



## **Town Council Meeting**

**April 11, 2022 at 6:00 PM**

**Howey-in the-Hills Town Hall**

**101 N. Palm Ave.**

**Howey-in-the-Hills, FL 34737**

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### **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.  
Mayor MacFarlane led the attendees in an Invocation.

#### **ROLL CALL**

Acknowledgement of Quorum

#### **MEMBERS PRESENT:**

Councilor George Lehning | Councilor Marie V. Gallelli | Councilor Rick Klein | Mayor Pro-Tem Ed Conroy | Mayor Martha MacFarlane

#### **STAFF PRESENT:**

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

#### **AGENDA APPROVAL/REVIEW**

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

#### **Voting**

**Yea:** Councilor Lehning, Councilor Gallelli, Councilor Klein, Mayor Pro-Tem Conroy, 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 April 28, 2022 Town Council Workshop Meeting.
2. The approval of the minutes and ratification and confirmation of all Town Council actions at the April 28, 2022 Regular Town Council Meeting.
3. Consideration and Approval: **Reappointment of Tina St. Clair to the Planning & Zoning Board.**

4. Consideration and Approval: **Annual Selection of Board Chair and Vice-Chair**
5. Consideration and Approval: **RFP 2022-001 Howey Pier Proposal Review** (*PULLED TO NEW BUSINESS FOR DISCUSSION*)

Motion made by Mayor Pro-Tem Conroy to pull item #5 for discussion into New Business and to approve the remainder of the consent agenda; seconded by Councilor Lehning. Motion approved unanimously by voice vote.

**Voting**

**Yea:** Councilor Lehning, Councilor Gallelli, Councilor Klein, Mayor Pro-Tem Conroy, Mayor MacFarlane

**Nay:** None

**PUBLIC HEARING**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

5. Consideration and Approval: **RFP 2022-001 Howey Pier Proposal Review** (MOVED FROM CONSENT AGENDA)

Mayor MacFarlane asked Town Administrator, Sean O'Keefe, to introduce this topic. Mr. O'Keefe explained the Request for Proposal (RFP) process and that the Town had received 9 proposals. Public Works Director, Morgan Cates, explained how the proposals were ranked. Mr. Cates explained that the top three ranked bids were Qualis General Contractors (\$33,688.14), Signature Construction Inc. (\$74,389.00), and Hottinger Construction LLC (\$92,820.71). Mr. Cates stated that he was skeptical of the quality of lumber that the Town would receive from Qualis General Contractor due to the low price quoted. Mayor Pro-Tem Conroy stated that he was not comfortable with Qualis' proposal due to the inordinately low cost.

Mr. Cates stated that Hottinger Construction LLC was a little different from the other proposals in that they would get their lumber from a supplier in Georgia and the lumber would be kiln-dried so that it could be sealed on both sides without having to wait for the wood to dry out. In addition, Mr. Cates stated that Hottinger Construction LLC had been the vendor that had originally created the Fishing Pier. Mayor Pro-Tem Conroy spoke in favor of Hottinger Construction LLC, stating that they have a reputation for doing good work. Mayor MacFarlane stated that she felt the Town should look at all three of the top ranked bids, but that she believed that Hottinger Construction LLC might be the Town's best option to get the project completed successfully the first time. Councilor Klein stated that he had spoken to Mr. Hottinger and that he was in support of them.

Councilor Lehning stated that he thought the Town should have a Payment Performance Bond for this project, no matter who the Town contracted with. Mayor MacFarlane stated that for large projects, like the Downtown Sewer Project, the Town requires a Performance Bond, but that it was not required for this project.

Mayor MacFarlane opened up Public Comment for this item.

Clay Ormsbee, 301 N Lakeshore Blvd. – Mr. Ormsbee stated that the boat ramp pier had been built 13-years ago and that the fishing pier had been built at least 20-years ago. Mr. Ormsbee stated that he felt Mr. Hottinger would do the best job and if you needed proof of it, you should look at his work on the boat launch pier.

Peter Tuite, 300 E Croton Way – Mr. Tuite questioned the process of evaluating the proposals.

Motion made by Mayor Pro-Tem Conroy to approve of the Public Works Director and Town Administrator to contract with one of the top three ranked proposals; seconded by Councilor Gallelli. Motion approved unanimously by roll call vote.

**Voting**

**Yea:** Councilor Lehning, Councilor Gallelli, Councilor Klein, Mayor Pro-Tem Conroy, Mayor MacFarlane

**Nay:** None

6. Consideration and Recommendation: **Shawn Johnson Planning & Zoning Board Applicant**

Mayor MacFarlane asked Sean O’Keefe, Town Administrator, to introduce this item. Mr. O’Keefe introduced Mr. Johnson to the Town Council and Mr. Johnson explained why he wanted to get involved with the Planning & Zoning Board.

Motion made by Mayor Pro-Tem Conroy to appoint Shawn Johnson to the Planning & Zoning Board; seconded by Councilor Gallelli. Motion approved unanimously by voice vote.

**Voting**

**Yea:** Councilor Lehning, Councilor Gallelli, Councilor Klein, Mayor Pro-Tem Conroy, Mayor MacFarlane

**Nay:** None

7. Consideration and Recommendation: **Sheldon Lucien Planning & Zoning Board Applicant**

Mayor MacFarlane asked Sean O’Keefe, Town Administrator, to introduce this item. Mr. O’Keefe introduced Mr. Lucien to the Town Council and Mr. Lucien explained why he would like to serve on the Planning & Zoning Board.

Motion made by Mayor Pro-Tem Conroy to appoint Sheldon Lucien to the Planning & Zoning Board; seconded by Councilor Lehning. Motion approved unanimously by voice vote.

**Voting**

**Yea:** Councilor Lehning, Councilor Gallelli, Councilor Klein, Mayor Pro-Tem Conroy, Mayor MacFarlane

**Nay:** None

8. Discussion: **Possible Reconsideration of Future Land Use Policy 1.11.6 (Grid Street Pattern)**

Mayor MacFarlane asked Sean O’Keefe to introduce this item. Mr. O’Keefe explained that this topic was added to the agenda due to requests from Town Councilors. Mr. O’Keefe explained that he was looking for a consensus from the Town Council as to whether the Town should take on the expenses associated with reviewing this item with the Planning & Zoning Board. Town Planner, Tom Harowski, explained the grid street policy and that the Planning & Zoning board could investigate the impact of changing the Town’s rules as it related to requiring developers follow the Town’s current grid street pattern.

Councilor Gallelli stated that she would like the Planning & Zoning board to look into this topic. Mayor MacFarlane questioned Councilor Gallelli about what she thought would be an appropriate cost for investigating this issue. Councilor Lehning stated that he didn’t want the amount of traffic on Lakeshore Blvd. to increase due to developments having streets interconnected with the old part of Howey. Mayor MacFarlane explained that she was looking for the proposed “scope” of this project, that is, what Town Council wanted the change to be. Mayor Pro-Tem Conroy stated that the Comprehensive Plans should

have enough leeway or flexibility so that the Town Council can ensure that appropriate actions are conducted.

Mayor MacFarlane stated that she believed that the consensus from the Town Council was that they would like a minimum amount of effort put into evaluating this topic and that the Town Council did not believe the Comprehensive Plan needed to be changed, but that Land Development Code (LDC) should be changed to be more in line with the Comprehensive Plan. Mayor MacFarlane explained that the LDC should be amended to be more flexible, like the Comprehensive Plan, stating that street grids should be continued when appropriate rather than as a mandatory item.

Mayor MacFarlane opened Public Comment on this issue.

Clay Ormsbee, 301 N Lakeshore Blvd. – Mr. Ormsbee stated it will be a perk to a developer to have access to Lakeshore Blvd. Mr. Ormsbee stated that a developer will want access to Lakeshore Blvd, but the Town did not have to give him access.

Peter Tuite, 300 E Croton Way – Mr. Tuite stated that he did not want any additional traffic in the Old Howey/Griffin Village area of Town. Mr. Tuite stated he believed that turning off Citrus onto SR 19 was a death trap.

9. Discussion: **Possible Reconsideration of Multifamily and Townhouse Parking Requirements**

Mayor MacFarlane asked Sean O’Keefe, Town Administrator, to introduce this item. Mr. O’Keefe explained that this item was added to the agenda based off feedback from the Planning & Zoning Board when they were evaluating the Venezia Townhomes development. The Town’s current code does not require 2-car garages for townhomes and the Planning & Zoning Board would like to visit this issue for upcoming developments. Mr. O’Keefe stated that seemed like the general consensus from Town Council was that Planning & Zoning should investigate this item and there was no disagreement with this statement.

10. Consideration and Approval: **RFP 2022-002 Solid Waste Proposal Review**

Mayor MacFarlane asked Sean O’Keefe, Town Administrator, to introduce this item. Mr. O’Keefe explained that the Town’s contract with WCA/GFL for solid waste services was concluding in September, which is why the Town created this RFP to solicit proposals for a new solid waste contract for the Town. Mr. O’Keefe stated that the Town had received 4 bids and that GFL was essentially tied for the best price, although it would still be an increase of approximately 50%. Mr. O’Keefe stated that bulk pickup would no longer be included with the standard cost.

Terrance Rolle, Operations Supervisor for GFL was available for questions.

Martha MacFarlane opened Public Comment for this item.

Peter Tuite, 300 E Croton Way – Mr. Tuite stated that he thought the Town should not engage in a long contract.

Motion made by Mayor Pro-Tem Conroy accept the GFL Solid Waste Proposal; seconded by Councilor Lehning. Motion passed unanimously by roll call vote.

**Voting**

**Yea:** Councilor Lehning, Councilor Gallelli, Councilor Klein, Mayor Pro-Tem Conroy, Mayor MacFarlane

**Nay:** None

Mayor MacFarlane invited Lake County Commissioner, Kirby Smith, to speak, as he was in attendance at the meeting. Commissioner Smith explained that, due to redistricting, he was fortunate enough to have Howey-in-the-Hills added to his district. Commissioner Smith explained that, if the Town needed assistance in the future, that the Town should reach out to him.

## **DEPARTMENT REPORTS**

### **11. Town Hall**

Town Clerk, John Brock, gave the Town Hall report for March 2022. Mr. Brock also explained that the Town email accounts had recently been under intensive phishing email attacks. Mr. Brock explained that all of the Town's Boards have now undergone annual Sunshine, Ethics, Public Record and Gifts training, with the exception of the Police Pension Board.

### **12. Police Department**

Police Chief, Rick Thomas, gave the March 2022 report. Chief Thomas explained that the Police chaplain was retiring soon. Chief Thomas also explained that the Police Department would be taking part in the National Drug Take Back Day on Saturday, April 30<sup>th</sup> from 10 a.m. to 2 p.m.

### **13. Code Enforcement**

Town Clerk, John Brock, stated that the next Special Magistrate hearing would occur on May 25, 2022 at 10 a.m. at Town Hall.

### **14. Public Works**

Public Works Director, Morgan Cates, introduced James South, Public Utilities Supervisor. Mr. Southall gave the March 2022 Monthly Utilities report. Mr. Southall stated that Well #3 was currently offline due to needing a new pump. Mr. Cates gave the March 2022 Public Works report. Mr. Cates stated that both James Southall and Azure Botts have passed a Stormwater Inspection training class. Mr. Cates gave the March 2022 Public Works report and an update on the maintenance at Sara Maude Mason Nature Preserve. Councilor Klein asked about the status of the repair of the sidewalk near the Town's Boat Ramp and he stated that he thought that Sara Maude Mason Nature Preserve looked much improved.

### **15. Library**

Nothing to report.

### **16. Parks & Recreation Advisory Board / Special Events**

Pat Miller, Parks & Recreation Board Member, explained that the Board currently needed one more member.

### **17. Town Attorney**

Tom Wilkes, Town Attorney, stated that he would have to postpone a recap of Senate Bill 620 to a future meeting.

### **18. Town Administrator / Finance Manager - Finance and Development Reports**

Sean O'Keefe, Town Administrator, stated that, since the Town Council had just concluded a Mid-Year Budget workshop prior to the Town Council meeting, he had nothing to add.

## **COUNCIL MEMBER REPORTS**

### 19. Mayor Pro-Tem Conroy

Mayor Pro-Tem Conroy gave an MPO update and that a cost and feasibility study on SR 19 would be moving forward. Mayor Pro-Tem Conroy also stated that the Town Administrator or Mayor could send MPO Chair ,Mike Woods, a letter requesting completion of the sidewalk project near Venezia and he might be agreeable to getting that done very shortly and at no cost to the Town. Mayor Pro-Tem Conroy asked Lake County Commissioner Kirby to help get N. Buckhill Road paved to assist with the bike trail. Commissioner Smith also stated that a primary focus of him was to expand SR 19 to four lanes.

### 20. Councilor Lehning

Councilor Lehning asked for an update on the possibility of the Town getting its own sewer treatment plant and for an update on the purchase of the land needed for Well #5. Councilor Lehning also stated he would like another meeting on annexation in general; Mayor MacFarlane explained that this meeting would happen in June 2022.

### 21. Councilor Gallelli

Councilor Gallelli asked if there was any progress on recruiting businesses to Howey-in-the-Hills. Councilor Gallelli also stated she had received a phone call from an upset resident about the Adopt-a-bump-out program. Mr. Cates stated that he was creating a maintenance plan for the Bump-outs and that he had recently evaluated the Bump-outs and reached out to the residents that had adopted them this past year.

### 22. Councilor Klein

Nothing to report.

### 23. Mayor MacFarlane

Mayor MacFarlane gave an update on the Easter Egg Dash, scheduled for April 16, 2022 and the Howey Founders Day Event, scheduled for May 10, 2022. Mayor MacFarlane explained that all the residents in Town pay the same millage rate.

## **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.*

Clay Ormsbee, 301 N Lakeshore Blvd. – Mr. Ormsbee stated that he believed that the Bump-outs should not be turned over to the citizens and that all the maintenance should be done by the Town. Mr. Ormsbee also stated that he doesn't believe that North Lakeshore is maintained well. Mr. Ormsbee also stated that the fees from all the boat ramp keys that have been sold since 2009 should be a sizable amount now and it should be spent to maintain the ramp.

Peter Tuite, 300 E Croton Way – Mr. Tuite stated he was concerned about Commissioner Smith's comment about 4-laning SR 19 and he was not in favor of SR 19 being 4-laned through Howey-in-the-Hills.

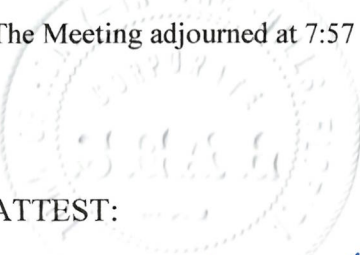
Jim McIlvaine, 23822 N Buckhill Rd - Mr. McIlvaine stated that his children, who are home-schooled, are part of the kids that maintain the Children of Howey Bump Out and he believed this this was a great experience for them.


## ADJOURNMENT

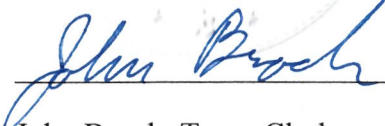
There being no further business to discuss, a motion was made by Mayor Pro-Tem Conroy to adjourn the meeting; Councilor Gallelli seconded the motion. Motion was approved unanimously by voice vote.

The Meeting adjourned at 7:57 p.m. | Attendees: 26

ATTEST:



  
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Mayor Martha MacFarlane

  
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John Brock, Town Clerk