

**MINUTES OF THE HOWEY-IN-THE-HILLS TOWN COUNCIL MEETING
HELD FEBRUARY 23, 2015**

Mayor Sears called the Town Council Meeting of February 23, 2015

Mayor Sears led the Pledge of Allegiance to the Flag

Mayor Pro-Tem Ernest led the Invocation.

Present: Mayor Sears, Mayor Pro-Tem Ernest, Council Nebel, Councilor Conroy and Councilor Mabry.

Also Present: Town Engineer Richardson, Police Captain Thomas, Library Director Hall, Public Services Director Smith and Town Clerk Brasher.

PRE WORKSESSION

BOARD REPORTS

Library Board Minutes – No comments

Parks & Recreation Advisory Board Report

Chairman Ernest said she expects to hear from CTI Signs soon and have a proposal next month. She gave detailed background on the items in the Board report. She said the concrete pads were approved in the budget and asked for approval for report items No. 2 a & b. **Mayor Sears** said he will sit down with Public Services Director Smith and come back with a cost to be approved and to add this item to the March 9th Town Council Agenda.

Events Subcommittee Report and Minutes

Mayor Sears gave background on the Events Subcommittee.

Chairman Ernest said the Events Subcommittee is requesting funding for the 90th Birthday Celebration and the proposed date is May 16th.

Chairman Ernest asked for this item to be tabled as Member McFarlane is not present and she is giving the presentation. She gave background on a dinner and orchestra with tickets to be sold.

Mayor Sears said he is fine with a not to exceed amount of \$1,500 as well as the time and date.

Councilor Nebel, seconded by Mayor Pro-Tem Ernest, moved to approve May 16, 2015 from 11:00 a.m. – 3:00 p.m. with a not to exceed amount of \$1,500 to spend on the event. Motion carried 5-0 with a roll call vote.

Planning & Zoning Board Minutes – No comments

Town Clerk Brasher said the P&Z Board will meet each month while going through sections of the Land Development Regulations and bring back recommended changes to the Town Council. **Mayor Sears** asked if Town Planner Harowski will be working with the board and **Town Clerk Brasher** said she will ask Town Planner Harowski to attend the P&Z Board Meetings when the Board needs guidance.

TOWN COUNCIL MEETING

TOWN BUSINESS

Update: Lake County Water Authority Stormwater Grant and St. Johns River Water Management District Grant

Town Engineer Richardson gave detailed background on this item and said Leesburg and Clermont will receive the funding as their projects are construction ready. She gave detailed background on the SJRWMD grant as well. A lengthy discussion ensued.

Discussion: Home Elevation Inspection Survey

Town Engineer Richardson said there are two issues with the survey. One if there is an approved subdivision plan with grading plans. The language for final inspection needs to be included in the Code of Ordinances requiring as built, etc.

Town Engineer Richardson said Venezia is graded to floor elevations. **Mayor Pro-Tem Ernest** said there is a dip in the driveway and the lot is below grade. **Mayor Sears** said the final grading has to be 2/10 within the approved plans. He said the LDC needs to be changed to include the slab is 2/10 within the plans and no final to be issued.

Mayor Pro-Tem Ernest said the foundation elevation needs to be inspected prior to the foundation being poured. **Town Engineer Richardson** said it is more than elevation; the site of the structure needs to be checked as well. She said a lot not in a subdivision requires a survey and a lot elevation as part of the building permit. An inspection needs to be conducted before the permit is issued and can be done with a 24 hour notice. **Mayor Sears** asked the Town Council to email their questions and/or concerns to Town Clerk Brasher. **Mayor Pro-Tem Ernest** asked who is conducting the inspections now. **Councilor Conroy** said the Building Official is doing the inspections. Discussion ensued.

Mayor Sears said the Master Grading Plan needs to be checked prior to the foundation being poured. **Councilor Nebel** said additions to current homes need to provide the same information.

Discussion: Wastewater Collection Retrofit to Town Buildings

Mayor Sears gave background information on this item as the Town Hall septic system has failed. **Town Engineer Richardson** gave detailed background on this item.

Councilor Nebel asked how this replaces the septic system. **Town Engineer Richardson** said this is a package lift station to run the wastewater to the CDD. **Councilor Nebel** gave information on his septic system regarding using a bacteria product and gave details. **Public Services Director Smith** said there must be a drain field for that to work. **Mayor Sears** said running the line down W. Central Avenue will get the Town closer to the need for wastewater. He asked if the Town Council wants to run a wastewater line or install a new drain field. **Councilor Conroy** asked if all the Town buildings are included in this. **Town Engineer Richardson** said the Town Hall and the Library are included. **Mayor Sears** said this price does not include the cost of per ERU to the CDD. **Councilor Conroy** said the surrounding properties will be required to hook in when their septic fails. **Mayor Sears** asked Town Engineer Richardson to bring back a fee for the other properties along W. Central Avenue.

Consideration of Work Authorization No. 4 for Transportation Engineering Services for Lassiter Transportation to attend the Lake-Sumer MPO TAC Meetings through November 2015 for a not to exceed amount of \$3,940.00

Councilor Nebel asked if this price was included for their attendance at both MPO Meetings and gave background.

Councilor Conroy, seconded by Councilor Nebel, moved to approve Lassiter Transportation Work Authorization No. 4 to attend the MPO TAC Meetings. Motion carried 5-0 with a roll call vote.

Consideration of Work Authorization No. 5 for Transportation Engineering Services for Lassiter Transportation to attend Town Council Meetings through December 2015 (up to 10 meetings) for a not to exceed amount of \$7,210.00

Mayor Sears gave background.

Councilor Nebel, seconded by Councilor Conroy, moved to approve Lassiter Transportation Work Authorization No. 5 to attend Town Council Meetings through December 2015. Motion carried 5-0 with a roll call vote.

Set Interview Date and Time for Herbert (Rick) Thomas

It was the consensus of the Town Council to hold a Special Meeting on March 25th at 5:30 p.m. to interview Herbert (Rick Thomas).

Update: Town Grants – No comments

DEPARTMENT REPORTS

Code Enforcement/Police Department Report – No comments

Councilor Nebel asked how long someone gets before their property is required to come into compliance. **Town Clerk Brasher** gave an update on the 311 S. Lakeshore Blvd. property. She said the property owner came to Town Hall to obtain a Variance application and she assisted the property owner with the application and provided the date the application needs to be submitted to Town Hall as well as the date of the P&Z Board Meeting and the Town Council Meeting.

Finance Report – Mayor Sears thanked Town Clerk Brasher for providing the Impact Fee spreadsheet. **Town Clerk Brasher** said Staff created a spread sheet with columns for all items to be paid for homes in the Venezia subdivision.

Library Director Report – No comments

Public Services Report – No comments
Service Order Report – No comments

Town Hall Report – No comments

Safety Committee Report – No comments

Town Goals and Projects – No comments

Department Director Meeting Report – Mayor Pro-Tem Ernest presented a handout with information from the Department Director Meetings. Discussion ensued.

MAYOR AND COUNCIL COMMENTS

Councilor Nebel asked why there is a combination lock and a key lock at the boat ramp. He said the combination lock and the chain was lying on the ground this morning. **Police Captain Thomas** as the combination lock is for Public Safety to use.

He also asked that there are two official yard sales during the time change and if a property owner can get a permit for 2 additional sales twice a year. **Town Clerk Brasher** said there are two “no permit required” yard sales with the time change and residents are allowed two yard sales “with a permit.” He asked if the Police Department checks to see if they have a permit. **Captain Thomas** said the officers do not always check the permit status. Discussion ensued.

Councilor Conroy – No comments

Councilor Nebel – No comments

Councilor Mabry – No comments

Mayor Pro-Tem Ernest -Thanked the Department Directors for working together. **Councilor Nebel** agreed with Mayor Pro-Tem Ernest.

PUBLIC COMMENTS

David Kilmartin who resides at 128 E. Laurel Avenue said he was told that the Howey Police Department has installed security cameras at the Howey Mansion. **Captain Thomas** said the Police Department uses a portable camera for that property. **Mr. Kilmartin** said the Town should not be using cameras on private property.

Mr. Kilmartin also said it is not fair for the Town Council to have multiple conversations at The same time during the meeting. The audience can't hear what the conversations are due to cross conversations. He further said he emailed Councilor Mabry regarding the MPO. He said there is a position open regarding an open position for the Lake County School Board. **Councilor Mabry** said he did not receive the mail. **Mr. Kilmartin** He voiced his concern as To why Councilor Mabry didn't get his email. **Town Clerk Brasher** said she would check into the email problem.

The meeting adjourned at 7:02 p.m.



Chris Sears, Mayor

ATTEST:



Brenda Brasher, MiMC
Town Clerk