

**TOWN OF OCEAN RIDGE  
TOWN COMMISSION REGULAR MEETING  
AGENDA**



**January 4, 2021  
6:00 P.M.  
TOWN HALL – MEETING CHAMBERS**

**TOWN COMMISSION**

Mayor Kristine de Haseth

Commissioner Philip Besler  
Commissioner Susan Hurlburt

Vice Mayor Steve Coz  
Commissioner Martin Wiescholek

**ADMINISTRATION**

Town Manager Tracey L. Stevens

Town Attorney Pamala Ryan  
Police Chief Hal C. Hutchins

Town Clerk Karla M. Armstrong  
Building Official Durrani Guy

**RULES FOR PUBLIC PARTICIPATION**

1. **PUBLIC COMMENT:** The public is encouraged to offer comments with the order of presentation being as follows: Town Staff, Public Comments, Commission discussion and official action. Town Commission meetings are business meetings of the Commission and the right to limit discussion rests with the Commission. **Generally, remarks by an individual will be limited to one time up to three minutes or less regarding any single item on the agenda.** The Mayor or presiding officer has discretion to adjust the amount of time allocated.
  - A. Public Hearings: Any citizen is entitled to speak on items under this section.
  - B. Public Comments: Any citizen is entitled to be heard concerning any matter within the scope of jurisdiction of the Commission under this section. The Commission may withhold comment or direct the Town Manager to take action on requests or comments. The Commission meetings are held for the purpose of discussing and establishing policy and to review such other issues that affect the general welfare of the Town and its residents. Where possible, individual grievances should first be taken up with the Town Staff.
  - C. Regular Agenda and First Reading Items: When extraordinary circumstances or reasons exist and at the discretion of the Commission, citizens may speak on any official agenda item under these sections.
  
2. **ADDRESSING THE COMMISSION:** At the appropriate time, please step up to the podium and state your name and address for the record. All comments must be addressed to the Commission as a body and not to individuals. Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the Commission shall be barred by the presiding officer from speaking further, unless permission to continue or again address the Commission is granted by a majority vote of the Commission members present.

**APPELLATE PROCEDURES**

Please be advised that if a person decides to appeal any decision made by the Town Commission with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record includes the testimony and evidence upon which the appeal is based. The Town neither provides nor prepares such record. (F.S. Section 286.0105)

Persons who need an accommodation in order to attend or participate in this meeting should contact the Town Clerk at (561) 732-2635 at least 5 days prior to the meeting in order to request such assistance.

**CALL TO ORDER****ROLL CALL****PLEDGE OF ALLEGIANCE****ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA****PRESENTATIONS**

Annual Employee Awards

**ANNOUNCEMENTS**

- a. The next Regular Town Commission Meeting will be held on February 1<sup>st</sup> at 6:00 PM at Town Hall. The next Planning & Zoning Commission meeting will be held on January 11<sup>th</sup> at 8:00 AM at Town Hall. The next Septic to Sewer Citizens' Advisory Committee Meeting is to be determined.
- b. 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.
- c. Town Hall will be closed on Monday, January 18<sup>th</sup> in observance of Martin Luther King, Jr. Day.
- d. The Annual Municipal Election will be held on March 9, 2021. There are two Town Commission seats open for a three-year term. Qualified Candidates Appearing on the Ballot are: Carolyn Cassidy, Kristine de Haseth, John Kramer, and Geoff Pugh. / Las Elecciones Municipales Anuales se celebrarán el 9 de marzo de 2021. Hay dos asientos de la Comisión de la Ciudad abiertos por un período de tres años. Los candidatos calificados que aparecen en la papeleta son: Carolyn Cassidy, Kristine de Haseth, John Kramer, Geoff Pugh.
- e. Next on the agenda is public comment. The Mayor will invite the public to speak to the Commission on any item that is not printed on the agenda. Public comments on specific agenda items may be made later in the meeting when the items are taken up. There is a one-time per item three (3) minute individual limit for public comments that will be timed by the Town Clerk. Public comment is not meant to be a question and answer period, and there will be no dialogue. Anyone wishing to speak during public comment will approach the podium and state their name and address for the record, and see the Town Clerk after speaking to fill out a speaker card in order for the minutes to be properly recorded. All comments shall be directed to the Presiding Officer of the meeting and not to individual Commissioners, Staff, or members of the public. The Commission would like to remind everyone that language which includes profanity or cursing, or which is presented in an aggressive or threatening manner toward the Town Commission, Staff, or other members of the public is prohibited. Those addressing the Commission shall avoid personal attacks against anyone, and the Presiding Officer has the authority to remove individuals from the Commission Chambers if such conduct persists after the Presiding Officer provides a warning that the individual is in violation of this policy.

**PUBLIC COMMENT – (3 minute individual limit)****APPROVAL OF CONSENT AGENDA (Items that do not require discussion)**

1. a. Adopt Minutes of Regular Town Commission Meeting of December 7, 2020
- b. Approve Budgeted Expenditure of \$4,375.00 to Jones Foster for Legal Services for November 2020
- c. Approve Budgeted Expenditure of \$742.40 to Roberts, Reynolds, Bedard & Tuzzio PLLC for Legal Services for November 2020
- d. Approve Budgeted Expenditure of \$619,353.85 for the first installment of the City of Boynton Beach Fire Services Agreement for FY21
- e. Approve Budgeted Expenditure of up to \$16,000 to Shenandoah for the Cleaning of the Tropical Drive Stormwater Pump Station

**REGULAR AGENDA ITEMS**

2. Review Request by Deck & Drive Pavers for a Refund of Building Permit Fees (By: Town Manager Stevens)
3. Approve Amendments to the Construction Site Management Handbook (By: Town Manager Stevens)

4. Approve Escrow Agreement with the Palm Beach County Clerk & Comptroller to Setup an Escrow Account for Court Filings (By: Town Manager Stevens)
5. Acceptance of the Infrastructure Surtax Citizens' Oversight Committee Annual Report for 2020 (By: Town Manager Stevens)

**STAFF & COMMITTEE REPORTS**

6. Planning & Zoning Commission
7. Town Manager
8. Town Attorney
9. Police Chief
10. Town Engineer & Public Works
11. Building Official

**TOWN COMMISSIONER COMMENTS**

12. Mayor Update (By: Mayor de Haseth)

**ADJOURNMENT**

**NOTICE: THE PUBLIC MAY VIEW THE HARD COPY OF THE MEETING MATERIALS AT TOWN HALL BEFORE OR DURING THE MEETING**