

**REGULAR TOWN COMMISSION MEETING MINUTES
FEBRUARY 3, 2025**

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

Mayor Pugh asked everyone to take a moment of silence for the victim of the tragic accident that occurred at Town Hall.

PLEDGE OF ALLEGIANCE

Mayor Pugh led the pledge of allegiance.

ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA

Town Manager Ladner requested that the “Reinstated Professional Services Agreement” for Engenuity Group Inc. be added to the Consent Agenda as item #11b.

Commissioner Cassidy moved to approve the agenda as amended; seconded by Vice Mayor Coz. Motion carried 5-0. (2:40)

PRESENTATIONS & PROCLAMATIONS

1. Proclamation for Laurie Arsenault

Vice Mayor Coz presented Mrs. Arsenault with a proclamation to honor her dedication to picking up trash on the beach for the past two years. Mrs. Arsenault thanked everyone for their appreciation.

ANNOUNCEMENTS

2. The meeting schedule for the next month is as follows: Regular Town Commission Meeting on Monday, March 3rd at 6:00 PM; Community Standards Hearing on Tuesday, February 4th, at 10:00 am; Planning & Zoning Meeting/Infrastructure Surtax Oversight Committee Meeting on Tuesday, February 18th at 9:00 am; Board of Adjustment Meeting tentatively on Wednesday, February 19th at 9:00 am; All meetings are held in the Commission Chambers at the Town Hall.
3. Town Hall will be closed on Monday, February 17, 2025, in observance of the President’s Day Holiday.
4. 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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Town Clerk Avery read the announcements into the record.

PUBLIC COMMENT

Mayor Pugh opened the floor for public comment.

The following spoke: Ron Kirn, Terry Brown, Betty Bingham, and Janet Schijns

Mayor Pugh closed the floor for public comment.

APPROVAL OF CONSENT AGENDA

5. Adopt Minutes of the January 6, 2025, Regular Town Commission Meeting.
6. Approval of the 2nd Annual Garden Club Tour Event
7. Approval of Resolution 2025-03: A Resolution Of The Town Commission Of The Town Of Ocean Ridge, Of Palm Beach County, Florida, Urging The Florida State Legislature To Enact Legislation To Provide A Public Records Exemption For Municipal Clerks And Employees Who Perform Municipal Elections Work Or Have Any Part In Code Enforcement Functions Of A City; And Providing For An Effective Date
8. Approval of survey services project – Phases 2A and 2B RFP.
9. Approval of Interlocal Agreement for Local Option Gas Tax
10. Approval of Resolution 2025-05: A Resolution Of The Town Commission Of The Town Of Ocean Ridge, Florida, Amending The Adopted Schedule Of Fees For Various Services; And Providing An Effective Date
11. January EOM Rev & Exp Report
- 11b. Approval of Reinstated Professional Services Agreement with Engenuity Group., Inc. *(Added to Agenda)*

Town Manager Ladner requested to add the Budget Amendment and Finance Report to the Consent Agenda.

Commissioner Cassidy moved to approve the Consent Agenda as amended; seconded by Commission Hutchins. Motion carried 5-0. (16:53)

REGULAR AGENDA ITEMS

12. Approval of the contract for the purchase of property located within the town Boundaries for the purpose of preservation and conservation.

Town Manager Ladner explained the item.

There was a discussion regarding the purchase costs and use of the property.

Mayor Pugh opened the floor for public comment.

The following spoke: Terry Brown

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Mayor Pugh closed the floor for public comment.

Commissioner Cassidy moved to approve the contract to purchase the property; seconded by Commission Hutchins. Motion carried 5-0. (22:48)

13. Night Shift Premium for Dispatchers

Town Manager Ladner introduced the item by noting at the January meeting the Commission asked her to research the budgeting discussion and decision related to whether or not an increase in the night shift dispatchers was approved.

There was a discussion on how to process and revisit discussion items for the upcoming meetings.

Mayor Pugh called for public comment, and there was none.

Commissioner Hutchins moved to approve payment of \$2/hr. night shift premium for permanently assigned night shift dispatchers beginning on February 3rd and to authorize a one-time pay adjustment for Dispatcher Moore not to exceed \$708 and Dispatcher Wood not to exceed \$769; seconded by Commission Aijala. Motion carried 5-0. (29:26)

STAFF & COMMITTEE REPORTS.

14. Town Manager

Town Manager Ladner stated that her report was included in the meeting package. She informed the Commission that the letter before them was from Palm Beach County regarding the Lake Worth Inlet Maintenance Dredging Project. She explained that the project consists of hydraulically dredging beach-quality sand from the inlet sand trap, the Harvey E. Oyer Jr. Park boat channel, and the Intercoastal Waterway. She stated the sand placement is anticipated to begin in mid-March and to be completed by April 30, 2025.

Commissioner Cassidy asked how Public Notices were considered and how the homeowners would be notified. Town Manager Ladner stated that homeowners would be notified by a flyer.

Town Manager Ladner noted that the town is updating the water mains and working with the City of Boynton Beach to develop contingency plans as needed.

15. Town Attorney

Town Attorney Goddeau informed everyone that the new EAR-based amendments were posted on the town's website under feature news. She explained that at the January meeting the Planning and Zoning Board reviewed and recommended the EAR-based Amendments to the Town Commission.

16. Police Chief

Chief McClure said that his report was included in the meeting package. He advised everyone to read the newsletter on fraud. He announced that he was selected to serve another year on the Board of Directors for the Chiefs' Association.

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Commissioner Hutchins expressed his concern regarding bicycles on the beach and Chief McClure advised that he would work on resolving his concern. Vice Mayor Coz asked if there was an ordinance on parking motor bicycles and Chief McClure stated that he would investigate that matter.

TOWN COMMISSIONER COMMENTS

Commissioner Cassidy thanked Star Bright and Ocean Ridge Garden Club for providing letters of support for our appropriation request for funds from the state. She asked a question about the rules of procedure for adding an item to the agenda. Town Attorney Goddeau explained that the rules of procedure explain that the Town Manager sets the agenda. She stated that you can request that an item be placed on the agenda before the agenda is published, if you request after the time frame it comes before the Commission to make a decision.

There was a consensus directing the Town Attorney to review and revise the rules of procedure for adding items to the agenda.

Commissioner Cassidy requested a broader approach for posting Pubic Notices. More discussion followed regarding posting legal notices and public notices.

There was a consensus that all Public Hearings are posted through Civic Ready.

Commissioner Cassidy asked if Planning and Zoning could look into the HOA communities regarding the permitting process for renovation. A discussion ensued regarding repairs without a permit. She also requested a joint workshop meeting with the Planning and Zoning department and suggested that a discussion is needed about a water contract with Boynton Beach. Town Manager Ladner advised that the City of Boynton Beach has not offered a new contract agreement. Town Attorney Goddeau mentioned that the Town Engineer should look into this matter. She also explained the options available to the Town.

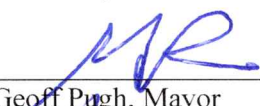
Commissioner Aijala suggested that the Town Manager evaluation be accelerated to the March Commission meeting and use the new evaluation form drafted by the Town Attorney.

There was a consensus to complete the Town Manager evaluation and emailed to the Town Attorney by February 24th.

ADJOURNMENT

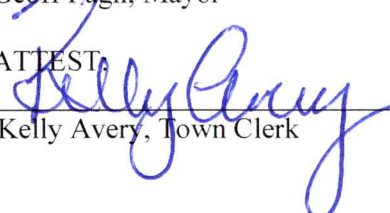
Meeting Adjourned at 7:18 p.m.

Minutes prepared by Deputy Town Clerk Pinder and adopted by the Town Commission on March 3, 2025.



Geoff Pugh, Mayor

ATTEST



Kelly Avery, Town Clerk

