

TOWN COUNCIL MEETING MINUTES
Town of Penney Farms, Florida
Tuesday, May 17, 2022
Town Council Meeting

Anyone wishing to address the Council regarding topics on the Agenda is requested to complete a request form. Present it to the Town Clerk prior to the meeting. The Town Clerk will allot a three minute limit unless other arrangements have been made. Request forms are available at the sign in podium or the Town Clerks desk.

Abbreviations:

***CM - Council Member *TA - Town Attorney *TC - Town Clerk *TM - Town Manager *VM - Vice-Mayor**

OPEN REGULAR COUNCIL MEETING: 7:00PM

FLAG SALUTE: VICE-MAYOR DEVILLE

MOMENT OF SILENCE: VICE-MAYOR DEVILLE

APPROVE THE AGENDA:

Motion to accept the Agenda as presented by CM Sabin; second by CM Andrews. Motion approved without dissent.

ROLL CALL: VM DeVille; CM Sabin; CM Andrews; CM Taylor; Town Manager Cooper

Absent: Mayor Ryder

**RECOGNITION(S): Special Guest - Clay County Director of Emergency Operations - John Ward
RE: Emergency Siren & Emergency Preparations**

-Mr. Ward stated he was invited to come talk about weather alert notifications and the upcoming hurricane season. He stated it's always a pleasure to come to Penney Farms. He stated that his team has been aggressively preparing for upcoming season. He reported that the Town Manager and Town Clerk are always a pleasure to work with and are very involved in being prepared. He stated he has brought the newest version of the hurricane preparedness guide with him to pass out to the residents. He stated that the Town Manager approached him about the possibility of using the old siren that is located next to the Town Hall for emergencies. He stated that this siren is no longer in service and is not digital. The Town would have to invest \$100,000.00+ to make that work again with today's technology. He reported sirens are not effective and advised all citizens to get signed up with Clay County Alert to receive the warnings in real time. He stated there are many other more efficient ways of getting information out.

-Mr. Ward reported this Hurricane Season there are 19 storms anticipated, 4 major storms, but he stressed it only takes one to create havoc. He asked if there were any questions from the Town Council.

-There were no further questions.

PROCLAMATION: NONE

APPROVAL OF MINUTES:

- Regular Town Council Meeting minutes dated April 19, 2022
Motion to approve the regular Town Council Meeting Minutes dated April 19, 2022 by CM Sabin; second by CM Andrews. Motion approved without dissent.
- 2nd Quarterly Town Council Workshop minutes dated May 14, 2021
Motion to approve the 2nd Quarterly Town Council Workshop Minutes dated May 14, 2021 by CM Andrews; second by CM Sabin. Motion approved without dissent.
- Regular Town Council Meeting minutes dated May 18, 2021
Motion to approve the Regular Town Council Meeting minutes dated May 18, 2021 by CM Sabin; second by CM Taylor. Motion approved without dissent.

ORDINANCE(S): NONE

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RESOLUTION(S): RESOLUTION(S) 2022-04; 2022-05; and 2022-06

RESOLUTION 2022-04 (Read by Title Only)

A RESOLUTION OF THE TOWN OF PENNEY FARMS, FLORIDA, PROVIDING FOR AN AGREEMENT BY AND BETWEEN THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) AND THE TOWN OF PENNEY FARMS TO MAINTAIN MOWING, ETC., A PORTION OF THE RIGHT-OF WAY ON STATE ROAD 16, WITHIN THE TOWN LIMITS; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion to approve Resolution 2022-04 by CM Sabin; second by CM Taylor. Motion approved without dissent.

RESOLUTION 2022-05 (Read by Title Only)

A RESOLUTION OF THE TOWN OF PENNEY FARMS, FLORIDA, AUTHORIZING THE TOWN MANAGER TO EXECUTE AND DELIVER TO THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) THE STATE HIGHWAY LIGHTING SYSTEM, MAINTENANCE AND COMPENSATION AGREEMENT FOR FISCAL YEAR, JULY 1, 2022 THROUGH JUNE 30, 2023.

Motion to approve Resolution 2022-05 by CM Taylor; second by CM Andrews. Motion approved without dissent.

RESOLUTION 2022-06 (Read by Title Only)

A RESOLUTION OF THE TOWN OF PENNEY FARMS, FLORIDA, PROVIDING FOR THE RENEWAL OF AN AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE MAINTENANCE AND OPERATION OF A TRAFFIC SIGNAL AT THE INTERSECTION OF STATE ROAD 16 AND COUNTY ROAD 218 IN PENNEY FARMS, FLORIDA, AND PROVIDING FOR AN EFFECTIVE DATE.

Motion to approve Resolution 2022-06 by CM Andrews; second by CM Sabin. Motion approved without dissent.

TOWN MANAGER REPORT: Town Manager

- A Review of the April 2022 Town Manager Report

This month, I actually had my second and final cataract surgery and can report that my sight is back to normal. I feel like a new man. I would like to thank everyone for their good wishes and support during this process.

The Town is in the midst of its Annual Audit and so far things are going smoothly. The audit should be completed sometime in June.

The Town Clerk and I had meetings at the Clay County Emergency Operations Center (CCEOC) to discuss the upcoming hurricane season. I can report that Clay County is in good hands with those individuals at the CCEOC. The Town's public works department has also been preparing for the hurricane season by making sure all equipment is in working order and ready, in the event of any emergency.

The Town's 2021 Consumer Confidence Report was hand delivered to all water utility customers and I can report there are no problems with the Town's water system. The Town has fulfilled all requirements and all water samples performed throughout the year have come back clean.

There was a meeting held with Ferguson Waterworks to discuss the Town changing to satellite reading of the water meters. The current water meter reader will become obsolete in the next couple of years and we are in the planning stages of making this new way of reading water meters, which is now the way to go, a reality.

There was a water line break at the New Hope Baptist Church which was repaired.

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There are ongoing meetings and discussions with Mr. Colin Groff, the owner of the Paso Fino Road development to move forward with his plan to replat that area. The Town Attorney and Town Planner have been assisting the Town staff and myself with this process.

The Planning & Zoning Commission has finished its review of the Town's Comprehensive Plan and have sent questions and updates to the Town Planner for final review. They are now going to review the Town's Land Development Regulations for updates and to be sure they are consistent with the Comprehensive Plan. There will be a joint meeting of the Planning & Zoning Commission and The Town Council to discuss the possible changes, after the initial reviews of both Town documents are reviewed, by the Commission.

I have attended all of the required meetings for this month.

Motion to approve the Town Manager Report for April 2022 by CM Taylor; second by CM Sabin. Motion approved without dissent.

TREASURERS REPORT: Town Manager

Review the April 2022 Treasurer's Report:

- General Fund – 04/01/22 – 04/30/22
- Utility Enterprises Fund – 04/01/22 – 04/30/22
- Wastewater/Sewer Fund – 04/01/22 – 04/30/22
- Bank Balances of the Town bank accounts – 04/01/22 – 04/30/22

Motion to approve the Treasurer's Report for April 2022 by CM Sabin; second by CM Taylor. Motion approved without dissent.

CONSENT AGENDA:

All matters under the Consent Agenda are routine and will be enacted by one motion and vote. Backup documents and staff recommendations have previously been submitted to the Town Council and will not be discussed unless an item is removed from the Consent Agenda and considered separately under "New Business".

REPORTS OF COMMITTEES/DEPARTMENTS: (All Pulled Reports will be considered under New Business)

- | | | | | | |
|------------|------------------------|----------|-------------------|--------------|-------------|
| 1. Finance | 2. Public Works | 3. CDR | 4. Human Resource | 5. Utilities | 6. Building |
| 7. Grants | 8. Planning and Zoning | 9. Legal | | | |

Motion to accept Consent Agenda withholding #3 CDR report by CM Andrews; second by CM Sabin. Motion approves without dissent.

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

1) The Town Council to Appoint a Citizen Advisory Task Force (CATF) as a requirement, to comply with the Community Development Block Grant (CDBG)

-Cathie Parrott stated that this task force will consist of 5 willing residents with low to moderate income.

-CM Andrews asked who are the participants?

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-TC Cooper stated the five people who have volunteered for this task force are: Nila Walden-Hughes who lives on Little Dairy Road; Marai Yaw, a PRC resident; Annette Brooks, a town resident who lives on Caroline Blvd.; and Indie Brooks, a town resident who lives on Haymon Avenue; and Norma Brown, a town resident, who lives on Caroline Blvd.

-TC Cooper reminded the Town Council this is a formality that we have done before with the last CDBG Grant. She requested a motion to approve the newly appointed CATF members.

Motion to approve the appointment of the Citizen Advisory Task Force (CATF) by CM Andrews; second by CM Sabin. Motion approved without dissent.

-TC Cooper informed the Town Council there will be two more unscheduled meetings coming up to comply with the CDBG grant requirements. She gave the following dates:

*The 1st CATF Meeting/Fair Housing/and Special Town Council Public Hearing for the new CDBG Grant will be held on Monday, June 20, 2022

*The 2nd Public Hearing for the CDBG Grant will be held on July 7, 2022, as a Special Town Council Meeting.

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2) The Town Council to approve a new Application for Development in a designated Special Flood Hazard Area; to be included as a new policy to align with the Building Permit Ordinance 2016-03, to include requirements for all structures under 100 square feet, to be located in any Flood Zone Area A, as a requirement of the State of Florida Division of Emergency Management, to comply with the National Floodplain Insurance Program for the Town of Penney Farms.

* A copy of the official form will be distributed for review and approval

-TC Cooper informed the Town Council that she is the Floodplain Manager for the Town had recently completed the required three day annual training for this position. She explained there were some small areas located inside the town limits of Penney Farms that are considered Flood Zone Area A. She explained where they were located in the Town.

-TC Cooper reminded the Council there is a Floodplain Ordinance in effect that allows residents in or close to these areas to purchase Flood Insurance, if they choose to. However, there has never been a required notification for structures under 100 square feet located in those areas. She stated, now the State is requiring a policy to acknowledge those small structures, 100 square feet and under to be reported.

-TC Cooper explained the Town needs to be in compliance with the State and the National Floodplain Insurance Program and is asking that the application before them, designed specifically for structures under 100 square feet, be the policy the Town Council will agree to.

-TC Cooper reviewed the application with the Town Council and reminded them, this is required only for residents located in the Flood Zone A area(s). She stated there will be no need for a resident to purchase and pay for a permit, but will require a Certificate of Elevation for this structure, to be on file, which is provided by a land surveyor.

-CM Andrews commented it may cost more for the residents.

-TC Cooper stated the Town's current Building Permit Ordinance only covers 100 square feet or more for permitting. She is sympathetic to the residents, and does not want to charge for permits on top of issuing this policy.

-Audience member, Colin Groff stated "This is really important policy for flood insurance, because if you don't have something, anybody who wants flood insurance will pay a lot more for it, if you don't have something in place. So this is actually good."

-Audience member, Dale Garlinghouse stated, "Would that be classified as an Class A Floodplain, even though it's not a 100 square feet or at the backend of his property..is that going to disqualify him from purchasing insurance?"

-TC Stated it would not. She clarified if he was referencing the house on Clark Avenue?

-Mr. Garlinghouse further stated, "I'm saying about the rest if this building, because now it is going to show on the plot that...(inaudible)"

-TC Cooper reiterated that this policy is only for properties located in Flood Zone A. She stated she has the Flood Insurance Rate Map (FIRM) map to show anyone who is interested in where these areas are.

-Mr. Garlinghouse stated, "I'm talking about the rest of his property and it shows it is located in the floodplain area, would he be unable to buy insurance."

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-TC Cooper stated that he would be able to purchase flood insurance because the Town already has a Floodplain Ordinance in effect to cope with that issue and this policy will help facilitate those areas.

-Mr. Groff further commented, 'It is absolutely true, if you have any gaps in your floodplain policies, then people who have something in the floodplain can't get insurance, but if you don't have a gap, which you are filling with this, then they can, so they do qualify once you fill all of the gaps, even though this is for really small stuff, it's not just necessarily buildings, even if it's a basketball court or something like that, it is really important that you have a system that they know it's in a floodplain, so therefore they can get insurance, otherwise they can't, so it is really important to do this.'

-CM Andrews clarified that even if a part of his property would be located in Flood Zone A, can that person get insurance?

-TC Cooper stated yes, and she would require the new application for any new structures on the property.

-Mr. Garlinghouse asked if that would apply for portable buildings?

-TC Cooper stated, that if it is located in Flood Zone A, then yes. She confirmed, anything added under 100 square feet, located in Flood Zone A, would be required to fill out this application.

Motion to approve the Official Application for Development in a designated Special Flood Hazard Area by CM Andrews; second by CM Sabin. Motion approved without dissent.

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3) Colin Groff has asked to be included in new business. (*This item should be under Items not on the Agenda in the future)

**The Town Attorney was called and put on speakerphone for this issue.*

** Colin Groff distributed a package to the Town Council and staff.*

-Mr. Groff stated, " He wants to stay positive and basically applied with an application seven months ago. The process that is in your Resolution is very clear and we have followed it to the t and submitted everything that is required. And the project is being delayed for no reason. He was here last month and asked the Town Manager to move it along and that didn't happen. He stated there is nothing in the Ordinance that he can find that should keep this from moving forward. I have tried to engage the Town Attorney and he won't return calls, won't talk about it and we are not getting any feedback from staff, and I'm not blaming staff, I'm not here to blame the staff. You have a process that should be followed. You are in violation of State Statutes and violation of property rights, I'm trying to avoid going in that direction. I am trying to get this heard by what your Ordinance says. It says that as soon as we submit the application it gets put on the Planning & Zoning Commission to be seen, not staff. Staff has no approval process in this and I have an email from staff that says they get to approve it before it goes to them, that's not true and incorrect. This all started in November, seven months ago when he got called by our Town consultant, which you know and have used for years. Very nice lady, unfortunately she called me to discuss this and one of the things she said is I don't care what you want to do with your property, you are going to do what I tell you to do with your property and it's not going anywhere until you do it my way. And, that's a threat and she has carried through with that threat, because here we are seven months later on a process that you have a maximum, if everything is in your favor of 180 days to process and it's been more than that. So we have a problem here, we are just trying to come in and try to get approval. It meets every single requirement in Town. It meets everything and it's the best thing for the neighborhood. It's what every neighbor and neighborhood wants. We have put in a ton of money the project because we didn't want a subdivision built, we were trying to avoid that. Its next to our property, we are trying to build a house, I have been waiting to build a house for four months now, to get started, I have five other people waiting to build their houses and we can't get it moved through the process. It's not fair and it's not right. It's completely not fair and we have the right to be heard. If the Planning & Zoning Commission recommends denial and it comes to ya'll, and ya'll deny it, then we have a process to follow. There's processes in the State statutes to follow and your legal attorney will tell you that. But your process that's in place states that we submit an application, and I go through this if you would like me to, if you give me the time or we don't have to. But we have submitted everything that is requested, every single item that was requested in your Ordinance was submitted. Just because your consultant doesn't like it, doesn't really matter, I don't care. It doesn't matter what the consultant likes something or dislikes something, it has the right to be heard and we have the right to get comments that are adequate comments that we can address. We tried to address every comment that was given. We have made an attempt, we are trying to fix a problem the Town has had for many years, because something was approved that shouldn't have been approved. And the property shouldn't have been annexed the way it was annexed. Ok. I'm sorry, you guys were probably not told the truth by somebody who was trying to do something different than what they applied for. They applied for a subdivision cause they wanted to build a borrow pit. You didn't allow borrow pits, so they applied for a subdivision and he built a borrow pit. Now, what we are doing, we live next to it, and we are trying to fix that problem. We are trying to take the land that right now we are trying to clean up and

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divide into six five acre lots, really simple. We have four lots already and want to make six, it's a minor re-plat. It's a very simple process. There is no risk to the Town, you're not going to own any roads, there is zero cost to the Town for this project, zero. There's no maintenance responsibility, there never will be. All you will get is revenue from garbage, water and sewer, and tax revenue which is estimated to be 15%-20% additional on top of your Ad-Valorem you're getting right now. For nothing, we get no town services. We want to be in the Town and we are perfectly fine being in the Town, and perfectly fine paying the taxes, but we want due process. We are owed due process. We don't want to go the legal route, I've had my attorney and we are burning \$10,000.00 a month while this is sitting. That means the Town has dipped in my pocket in the last five months and stolen fifty thousand dollars from me. Stolen, stolen because it won't be processed. Give us an answer and we can deal with it, but when it just sits and it's never processed, (Inaudible). There is nothing in your Ordinance that says staff gets to approve this. But that's what the email said that came to me, it says, staff has to approve this before it goes to the Council. There's nothing in your Ordinance In fact, that's actually illegal in the State of Florida, your lawyer may not tell you that, but that's actually illegal. What your consultant told me is illegal in the State of Florida. Ok. These things are not right, they are not the right thing to do, I'm a nice guy, I'm just trying to get something done that is good for the Town and good for us. Trying to build a house for myself and my wife, so we can be Town residents, so we can live here. We live in a frickin RV right now and we have been living in it because we can't get our house started. I'm pretty frustrated, because we have done everything we were asked to do. We have been asked to do things that aren't legal. We are not going to do things that are not legal, nobody, you wouldn't and I wouldn't. And I don't like money being taken out of my pocket just because somebody doesn't want this thing to move forward. All I am asking is, right now your process says it goes your Planning & Zoning then it comes to you. This should have been on the Planning & Zoning meeting in January, February would have been fine, or March Agenda. It has been stalled since then, your attorney will not call my attorney and can't sit down and talk about it. If there was some legal issue, there's all kinds of issues, you're in violation of storm water permit. No we are not, we have a storm water permit right now, it's open, it's not in violation, we're going to modify that permit once we get approval to move forward, but you can't hold that over the project. State law says you can't hold another permit over approval for one project. Then the issue came up over the road not being a public road, First of all, it's a public road, it's a county road, Paso Fino Road is still Paso Fino Road. It's a county road, the issue with Reinhold has nothing to do with the road we are on, it has to do with the road that's up in their area, ok, but it doesn't even matter if it's a county road. Your code doesn't require a county road, it says you can have private road, so it doesn't matter, it's a non-issue. Third issue raised is we didn't submit a water and sewer plan. Yes we did. We submitted it, it was reviewed, we received comments, we're fixing it up and ready to resubmit, but I can't resubmit it if I don't have approval of the plans. So that was a lie. So your consultant has lied over, over, and over again to your staff. Your staff has stalled the project. All I am asking for it you direct your staff and make them get it on a Planning & Zoning, you have a meeting next week, I want to be on that meeting and I want to be heard and present our project. We can answer questions and make changes, ok. We don't have a problem with that, but we gotta be heard. I want it on the next agenda, because that is what your process says. That's all I'm asking, I don't think that's too much to ask after seven months, I really don't think that's too much to ask. We are trying to be good citizens, we have been trying to be good citizens, trying to do the right thing, trying to build some houses that will add a ton of value to your town. Not me, build houses, but I have people. I got all of those lots spoken for, people are ready to build, but I can't get this approved. Now, do I need your approval, I have a method to go through without your approval, but the problem is when we do it that way, we are going to run into a road block submitting for building permits and run into another lawsuit... cuz they are going to refuse to issue a building permit because we didn't approve the lot. Even though it's a legal lot, we don't want to do that. We are trying to get this solved. If you deny it, and even if you don't like it, that's fine, we're ok with that, we understand, we don't think you will because it's a good plan, it's a great plan. But, you can deny it, but we have rights with certain laws in the State, if we want to take those. But, we gotta be heard and that's all I'm asking, I've waited long enough and I should'nt have to wait any longer, I want to be on next week's Planning & Zoning Planning, I'll need ten minutes to present it and answer whatever questions they have, then I want to be on the next Council meeting, for you all to look at and tell me yes or no. That's all I'm asking for. I handed you this because also I want to meet with you individually so I will be calling the number that's online, I don't want your personal numbers. I'd love to meet with you individually to go over the project and get your input. Anyways, that's all I'm here to ask is to be treated fairly."

-Vice-Mayor DeVille thanks Mr. Groff for his comments and referred to the Town Manager.

-TM Cooper asked the Town Attorney who has listened to Mr. Groff's comments, if he has any questions.

-TA Kommando acknowledged Mr. Groff's frustration and understands the sentiment of what he is saying. He stated there has been a lot of discussion on whether this is a minor re-plat or a major development, when our code is clear and states that anything over five acres is a major development. He stated he didn't have his notes in front of him, but he recalls the need for storm water management plan and for the development to hook up to the Town's water and sewer. If we have those completed items that have to be finalized for an acceptable review and continue the process.

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- Mr. Groff stated everything is in the packet he just gave the Town Council.
- Mr. Groff stated, "this is the problem, you have a consultant that doesn't know the code and doesn't know the law. I realize you have known her for years and I have known her for twenty years, plus. She doesn't know what the law says and she doesn't know the code. I can help it that people don't understand it. I'm just asking to be treated fairly, we handed everything in, everything that Mr. Kommando just mentioned is in the packet, it is in your hands and has been there for three months."
- TM Cooper stated he will get with the Town Attorney to determine the next move and get with the Town Council.
- Vice-Mayor DeVille asked if it could be expedited and make further progress.
- TM Cooper asked if they want to put it on Planning & Zoning?
- Vice-Mayor DeVille asked if everyone could meet before the next Planning & Zoning meeting and get this moving forward?
- TM Cooper asked if the Town Attorney would be available to meet next week?
- TA Kommando stated that is an excellent idea and will make himself available. He asked that everyone bring all documents to the table to move this forward.
- TM Cooper asked Mr. Groff is this was ok with him?
- Mr. Groff stated, " It violates your Ordinance. It says the Planning & Zoning Commission reviews it. It doesn't say the staff gets to review it, it doesn't say the staff gets to say it's good or not and I have an email from your staff that says we are not approving it. Well, they don't get the right to approve it. It has to be Planning & Zoning. We want to get in front of Planning & Zoning so we can get on the Commission. If there is some paperwork missing, we will deliver it. We have delivered everything they've asked for, everything. Everything we've been asked has been delivered. I can't change the storm water permit until this is approved. I told you that. It can't be done. I got a legal storm water permit and once its approved we will modify the storm water permit. That's not a problem."
- TM Cooper asked again, if Mr. Groff had any problem with meeting next week?
- Mr. Groff stated no, if we need to meet next week, we will find a time.
- TM Cooper stated this meeting will help get everything moving forward.
- Mr. Groff stated, "My preference is not to meet with Ms. Fleet, because she has made a threat and she has carried it out. It is very clear to us. If she hadn't made the threat, this wouldn't be an issue."
- TM Cooper asked again if he was comfortable to meet with all parties next week?
- Mr. Groff stated, "Yes".
- TM Cooper confirmed with the Town Attorney on the phone to meet next week.
- TA Kommando stated absolutely and thanked the Vice-Mayor for the suggestion.
- CM Andrews summarized a timeline that a meeting will be held next week, and if the package is complete, he should be on the next Planning & Zoning Agenda, and the following month P&Z will bring it to the Council.
- Mr. Groff stated, "There will be definitely be some conditions that the Town does need because there are some things the Town needs that we can't do until it gets approved. That's a fact of life. You do it under conditions and meet the conditions."
- Vice-Mayor DeVille thanked Mr. Groff again and stated he understands his frustration.
- Mr. Groff apologized for being a pain, he didn't want to do this.

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1. Pulled Reports

-CDR Report – CM Taylor encourage everyone in the Town of Penney Farms to join and participate in the upcoming Memorial Day and 4th of July Parade celebrations.

2. Items not on the Agenda

- Vice-Mayor DeVille stated that during the Town Council Workshop last week the Council realized the Town Manager's contract is expiring on September 30th of this year. He asked CM Andrews to speak to that.
- CM Andrews stated it would benefit the Town to renew the Town Manager's contract and tonight I would like to put forth a motion to renew his contract and ask the Finance Committee to find the money to ensure his employment.
- CM Sabin, Chairman of the Finance Committee stated there is a Finance meeting coming up next week and this will be addressed and discussed. He stated he supports the renewal.

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Motion to renew the Town Manager's contract for another five years by CM Andrews; second by CM Taylor. The motion was approved without dissent.

3. Public Participation

-Vice-Mayor DeVille asked Cathie Parrott about a package that includes his thirty years of service and collection of Penney Farms information.

-Cathie Parrott stated she will look for it and get back to him.

-CM Sabin asked the Town Manager to summarize the information he brought to the Town Council at the previous Workshop regarding the intersection of State Road 16 and County Road 218, from the Department of Transportation (FDOT).

-TM Cooper explained to the audience he has finally received written approval for the intersection at State Road 16 and County Road 218 to put in turning lanes at the traffic signal. He stated that this project is scheduled to be done within 18 months. He explained there will be a new light installed with direction arrows for drivers heading East turning onto County Road 218; and drivers heading West will have a turning lane to enter the retirement community onto Poling Blvd.

-Vice-Mayor DeVille asked the Town Manager to get with FDOT and see if the right-of-way drainage leading to Thunder Road can be cleaned out. He referenced the storm water flooding and the wash out of Kohler Park. He asked the Town Manager to ask FDOT if a new culvert should be put in at the intersection when they upgrade the traffic signal. He stated that it would be better to do it then, then tear up the road again.

-TM Cooper stated there are no place in the cost analysis to replace the culvert in that area. He stated he will ask them about cleaning the easements. He reported there is an area where the water crosses and comes back South towards the Town instead of moving away from the Town. He stated he will address those issues with FDOT.

-Vice-Mayor DeVille stated the Federal Emergency Management Administration (FEMA) required the Town to do the storm water repairs after Hurricane Irma, or there would be no more money.

-TM Cooper stated that the Town did all the repairs required by FEMA, for that project. He reassured the Council that he will discuss these issues with FDOT.

4. Other:

TOWN CLERK:

1. Ethics Training Dates – Listed in front of Town Council Books

-TC Cooper reminded the Town Council of the upcoming Ethics Training dates. She stated there a few dates listed for their review in the front of their council books and to let her know if they need help registering for the training.

CORRESPONDENCE: (Location of items – Listed)

April 2022:

1. Copy of Water Utility Committee Minutes dated April 15, 2021 – Utility Section
2. Copy of Cancelled Notice for Planning & Zoning Commission dated April 26, 2022 – P&Z Section
3. Copy of Notice Town Hall Closed on Friday, April 15, 2022 to observe Good Friday - Miscellaneous Section
4. Copy of Agreement with Vystar for the ATM – Correspondence Section
5. Copy of the Northeast Florida League of Cities Dinner Meeting for April 24, 2022 – Correspondence Section
6. Copy of Florida League of Cities (FLC) Legislative Alert dated April 18, 2022 – Correspondence Section
7. Copy of letter dated April 12, 2022 to the Penney Retirement Community regarding a resolved billing error for the water utility – Correspondence Section
8. Copy of the Florida Department of Transportation (FDOT) Invoice for the 2nd Quarter of FY 2021/2022 – Correspondence Section
9. Copy of letter from the Florida Department of Health in Clay Advisory dated April 8, 2022 – Correspondence Section
10. Copy of Arbor Day Foundation letter received on April 5, 2022 – Correspondence Section
11. Copy of 2022 Florida League of Cities (FLC) Legislative Session Final Report – Correspondence Section

There being no further questions or concerns, a motion for the meeting to adjourn by CM Taylor; second by CM Sabin. Motion approved without dissent.

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Meeting closed: 8:00pm




Vice-Mayor, Thomas E. DeVille, Presiding

ATTEST:



Anita E. Cooper, Town Clerk

