

**REGULAR TOWN COMMISSION MEETING MINUTES
DECEMBER 9, 2024**

CALL TO ORDER

The meeting was called to order by Mayor Pugh at 6:00 p.m.

ROLL CALL

Town Clerk Avery led the roll call, which was answered by the following:

Mayor Pugh	Present
Vice Mayor Coz	Present
Commissioner Aijala Jr.	Present
Commissioner Cassidy	Present
Commissioner Hutchins	Present

Commissioner Aijala participated remotely via phone.

PLEDGE OF ALLEGIANCE

Mayor Pugh led the pledge of allegiance.

ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA

Mayor Pugh requested that item #12 on the Consent Agenda be moved to the Regular Agenda and item #18 be moved up to #12A. Commissioner Cassidy requested Commissioner Comments.

Mayor Pugh moved to approve the agenda as amended; seconded by Commissioner Hutchins. Motion carried 5-0. (2:32)

ANNOUNCEMENTS

1. The meeting schedule for the next month is as follows: Regular Town Commission Meeting on Monday, January 6, 2025, at 6:00 PM; Community Standards Hearing on Tuesday, January 7, 2025; Planning & Zoning Meeting on Tuesday, December 17 at 9:00 am; Board of Adjustment Meeting on Wednesday, December 18 at 9:00 am; All meetings are held in the Commission Chambers at the Town Hall.
2. The Annual Municipal Election in March 2025 has been cancelled, as there was only one candidate that qualified for the open Town Commissioner seat. Congratulations to Vice Mayor Coz who will serve as Town Commissioner for another three-year term.
3. Town Hall will be closed on Wednesday, December 25th in observance of Christmas, and Wednesday, January 1st, 2025, in observance of the New Year.
4. The Town is hosting a blood drive event with One Blood on Friday, December 13th from 9:00 am – 3 pm and Saturday, December 14th from 10:00 am – 4 pm. The bus will be parked behind the Town Hall. All those who wish to donate blood can sign up through a link posted on the Town's website.
5. Residents who wish to sign up to receive important Town notifications and news through Civic Ready should sign up on the Town's website or call Town Hall for assistance.

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PUBLIC COMMENT

Mayor Pugh opened the floor for public comment.

The following spoke: Stella Kolb, Betty Bingham, Carol Besler, and Resident at 5510 N Ocean Blvd

Mayor Pugh closed the floor for public comment.

APPROVAL OF CONSENT AGENDA

6. Adopt Minutes of the October 21, 2024, Special Town Commission Meeting.
7. Adopt Minutes of the November 4, 2024, Town Commission Regular Meeting
8. Approval of Requests from Star Bright & the Garden Club to use Town Hall for Bingo night, a Meditation and Sound Bowl Session, Holiday Wreath Making and an Aging Gracefully workshop.
9. Review of timeline and scope of project for proposed Countywide Transportation Master Plan RFP.
10. October Revenue and Expenditure Report
11. Approval of Clarke Mosquito contract for 2025

There was a discussion regarding the accuracy of the Revenue and Expenditure Report.

Vice Mayor Coz moved to approve the Consent Agenda as amended; seconded by Commission Hutchins. Motion carried 5-0. (12:08)

REGULAR AGENDA ITEMS

12. Emergency Change Order for N Ocean Blvd project. (*Moved from the Consent Agenda*)

Town Engineer Tropepe provided an update on the phases of the 8-year Capital Plan.

Vice Mayor Coz asked about broken water pipes and Gary Czakowski representing Foster Marine Inc. answered his questions. Further discussion ensued regarding the change order for the existing broken valves.

Mayor Pugh opened the floor for public comment. Hearing none, he closed the floor for public comment.

Commissioner Aijala moved to approve the Emergency Change Order for the N Ocean Blvd project; seconded by Commissioner Cassidy. Motion carried 5-0. (33:43)

- (12A)18. Authorize additional funding for N Ocean Blvd Water Main project due to necessary field directives. (*Moved per Commissioner request*)

Town Engineer Tropepe provided an update on the item.

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The Commission asked for clarification regarding the additional funding needed for the N Ocean Blvd Water Main project, and Gabrielle Jessurun of Engenuity Group, Inc., explained.

Maxwell McClure, Project Manager of Foster Marine, provided more details on the contract agreement. More discussion followed regarding the costs for the mill and overlay.

Mayor Pugh opened the floor for public comment. Hearing none, he closed the floor for public comment.

Commissioner Cassidy moved to approve the additional funding for the N Ocean Blvd Water project due to necessary field directives in the amount of \$101,704.09: seconded by Commissioner Hutchins. Motion carried 5-0. (59:43)

Mayor Pugh opened the floor for public comment.

The following spoke: Stella Kolb

Mayor Pugh closed the floor for public comment.

Vice Mayor Coz moved to approve the mill and overlay up to \$325,000 as requested by FDOT: seconded by Commissioner Cassidy. Motion carried 5-0. (1:00)

13. Approval on Second Reading of Ordinance 2024-02; An Ordinance Of The Town Of Ocean Ridge, Florida, Amending The Land Development Code At Chapter 64, "Zoning," Article III, "Supplemental Regulations," Section 64-44, "Fences, Walls And Hedges," To Clarify The Regulations Regarding Hedges And To Clarify The Landscape Requirements For Walls And Fences Facing And Adjacent To The Public Rights-Of-Way; Providing For Codification, Severability, Conflicts, And An Effective Date

Town Clerk Avery read the ordinance into the record by title only.

Mayor Pugh opened the floor for public comment. Hearing none, he closed the floor for public comment.

Vice Mayor Coz moved to adopt Ordinance 2024-02 on second reading: seconded by Commissioner Hutchins. Motion carried 5-0. (1:04)

14. Approval on First Reading of Ordinance 2024-03 and 2024-04: Updates To Chapter 66 And 67 Regarding Flood Damage Prevention And The Technical Codes And Other Construction Standards.

Town Clerk Avery read Ordinance 2024-03 into the record.

Attorney Lenihan explained the item.

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There was discussion regarding the language of the 50% rule. Town Manager Ladner mentioned that both ordinances must pass, or the Town will lose its National Flood Plain Program membership.

Mayor Pugh opened the floor for public comment. Hearing none, he closed the floor for public comment.

Commissioner Cassidy moved to adopt Ordinance No 2024-03 on first reading; seconded by Commissioner Hutchins. Motion carried 5-0. (1:09)

Town Clerk Avery read Ordinance 2024-04 into the record.

Town Attorney Lenihan explained the item.

A brief discussion ensued regarding the Florida Building Code about the 50% rule. Mayor Pugh requested that a Commissioner from the Planning and Zoning Commission attend the meeting of any ordinances that have been reviewed and recommended for approval.

Mayor Pugh opened the floor for public comment. Hearing none, he closed the floor for public comment.

Commissioner Cassidy moved to adopt Ordinance No 2024-04 on first reading; seconded by Commissioner Hutchins. Motion carried 5-0. (1:14)

15. Consideration of Mitigation of Liens at 23 Coconut Lane

James Cooksey, owner of the property, provided an explanation of his request.

The Commission reiterated that the owner and the buyer should settle the liens and litigation costs. More discussion followed regarding the conditions of the property and reducing the costs of the liens.

Mayor Pugh opened the floor for public comment. Hearing none, he closed the floor for public comment.

Vice Mayor Coz moved to deny the mitigation of liens at 23 Coconut Lane; seconded by Commissioner Cassidy. Motion carried 5-0. (1:30)

16. Town Hall Closure for Christmas and New Year's Eve

Town Manager Ladner explained the item.

Mayor Pugh opened the floor for public comment.

The following spoke: Carol Besler

Mayor Pugh closed the floor for public comment.

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Vice Mayor Coz moved to close the Town Hall at noon on Christmas Eve and New Year's Eve: seconded by Commissioner Cassidy. Motion carried 5-0. (1:33)

17. Consider Vacation allotment change for non-bargained employees

Town Manager Ladner explained the item. Chief McClure provided additional information.

The Commission requested that Town Manager Ladner provide an analysis and bring the item back in January regarding the Town Hall employees.

Mayor Pugh opened the floor for public comment. Hearing none, he closed the floor for public comment.

Vice Mayor Coz moved to adopt the updated vacation accruals schedule for the non-bargaining police officer's dispatchers as in the PBA agreement: seconded by Commissioner Aijala. Motion carried 5-0. (1:44)

19. Discussion of AV requirements for updating Commission Chambers

Commissioner Aijala introduced the item.

There was a discussion regarding the public and the Commission participating in the meetings by installing a camera over the dais and the use of team meetings.

Town Manager Ladner stated that she will have an RFP ready for January's meeting.

20. Discussion regarding code enforcement – Commissioner Cassidy

Commissioner Cassidy explained the item. She informed everyone that the building official had appointed someone for code enforcement and reminded everyone that Town employees should not perform code enforcement. She had concerns about the fire contract that was budgeted at 6 % and has yet to receive the letter stating the CPI percentage. She also mentioned that she and the Town Manager met with the Palm County Environmental Enhancement Restoration Department regarding the use of the grant funding for a park element.

21. Discussion on Cash Reserve balance – Commissioner Aijala

Commissioner Aijala read the surplus and reserve balance report. He also mentioned that the surplus has grown tremendously, and more discussion is needed in the upcoming meetings.

STAFF & COMMITTEE REPORTS

22. Town Manager

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Town Manager Ladner read her report into the record. She informed everyone that the next few weeks will be hectic due to training and the implementation process of the new permitting software. She also mentioned that the new redesign website will start on Friday, December 20th including a new domain name.

23. Town Attorney

Attorney Lenihan had no report.

24. Police Chief

Chief McClure said that his report was included in the meeting package. He announced that the police department hired two new police officers. He also mentioned that fraud is on the rise and a CPR class is scheduled for January 22nd.

TOWN COMMISSIONER COMMENTS

The was a consensus to schedule a Special Meeting on the 19th at 11:00 am.

ADJOURNMENT

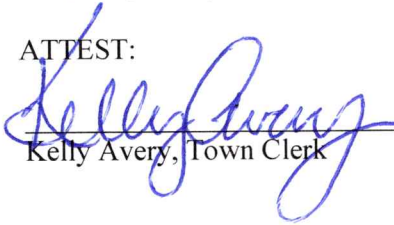
Meeting Adjourned at 8:13 p.m.

Minutes prepared by Deputy Town Clerk Pinder and adopted by the Town Commission on January 6, 2025.



Geoff Pugh, Mayor

ATTEST:



Kelly Avery, Town Clerk

