



TOWN OF HIGHLAND BEACH TOWN COMMISSION MEETING MINUTES

Town Hall / Commission Chambers
3614 South Ocean Boulevard
Highland Beach, Florida 33487

Date: June 21, 2022
Time: 1:30 PM

1. CALL TO ORDER

Mayor Hillman called the meeting to order at 1:40 P.M.

2. ROLL CALL

Commissioner John Shoemaker
Commissioner Evalyn David
Commissioner Peggy Gossett-Seidman (Virtual) 1:44 P.M.
Mayor Douglas Hillman
Town Manager Marshall Labadie
Town Attorney Glen Torcivia
Administrative Support Specialist Ganelle Thompson

ABSENT

Vice Mayor Natasha Moore

3. PLEDGE OF ALLEGIANCE

The Town Commission led the Pledge of Alliance to the United States of America.

4. APPROVAL OF THE AGENDA

MOTION: David /Shoemaker - Moved to approve the agenda as presented, which passed unanimously 3 to 0.

5. PRESENTATIONS / PROCLAMATIONS

A. Palm Beach County Commission on Ethics Presentation by Rhonda Giger, General Counsel

Mayor Hillman read the title of Item 5.A.

Ms. Rhonda Giger of the Palm Beach Commission on Ethics General Counsel and Commission Liaison provided a presentation on Ethics and distributed "A Practical Guide to the Code of Ethics" booklet to the Town Commission.

B. State of Education Report by School Board Member Erica Whitfield, District 4, School District of Palm Beach County

Mayor Hillman introduced Item 5.B.

School Board Member Erica Whitfield, District 4 of the School District of Palm Beach County presented the State of Education Report.

6. PUBLIC COMMENTS

Dave Goldberg provided public comments about the fire station.

7. ANNOUNCEMENTS

Mayor Hillman read the announcements as follows:

Board Vacancies

Board of Adjustment and Appeals - One vacancy for a three-year term

Natural Resources Preservation Advisory Board - One vacancy for an unexpired term ending April 30, 2024

Meetings and Events

July 04, 2022 - Town Hall Closed in observance of Independence Day

July 07, 2022 - 2:00 P.M. Financial Advisory Board Regular Meeting

July 12, 2022 - 1:00 P.M. Code Enforcement Board Regular Meeting

July 14, 2022 - 9:30 A.M. Planning Board Regular Meeting

August 02, 2022 - 1:30 P.M. Town Commission Meeting

Board Action Report

A. Code Enforcement Board (Information Only)

Commissioner David mentioned that the Code Enforcement Board Report should include the case violation.

8. ORDINANCES

A. None.

9. CONSENT AGENDA

A. None.

10. UNFINISHED BUSINESS

A. Fire Rescue Implementation Update

Mayor Hillman introduced Item 10.A.

Tom McCarthy with T P McCarthy Consulting LLC provided information on the Certificate of Public Convenience and Necessity (COCPN) process.

Town Manager Labadie provided an update on the Fire Rescue Implementation.

11. NEW BUSINESS

A. Approve and authorize the Town Manager to purchase a Type 1 Chevrolet CK3500 EMS Vehicle from Ten-8 Fire & Safety, LLC in the amount not to exceed \$300,000.

Mayor Hillman introduced Item 11.A.

Assistant Town Manager Terisha Cuebas presented item 11.A. In addition, Mr. Tom McCarthy with TP McCarthy Consulting LLC provided comments about this matter. Lastly, Consultant Glenn Joseph with GC Joseph & Associates, LLC spoke about the requirements of the Certificate of Public Convenience and Necessity (COCPN).

MOTION: David/Shoemaker - Moved to authorize the purchase of this vehicle not to exceed \$300,000. Upon roll call: Commissioners David (Yes), Shoemaker (Yes), Gossett-Seidman (Yes), and Mayor Hillman (Yes), which passed on a 4 to 0 vote.

B. Discussion of marine accessory structures ordinance review timeline

Mayor Hillman introduced Item 11.B.

There were discussions about combining the Town Commission and Planning Board meetings in order to discuss the marine accessory structures with public participation. Additionally, there were suggestions that each Town Commissioner take an independent site observation trip on the police boat with Town staff to review the marine accessory structures on the Intracoastal waterway.

Town Manager Labadie mentioned that staff will bring an item back to Town Commission at the next meeting.

Commissioner Gossett-Seidman exited the meeting at 2:53 P.M.

C. Discussion on recognition of the Sea Turtle Group

Mayor Hillman introduced Item 11.C.

There were discussions about future recognition of the Sea Turtle Group and inviting the group to the Advisory Board luncheon in February.

D. Approval of the Commission Meeting Minutes

Mayor Hillman introduced Item 11.D.

June 07, 2022, Commission Meeting Minutes

MOTION: David/Hillman - Moved to accept the minutes of June 07, as amended, which passed unanimously 3 to 0.

12. TOWN COMMISSION COMMENTS

Commissioner John Shoemaker spoke about the different media outlets available for the residents to view the Town Commission meetings. He suggested more advertising concerning this matter. He provided an update on Mr. John Bury, the oldest WWII Veteran in Highland Beach. Lastly, he asked about the marine setbacks and Mayor Hillman responded to him.

Commissioner Evalyn David thanked all the board members for volunteering on the Town's boards. Additionally, she thanked the consultants.

Mayor Douglas Hillman asked about the monthly Town Commission letters. Town Manager Labadie suggested compiling letters every other month and making them more specific to an item.

13. TOWN ATTORNEY'S REPORT

Town Attorney Torcivia had nothing to report.

14. TOWN MANAGER'S REPORT

Town Manager Labadie provided a report as follows:

On June 30th, the Inspector General's Office will be onsite to review the Town's Information Technology (IT) infrastructure.

Staff is currently reassessing the Building Recertification Program compared to the state law.

The State denied the Town's state appropriation request. Town staff will refile for grants.

The Town received a letter from the Joint Legislative Auditing Committee (JLAC) about the audit findings and town staff has sent a response to the JLAC.

The Town received two bids for the sewer lining project.

Lastly, he spoke about the Town of Gulfstream's interest in partnering with Highland Beach for Building Department services.

15. ADJOURNMENT

The meeting adjourned at 3:33 P.M.

APPROVED on July 19, 2022, Town Commission Meeting.

ATTEST:



A handwritten signature in blue ink, appearing to read "Ganelle Thompson".

Ganelle Thompson,
Administrative Support Specialist

A handwritten signature in blue ink, appearing to read "Douglas Hillman".

Douglas Hillman, Mayor

Transcribed by
Ganelle Thompson

07/19/2022

Date

Disclaimer: Effective May 19, 2020, per Resolution No. 20-008, all meeting minutes are transcribed as a brief summary reflecting the event of this meeting. Verbatim audio/video recordings are permanent records and are available on the Town's Media Archives & Minutes webpage: <https://highlandbeach-fl.municodemeetings.com/>.