 23-06**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF DUNDEE, FLORIDA MEMORIALIZING A DECLARATION OF EMERGENCY AS TO THE AQUATIC PLANT MANAGEMENT AGREEMENT BETWEEN THE TOWN OF DUNDEE AND APPLIED AQUATIC MANAGEMENT, INC. FOR AQUATIC MANAGEMENT SERVICES TO INCLUDE ONE TIME CLEAN-UP AND A MINIMUM OF TWO TREATMENTS OF SUBMERSED VEGETATION CONTROL (HYDRILLA ONLY) AND TOW FASTEST ANALYSIS FOR LAKE DELL; MAKING A FINDING OF EMERGENCY UNDER STATE LAW AND SECTION 2-159(c)(2) OF THE CODE OF ORDINANCES OF THE TOWN OF DUNDEE; AND CONFIRMING AND APPROVING THE TOWN MANAGER'S ACTIONS IN ENTERING INTO SAID AQUATIC PLANT MANAGEMENT AGREEMENT WITH APPLIED AQUATIC MANAGEMENT, INC.**

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 how many treatments would be given and what the time period would be.

Town Manager Davis gave the intended schedule.

***MOTION TO APPROVE** Resolution 23-06, Lake Dell Treatment, motion made by Glenn, Seconded by Quarles. Passed unanimously.*

*Voting yea: Glenn, Goddard, Quarles, Richardson, Pennant*

### **3. DISCUSSION AND ACTION, LAKE MENZIE STORY WALK PROJECT**

Town Manager Davis gave the analysis and gave naming examples for the Story Walk Project.

Mayor Pennant opened the floor for comments from the public.

**Annette Wilson, 408 Dr MLK**, asked if the stories are going to change. Also, if the Tree Board would be the ones deciding what stories would be used.

Seeing no public come forth, the floor was closed.

Commissioner Goddard suggested including "fitness walk" in naming the project.

***MOTION TO APPROVE** Dundee Adventure Walk at Lake Menzie as the name of the project and by consensus, approve the expenditure of \$500- \$700 for the sign, motion made by Quarles, Seconded by Glenn. Passed unanimously.*

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

### **4. DISCUSSION AND ACTION, RACE ROAD/CAMP ENDEAVOR BLVD**

Town Manager Davis gave the analysis.

Mayor Pennant asked Alan Rayl about a similar issue with Lake Marie Boulevard.

Alan Rayl, Rayl Engineering, confirmed that the Town has been through this process before. He explained that this section of the road has no name in the platt book so we are naming the road, simply a cleanup process.

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

***MOTION TO NAME** the road as recommended by Town staff made by Quarles, Seconded by Glenn. Passed unanimously.*

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

## **5. DISCUSSION, SPLASH PAD UPDATE**

Town Manager Davis read the analysis detailing the revisions that are planned for the Splash Pad RFP.

**Jessica Farler, 315 7<sup>th</sup> St**, suggested using high school student volunteers to help with the construction and infrastructure.

## **6. DISCUSSION AND ACTION, WHEDC**

Town Manager gave the analysis and asked each commissioner to be available for an interview with the Winter Haven Economic Development Council.

## **REPORTS FROM OFFICERS**

Polk County Sheriff's Office had no updates

Dundee Fire Department Fire Chief Carbone updated the Commission on the run totals for the department. Mayor Pennant asked if there was a year-to-year comparison of the run totals.

Town Attorney thanked Chief Carbone for his participation in the DRC meetings. He reported that he had met with the Town's engineers regarding the Winn Dixie turn in.

Town Manager Davis gave the following updates:

- Town Planner Peterson will be speaking at the Dundee Ridge Community Academy on March 29, 2023 at 6:30PM
- Ridge League of Cities dinner is Thursday, April 13<sup>th</sup> in Wauchula
- Saturday, April 8<sup>th</sup>, 2023 the Town's Easter Egg Hunt will be at Church on the Hill from 11AM to 1PM followed by the Town's Autism Awareness event at the Development Services Building at 3PM
- Acknowledged Administrative Assistant Glogowski for her hard work, event planning and taking on multiple jobs including Human Resources and Accounts Payable in addition to her own duties.

Commissioners

Vice Mayor Richardson had no updates

Commissioner Quarles thanked Town Manager Davis and staff for participating.

Commissioner Glenn asked for an update on the palm trees. Town Manager Davis informed him that they have been ordered. He asked that Lake Marie's vegetation be checked out for treatment. He asked for an update on the special exception that had been renewed for the car shop by Dr. Martin Luther King Blvd. He also said he was proud of the job that staff did renovating the Historic Depot.

Commissioner Goddard thanked everyone for participating. Thanked Assistant Town Attorney Claytor for his work and report on the Winn Dixie turn in.

Mayor Pennant asked for an events date list.

**ADJOURNMENT at 7:19PM**

**Respectfully Submitted,**

*Trevor Douthat*

Trevor Douthat, Interim Town Clerk

**APPROVAL DATE:** May 9, 2023