



Town Council Meeting

March 13, 2023 at 6:00 PM

Howey-in-the-Hills Town Hall

101 N. Palm Ave.,

Howey-in-the-Hills, FL 34737

MINUTES

Mayor MacFarlane called the Town Council Meeting to order at 6:00 p.m.
Mayor MacFarlane led the attendees in the Pledge of Allegiance to the Flag.
Councilor Reneé Lannamañ delivered an invocation.

ROLL CALL

Acknowledgement of Quorum

MEMBERS PRESENT:

Councilor Reneé Lannamañ | Councilor David Miles | Councilor George Lehning | Mayor Pro Tem Marie V Gallelli | Mayor Martha MacFarlane

STAFF PRESENT:

Sean O'Keefe, Town Administrator | John Brock, Town Clerk | Morgan Cates, Public Works Director | Rick Thomas, Police Chief | Tom Wilkes, Town Attorney | Tom Harowski, Town Planner (via Zoom)

AGENDA APPROVAL/REVIEW

Motion made by Councilor Lehning to approve the meeting's agenda; seconded by Councilor Lannamañ. Motion approved unanimously by voice vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Councilor Lehning, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: None

CONSENT AGENDA

Routine items are placed on the Consent Agenda to expedite the meeting. If Town Council/Staff wish to discuss any item, the procedure is as follows: (1) Pull the item(s) from the Consent Agenda; (2) Vote on the remaining item(s); and (3) Discuss each pulled item and vote.

1. The approval of the minutes and ratification and confirmation of all Town Council actions at the February 27, 2023 Town Council Meeting.

Motion made by Councilor Lannamañ to approve the Consent Agenda with Councilor Miles' edit of the minutes; seconded by Mayor Pro Tem Gallelli. Motion approved by voice vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Councilor Lehning, Mayor Pro Tem Gallelli

Nay: Mayor MacFarlane

PUBLIC HEARING

None

OLD BUSINESS

None

NEW BUSINESS

2. Consideration and Approval: **Proclamation Celebrating March 2023 as Florida Bicycle Month**

Mayor MacFarlane read out loud the Proclamation Celebrating March 2023 as Florida Bicycle Month.

Mayor MacFarlane opened Public Comment for this item. Seeing no public comment, Mayor MacFarlane closed Public Comment.

Motion made by Councilor Lannamañ to approve the Proclamation; seconded by Mayor Pro Tem Gallelli. Motion. Motion approved by voice vote.

Voting

Yea: Councilor Lannamañ, Councilor Lehning, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: Councilor Miles

Mayor MacFarlane acknowledged that Lake County Commissioner Kirby Smith and Lake County Manager Jennifer Barker were in attendance at the Town Council meeting and invited them to speak before the Council. Commissioner Smith said it was important for the Town and County to be more collaborative and introduced Mrs. Barker. Mrs. Baker stated she looked forward to working with the Town.

3. Consideration and Approval: **Planning & Zoning Board Member Appointment**

Mayor MacFarlane invited the two candidates for the open Planning and Zoning Board Member position to come forward and introduce themselves. The two candidates were Joshua Husemann and Frances O'Keefe Wagler. It was acknowledged that, if selected, Mrs. Wagler would be renewing her position on the Board, as the seat that was open was due to her three-year term ending. Both candidates explained their background and qualifications.

Motion made by Councilor Miles to reappoint Frances O'Keefe Wagler to the Planning and Zoning Board; seconded by Mayor Pro Tem Gallelli. Motion approved by roll-call vote.

Voting

Yea: Councilor Miles, Councilor Lehning, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: Councilor Lannamañ

4. Discussion: **Next Steps for Water Treatment Plant #3 and Wells #5 and #6**

Mayor MacFarlane gave an informational presentation on the next steps for Water Treatment Plant #3 and Wells #5 or #6. Mayor MacFarlane explained the history of the project, as well as the next steps.

Councilor Lannamañ asked what the cost of decommissioning the old water treatment plant would be. Mayor MacFarlane stated that she would ask Public Utilities Supervisor, James Southall, if the Town knew what the cost of decommissioning the old water treatment plant would be. Councilor Miles asked if the Town would be required to abandon the old well.

Mayor MacFarlane opened Public Comment for this item only.

Wendy Zermeno, 25896 Bloomfield Ave., Howey-in-the-Hills (unincorporated Lake County) – Mrs. Zermeno questioned where the well and water treatment plant would be located and asked if they would be large enough to accommodate potential new growth within the Town of Howey-in-the-Hills.

Seeing no further public comment, Mayor MacFarlane closed Public Comment for this item.

5. Consideration and Approval: **Councilor Miles as Liaison for All Wastewater Matters**

Mayor MacFarlane asked Town Manager, Sean O’Keefe, to introduce and explain this item. Mr. O’Keefe stated that he had been asked to create some verbiage about this item. Mr. O’Keefe stated that Town Attorney, Tom Wilkes, had also created verbiage about this item that had been passed around before the meeting. Mr. Wilkes’ verbiage was:

“In recognition of Councilor Miles’ exceptional experience and expertise in the finance, accounting, management and operation of water and wastewater utility systems, I move that Town Council designate Councilor Miles as the Town Council member to work with the Town Manager in the formulation and implementation of long-range wastewater-system planning. In that role Councilor Miles is requested and authorized to collaborate with the Town Manager and staff, consultants, and stakeholders, and to focus on, to monitor, and generally to participate with the Town Manager in the formulation of long-range plans, goals, objectives, and strategies to develop a comprehensive wastewater system capable of serving all current and future properties in the Town.

This designation does not authorize Councilor Miles to serve in an executive or managerial capacity, to direct or otherwise assign tasks to staff or consultants or the Town Attorney, to initiate negotiations with third parties, to bind the Town legally in any way, or otherwise to take any action that is within the prerogative and authority of the Town Manager or the Town Council.”

Mayor Pro Tem Gallelli made a motion to approve Councilor Miles as Town Council liaison on wastewater matter as defined in Mr. Wilkes’ verbiage; seconded by Councilor Lehning.

Councilor Miles stated that he did not like the way the second paragraph in Mr. Wilkes’ verbiage was written.

Mayor MacFarlane opened Public Comment for this item only.

Tim Everline, 1012 N. Lakeshore Blvd. – Mr. Everline questioned who had experience negotiating on wastewater matters and then urged the Council to approve Councilor Miles as liaison on wastewater matters.

Janice McLain, 109 S Lakeshore Blvd. – Ms. McLain objected to the term “negotiate”.

Seeing no further public comment, Mayor MacFarlane closed Public Comment for this item.

Motion made by Councilor Miles to amend the motion on the floor to change the second paragraph of Mr. Wilkes verbiage to say “*This designation does not authorize Councilor Miles to serve in an executive or managerial capacity, to direct or otherwise assign tasks to staff or consultants or the Town Attorney, or otherwise to take any action that is within the prerogative and*

authority of the Town Manager or the Town Council.”; seconded by Councilor Lehning. Motion passed by roll-call vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Councilor Lehning

Nay: Mayor Pro Tem Gallelli, Mayor MacFarlane

Original motion (*now with Mr. Wilkes’ verbiage having been edited by the previous motion*) Motion made by Mayor Pro Tem Gallelli to approve Council Miles as Town Council liaison on wastewater matter as defined in Mr. Wilkes’ verbiage; seconded by Councilor Lehning. Motion approved by roll-call vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Councilor Lehning

Nay: Mayor Pro Tem Gallelli, Mayor MacFarlane

6. Consideration and Approval: Creating a Resident seat on the Development Review Committee (DRC)

Mayor MacFarlane asked Mayor Pro Tem Gallelli to introduce and explain this topic. Mayor Pro Tem Gallelli summarized that several residents had reached out to her suggesting that a resident be added to the DRC so that they would feel comfortable sitting in on the meeting talking about it with other residents. Mayor Pro Tem Gallelli suggested that perhaps the Town could try this even on a 6-month trial period.

Councilor Lannamañ asked if the public was already allowed to attend DRC meetings. Mayor MacFarlane acknowledged that the public was already allowed to attend DRC meetings and make public comments. It was also stated that DRC meetings were already publicly noticed.

Councilor Miles stated that the only problem he had with the DRC meeting as outlined in the Town’s Land Development Code (LDC) was that it was not codified in the code that the public was allowed to attend the meetings. Councilor Miles suggested that, even though the Town Manager had been allowing the public to come to the meetings, the LDC should be amended to make this mandatory.

Mayor MacFarlane opened Public Comment for this item only.

Glennys Barber, 307 S. Lakeshore Blvd – Ms. Barber stated that she doesn’t think the DRC meeting should be private and that the public should be allowed to attend.

Janice McLain, 109 S. Lakeshore Blvd. – Ms. McLain thinks that having a resident seat on the DRC would be a good thing.

Seeing no further public comment, Mayor MacFarlane closed Public Comment for this item.

Mayor Pro Tem Gallelli stated that she would go back to the residents that requested a resident seat on the DRC and see what they think.

Mayor MacFarlane paused the meeting for a 5-minute break at 7:49 p.m.

Motion made by Councilor Lannamañ to table this item to the next meeting; seconded by Councilor Lehning. Motion approved unanimously by voice vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Councilor Lehning, Mayor Pro Tem Gallelli, Mayor

MacFarlane
Nay: None

7. **Consideration and Approval: North Dixie Drive Reconstruction Project for FY 2023**

Mayor MacFarlane asked Public Works Director, Morgan Cates, to introduce and explain this item. Mr. Cates summarized the Road Improvement Options that the Town Engineer had created and had submitted in the meeting's packet. Mr. Cates recommended that, as a standard for older roads in Town, the 18-foot-wide road be the standard that is used.

Councilor Gallelli stated that she thought that Dixie Drive should have a sidewalk on one side and ribbon curbing.

Mayor MacFarlane opened Public Comment for this item only.

Frances O'Keefe Wagler, 409 W Central Ave. – Mrs. Wagler suggested that the Town should get a bus grid from Lake County Schools prior to making this decision.

Wendy Zermeno, 25896 Bloomfield Ave., Howey-in-the-Hills (unincorporated Lake County) – Mrs. Zermeno questioned the construction process.

Christina Hawkins, 1110 N. Lakeshore Blvd. – Mrs. Hawkins stated that she thought bus stop positions would change over time.

Todd Hawkins, 1110 N. Lakeshore Blvd. – Mr. Hawkins suggested that all the utilities (such as electricity, cable and phone) should be placed underground when roads undergo a reconstruction.

Seeing no further public comment, Mayor MacFarlane closed Public Comment for this item.

Motion made by Councilor Miles to design and construct a roadway, repaving N. Dixie Drive from Pine Street to W. Cypress Ave. (a distance of approximately 1,440 linear feet), to include the intersection of Pine and N. Dixie Drive, with the street width being 18 feet wide, with a sidewalk on one side of the road (at the Public Works Director's discretion as to which side), with ribbon curbing on both sides of the road (or whatever curbing the Public Works Director deems appropriate), this should be accomplished within the Town's current budget, and completed by September 30, 2023; seconded by Councilor Lannamañ. Motion approved unanimously by roll-call vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Councilor Lehning, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: None

8. **Consideration and Approval: Citrus Ave Reconstruction Project FY 2024**

Motion made by Councilor Miles to table this item until the next Town Council Meeting; seconded by Mayor Pro Tem Gallelli. Motion approved unanimously by voice vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Councilor Lehning, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: None

DEPARTMENT REPORTS

9. Town Hall

Written report was included in the meeting's packet.

Motion made by Councilor Miles that the builder of the property at 400 E. Croton Way (Harvey G. Newsome Jr. Inc.) not be allowed to pull any permits or do any further work within the Town of Howey-in-the-Hills until he resolves his outstanding water bill from that property (currently at \$2,291.31) and any future charges to the satisfaction of the Town Clerk; seconded by Councilor Lehning. Motion passed unanimously by voice vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Councilor Lehning, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: None

10. Police Department

Written report was included in the meeting's packet.

11. Code Enforcement

Written report was included in the meeting's packet.

12. Public Works

Written report was included in the meeting's packet.

13. Library

Written report was included in the meeting's packet.

14. Parks & Recreation Advisory Board / Special Events

None

15. Town Attorney

None

16. Finance Supervisor

Written report was included in the meeting's packet.

17. Town Manager

Town Manager, Sean O'Keefe, stated that the Finance Supervisor has reinvested almost all available funds into higher yielding funds. The proposed Cedar Creek development will come before the Town Council during the first meeting in April. Mr. O'Keefe solicited donations of candy from residents for the Town's Easter Egg Dash, scheduled for April 8, 2023.

COUNCIL MEMBER REPORTS

18. Mayor Pro Tem Gallelli

Mayor Pro Tem Gallelli suggested that, when large trees are taken down, maybe new trees should be planted and that the Town had a tree fund that could assist. Mayor Pro Tem Gallelli also wished the audience in attendance a Happy St. Patrick's Day.

19. Councilor Lehning

Councilor Lehning informed the Town Council that, if the Town wanted to add a car show component to the Howey Founder's Day celebration, he would not be able to manage or assist. Councilor Lehning wanted Mayor MacFarlane to know that he did not take offense to a remark she had made in the previous Town Council Meeting, in reference to the proposed Citrus Ave. rebuild project.

20. Councilor Miles

Councilor Miles wanted Mayor MacFarlane to know that he did take offense to a remark she had made in the previous Town Council Meeting.

21. Councilor Lannamañ

Councilor Lannamañ thanked the audience for attending the meeting.

22. Mayor MacFarlane

Mayor MacFarlane gave an update on the County Joint Planning Agency and the Rural Protection Area. Mayor MacFarlane asked the Public Works Director to look at the dead tree at 509 Dupont Circle.

PUBLIC COMMENTS

Any person wishing to address the Mayor and Town Council and who is not on the agenda is asked to speak their name and address. Three (3) minutes is allocated per speaker.

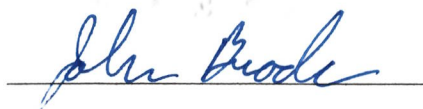
Glennys Barber, 307 S. Lakeshore Blvd – Ms. Barber stated that she thought the Town should utilize the smartboard more during Town Council meetings.

ADJOURNMENT

There being no further business to discuss, a motion was made by Councilor Lehning to adjourn the meeting; Councilor Lannamañ seconded the motion. Motion was approved unanimously by voice vote.

The Meeting adjourned at 8:42 p.m. | **Attendees: 44**

ATTEST:

A handwritten signature in blue ink, appearing to read "John Brock", is written over a horizontal line.

John Brock, Town Clerk

A handwritten signature in blue ink, appearing to read "Martha MacFarlane", is written over a horizontal line.
Mayor Martha MacFarlane