

REGULAR TOWN COMMISSION MEETING MINUTES

JUNE 2, 2025

CALL TO ORDER

The meeting was called to order by Mayor Pugh at 5:58 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

PLEDGE OF ALLEGIANCE

Mayor Pugh led the pledge of allegiance.

ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA

Commissioner Cassidy requested to move agenda item #8 from the consent agenda to the regular agenda for a brief discussion. Mayor Pugh noted that agenda item #8 had been moved to the regular agenda as item #11a.

Commissioner Cassidy moved to approve the agenda as amended; seconded by Commissioner Hutchins. Motion carried 5-0. (1:51)

PRESENTATIONS & PROCLAMATIONS

1. Legislative Update from Senator Lori Berman

Town Clerk Avery announced that Senator Lori Berman was not present as she had been called to Tallahassee and she was expected to return in August.

ANNOUNCEMENTS

2. The meeting schedule for next month is as follows: Regular Town Commission Meeting on Monday, July 8th at 6:00 PM; Town Commission Goal Budget Workshop #3 Tuesday, June 8th at 2:00 p.m.; Code Enforcement Hearing Tuesday, June 3rd at 10:00 AM; Planning & Zoning Commission Meeting Tuesday, June 17th at 9:00 AM. Board of Adjustment Meeting (tentatively) on Wednesday, June 18th at 9:00 AM. All meetings are held in the Commission Chambers at the Town Hall.
3. Town Hall will be closed on Monday, May 26th, in observance of the Memorial 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.

Town Clerk Avery read the announcements into the record.

PUBLIC COMMENT

Mayor Pugh opened the floor for public comment.

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The following spoke: Betty Bingham, Joe Belmonte, and Terry Brown

Mayor Pugh closed the floor for public comment.

APPROVAL OF CONSENT AGENDA

5. Adopt Minutes of the April 14, 2025, Special Town Commission Meeting.
6. Adopt Minutes of the May 5, 2025, Regular Town Commission Meeting
7. FDOT Report of the Island Drive Bridge Repair
9. Monthly Financials – April (trailing period)
11. Fiscal Year 2024 Audit – Status Update

Vice Mayor Coz moved to approve the Consent Agenda as amended; seconded by Commissioner Cassidy. Motion carried 5-0. (10:42)

REGULAR AGENDA ITEMS

11a. Approval of Briny Breezes Police Services Contract 3rd Amendment *(Moved from the Consent Agenda)*

Commissioner Cassidy introduced the item. She suggested incorporating language comparable to the fire contract with Boynton Beach, which uses the higher of 3% or CPI for annual increases in service fees. The commission agreed to the change.

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

Commissioner Cassidy moved to amend the language in the contract with Briny Breezes to the higher of 3% or the Consumer Price Index (CPI), as determined by the same language used in the fire contract; seconded by Commissioner Aijala. Motion carried 5-0. (12:47)

12. Appointment of Alternate Planning & Zoning Board Member

Interim Town Manager Heiser introduced the item. Town Clerk Avery presented a resume and letter from a candidate for the alternate Planning & Zoning Board position. The commission discussed the candidate's qualifications and suitability for the role.

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

Commissioner Aijala moved to appoint Lanette Bosch Gustafson as the alternate Planning & Zoning Board position; seconded by Commissioner Hutchins. Motion carried 5-0. (14:01)

13. Fire Chief Presentation – Hydrants Discussion

Boynton Beach Fire Chief Hugh Bruder presented concerns regarding fire hydrants and water infrastructure in Ocean Ridge. He provided a timeline of events leading to the current situation and identified specific problem areas, particularly in the Hudson area. Chief Bruder shared a slide

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comparing reported and actual tested flow data for several hydrants, highlighting significant discrepancies. He explained that drafting water from nearby bodies is not a viable option due to limited access. Despite these challenges, he assured the Commission that a tactical response plan is in place. All fire department shifts have been trained on the new strategy, and the department will continue coordinating with the Town to address infrastructure issues. He also noted that Boynton Beach Fire Rescue will soon receive a fireboat, enhancing their ability to respond to fires from the water.

14. Watermain Modernization – Phase 4

Interim Town Manager Heiser explained the item. She recommended approval to expedite phase 1 of the water main capital improvement plan.

Town Attorney Goddeau noted that her only comment pertained to the survey at the time of Engenuity's recent contract renewal. She confirmed that there is an existing task order authorizing the work. Therefore, a proposal will need to be attached to that task order to ensure formal approval.

Town Engineer Tropepe provided information on the water main modernization project, specifically focusing on Phase 4. She explained that the area of concern identified by the Fire Chief lies within Phase 4, which extends from East Ocean Avenue and A1A down to Thompson Street.

Commissioner Cassidy asked about the total linear footage of the project area from Ocean Avenue to Corrine Street. Town Engineer Tropepe explained that the figures in the matrix were provided for planning purposes, in response to the Commission's request for an estimated cost of the 8-year capital plan. The Commission discussed the length of the pipes, the need to proceed with a plan, and initiating a survey and design phase. Town Attorney Goddeau outlined the process for exempting the Town from the Consultants' Competitive Negotiation Act (CCNA), and there was further discussion about using the RFQ process.

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

Commissioner Aijala moved to approve the emergency as described for phase 4: seconded by Vice Mayor Coz. Motion carried 5-0. (1:11)

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

Vice Mayor Coz moved to authorize the Interim Town Manager to enter negotiations with a qualified engineering design firm with the intent of expediting design services for all phase 4: seconded by Commissioner Cassidy. Motion carried 5-0. (1:12)

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

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Vice Mayor Coz moved to amend the motion to include that the Town Manager spend up to \$25,000 on a survey: seconded by Commissioner Cassidy. Motion carried 5-0. (1:13)

Interim Town Manager Heiser emphasized the strong collaboration with the City of Boynton Beach, including staff and Fire Rescue, to ensure that, despite the emergency, public safety and daily life remain uninterrupted. She commended the Fire Chief and his team for their initiative communication and training to enhance public safety.

15. **Approval of Ordinance on Second Reading: Ordinance 2025-03: An Ordinance Of Town Of Ocean Ridge, Florida, Amending The Land Development Code At Chapter 64, "Zoning", Article IV, "Marinas, Docks, And Bulkheads", By Creating A New Section 64-82, "Minimum Design Requirements For Seawalls And Seawall Maintenance." To Establish Minimum Design Requirements And Maintenance Standards For All Seawalls Under Certain Conditions; Revising Article V, "Subdivisions," Sub-Section 64-108(B)(8) To Create Consistency With The New Section 63-82 Regarding Design Requirements For Seawalls; Providing For Codification, Severability, Conflicts, And An Effective Date**

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

The Commission raised concerns about technical issues, such as the lack of specific measurements for seawall returns and the use of vague language like "unreasonably interfere."

Commissioner Cassidy sought clarification on how far a dock may extend into the waterway when it is attached to a seawall that has been repaired or rehabilitated.

Commissioner Hutchins raised a question regarding property maintenance, expressing concern that many individuals may not be officially registered. He inquired whether the town's existing zoning regulations require compliance with maintenance standards, insurance obligations, and other related requirements. In response, Town Clerk Avery explained that all contractors must be registered to work within the town and are required to obtain a permit before commencing any work. She also noted that a new regulation mandates all seawall and boatlift contractors to carry an additional type of coverage—specifically, mariner's insurance.

The Commission recommended approval of the ordinance as presented, with the understanding that the Planning and Zoning Board will revisit the technical issues and propose amendments in the future.

Mayor Pugh opened the floor for public comment.

The following spoke: Terry Brown and Ken Kaleel

Mayor Pugh closed the floor for public comment.

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Vice Mayor Coz moved to adopt Ordinance 2025-03 on second reading: seconded by Commissioner Aijala. Motion carried 5-0. (1:21).

STAFF & COMMITTEE REPORTS

16. Interim Town Manager Update

Interim Town Manager Heiser reported that she has been focusing on budget preparations with department heads and the finance consultant. She attended the City and County Managers Association conference, which provided valuable learning and networking opportunities. She expressed her interest in potentially transitioning from interim to full-time town manager, pending the commission's decision. She thanked the commission and staff for their support and collaboration.

Mayor Pugh acknowledged the significant improvement in the budget process under Heiser's leadership and suggested she discuss a potential offer with the Town Attorney to present to the commission.

17. Town Attorney

Town Attorney Goddeau did not have a report to present.

18. Police Chief

Chief McClure provided an update on the department's activities for April, noting an increase in enforcement actions. He reported two felony arrests and six misdemeanor arrests in May, emphasizing that the overall crime rate remains low. He also briefly addressed a recent complaint regarding bicycle enforcement, clarifying that the department has been actively enforcing bicycle regulations.

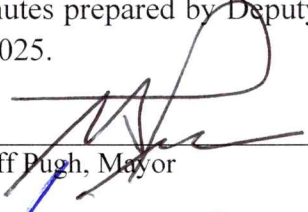
TOWN COMMISSIONER COMMENTS

There were none.

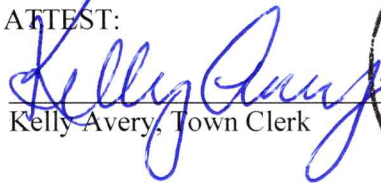
ADJOURNMENT

Meeting Adjourned at 7:29 p.m.

Minutes prepared by Deputy Town Clerk Pinder and adopted by the Town Commission on July 8, 2025.


Geoff Pugh, Mayor

ATTEST:


Kelly Avery, Town Clerk

