



TOWN COMMISSION MEETING

WEDNESDAY, FEBRUARY 28, 2024

10:00 A.M.



**PUBLIC NOTICE/AGENDA
TOWN COMMISSION MEETING
Wednesday February 28th, 2024 at 10:00 a.m.**

Town Commission		Town Staff	
Vacant, Mayor	_____	Linda Stumpf, Town Manager	_____
John Deese, Vice Mayor	_____	Eric Marmer, Ass't. Town Manager	_____
Simone Bonutti, Mayor Pro Tem	_____	Carmen Mattox, Chief of Police	_____
Elliot Bonner, Commissioner	_____	Erika Petersen, Town Clerk	_____
Orla Imbesi, Commissioner	_____	Keith W. Davis, Town Attorney	_____
David Knobel, Commissioner	_____	Trey Nazzaro, Ass't. Town Attorney	_____
Dwight Kulwin, Commissioner	_____	Brent Watson, Waterplant Superintendent	_____

CALL TO ORDER & PLEDGE OF ALLEGIANCE

AGENDA ADDITIONS, DELETIONS OR SUBSTITUTIONS

CONSENT AGENDA:

1. Minutes December 18, 2023 Town Commission Meeting
2. Police Department Report and Fire/Rescue Response Time Report for December & January
3. Establish the External Auditor Selection Committee
4. **RES 01-2024** Update Bank Signature Cards

REGULAR AGENDA:

1. Discussion Regarding Fire Rescue Services
2. Town Manager Stumpf's Report

VICE MAYOR'S COMMENTS

PUBLIC COMMENTS

OTHER BUSINESS

ADJOURNMENT

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision made by the Town Commission, Special Magistrate or any other Boards or Commissions of the Town with respect to any matter considered at this meeting or hearing, such interested person will need a record of the proceedings, and for such purpose may need to insure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The meeting/hearing will be continued from day to day, time to time, place to place, as may be found necessary during the aforesaid meeting. IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA), THIS DOCUMENT CAN BE MADE AVAILABLE IN AN ALTERNATE FORMAT (LARGE PRINT) UPON REQUEST AND SPECIAL ACCOMMODATIONS CAN BE PROVIDED UPON REQUEST WITH THREE (3) DAYS ADVANCE NOTICE. Please contact the Town Clerk at (561) 585-9477 - 600 South Ocean Blvd., Manalapan, FL 33462 - townhall@manalapan.org



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: February 28, 2024

Agenda Item No.: CA.1

Agenda Item Name: December 18th, 2023 Town Commission Meeting Minutes

ACTION REQUESTED: Discussion ☐ Approval ☒

ATTACHMENT:

- December 18th, 2023 Town Commission Meeting Minutes



Town Commission Meeting
Monday December 18, 2023, at 10:00 a.m.

IN ATTENDANCE

TOWN COMMISSION		TOWN STAFF	
Stewart Satter, Mayor	✓	Linda Stumpf, Town Manager	✓
John Deese, Vice Mayor	✓	Carmen Mattox, Chief of Police	✓
Simone Bonutti, Mayor Pro Tem	✓	Erika Petersen, Town Clerk	✓
Elliot Bonner, Commissioner	✓	Keith Davis, Town Attorney	✓
Orla Imbesi, Commissioner	✓	Trey Nazzaro, Ass't. Town Attorney	✓
David Knobel, Commissioner	✓	Brent Watson, Water Plant Superintendent	✓
Vacant, Commissioner	✓		

PUBLIC: Eric Marmer, Gabriela Camarotti (Coastal Construction), Goran Ljustina (Coastal Construction), Ed London (London Financial), Tom Benedict (TBBG), Joe Amedo (RWB), Aileen Carlucci (1555 SOB), Cindy McMackin (1660 SOB), Hank Siemon (1660 LER), Anne Geggis (Coastal Star)

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Town Commission meeting called to order at 10:03 a.m.

Appointment of new Commissioners.

Mayor Pro Tem Bonutti made a motion to **approve** swearing in the new commissioners. Vice Mayor Deese seconded the motion which prevailed by the following vote:

YES: Vice Mayor Deese, Mayor Pro Tem Bonutti

The following commissioners were appointed to fill the unexpired terms: Elliot Bonner Seat #6, Orla Imbesi Seat #2, and David Knobel Seat #5. Town Clerk Petersen swore them in. All new commissioners, Town Manager Stumpf and Assistant Town Manager Marmer will become signers on the Town bank accounts.

CONSENT AGENDA

- 1. Minutes November 14, 2023 Town Commission Meeting**
- 2. Police Department Report and Fire/Rescue Response Time Report for November**
- 3. Amendment** to Inter Local Agreement with Palm Beach County for Radio Communications between PSAPS (Public Safety Answering Points)
- 4. RES 10-23** Appointment of new Town Commissioners

Mayor Pro Tem Bonutti made a motion to **approve** the Consent Agenda. Vice Mayor Deese seconded the motion which prevailed by the following vote:

YES: Vice Mayor Deese, Mayor Pro Tem Bonutti, Commissioner Bonner, Commissioner Imbesi, and Commissioner Knobel

Assistant Town Attorney, Trey Nazzaro, gave an orientation for the new commissioners regarding quasi-judicial proceedings.

Chief Mattox announced there had been a bad storm and a power line was down around 4020 South Ocean Blvd. He also advised that he is still in contact with FDOT regarding the flooding issues along A1A. He announced that the department was busy and there are a lot more arrests lately and he credited that to a very productive group of officers.

REGULAR AGENDA

RA. 1 SE 23-3 – 1860 S. Ocean Blvd. – 1860 South Ocean Boulevard Trust, 1860 South Ocean Boulevard, sought the Town Commission’s approval for a special exception use to construct a pedestrian passageway under South Ocean Boulevard (Florida Highway A1A) pursuant to Sections 151.093(F) and 151.581, Town Code. The architect, Tom Benedict, presented the application.

Vice Mayor Deese made a motion to **approve** the special exception request. Commissioner Knobel seconded the motion which prevailed by the following vote:

YES: Vice Mayor Deese, Mayor Pro Tem Bonutti, Commissioner Bonner, Commissioner Imbesi, and Commissioner Knobel

RA. 2 SE 23-4 – 1860 S. Ocean Blvd. – 1860 South Ocean Boulevard Trust, 1860 South Ocean Boulevard, sought the Town Commission’s approval for a special exception use to construct a beach house on the east side of South Ocean Boulevard (Florida Highway A1A) pursuant to Sections 151.093(B), Town Code. The architect, Tom Benedict, presented the application.

Vice Mayor Deese made a motion to **approve** the special exception request. Mayor Pro Tem Bonutti seconded the motion which prevailed by the following vote:

YES: Vice Mayor Deese, Mayor Pro Tem Bonutti, Commissioner Bonner, Commissioner Imbesi, and Commissioner Knobel

RA. 3 Permit Extension - 1460 South Ocean Blvd. – The property owner, London Financial South Ocean LLC, asked to extend Permit #8136 to April 26, 2024. The property owner, Ed London, as well as the contractor Goran Ljustina represented the request noting the new property owner only took over the property a few days prior. Mr. London explained his company had been financing the construction loan for some time before they took over ownership of the property and he anticipates the work being done in as little as four months.

Mayor Satter asked if they thought four months would be a sufficient amount of time to finish the project. The contractor responded that July 1st would be better. Town Manager Linda Stumpf suggested July 1st would help avoid them coming back for yet another extension.

Town Manager Stumpf announced the permit fee would be \$37,886.61.

Vice Mayor Deese made a motion to **approve** the permit extension until July 1st, 2024 with the permit fees as stated by the Town Manager. Mayor Pro Tem Bonutti seconded the motion which prevailed by the following vote:

YES: Vice Mayor Deese, Mayor Pro Tem Bonutti, Commissioner Bonner, Commissioner Imbesi, and Commissioner Knobel

RA. 4 Town Manager Stumpf's Report

Lands End Road Cul de Sac Update: Town Manager Stumpf explained that the construction is underway, but the new pavers were ordered but there was a delay. The new landscape architect is working on the plantings at that cul de sac as well as the other two ones in Town.

Yoga: Town Manager Stumpf announced that there were 14 people at the first yoga class held at the library and a photograph was provided for each commissioner. People have also been asking for the book club to resume, a bridge class, and tai chi classes. She also mentioned that the recent book sale put on by the library volunteers had raised \$357.

Water Rates: Town Manager Stumpf explained that the South Florida Water Management District (SFWMD) has been working on the Town's 20-year permit and they have advised the Town that we would need to move to a graduated rate system. We currently have a flat rate system that does not encourage water conservation. She asked for a five-year rate study. She also explained that the Town was exploring the installation of a sewer system and we have been working with Holtz Consulting who has completed a vulnerability study for a resiliency grant we have applied for. Town Manager Stumpf also announced she was working on the renewal for the injection well.

Sidewalks & Swales: Town Manager Stumpf explained in January the Town would be evaluating the sidewalks along the point for repairs. She also announced we would be regrading the swales to ensure proper storm water runoff.

Fire Rescue: Town Manager Stumpf explained we have had two 10-year contracts with Palm Beach County Fire Rescue that are set to expire in September. She noted that herself and Assistant Town Manager Marmer were having another phone call with their representative in the coming week and that they were also exploring other options. She told the Commission that as soon as they have more information, they will present it to them.

Town Manager Stumpf announced that former Mayor Blum's estate had left approximately \$101,966.15 to the library. Mayor Satter asked if the funds had a restricted use tied to them, Town Manager Stumpf responded that they did not.

Mayor Satter thanked the Commission and announced he was resigning.

Town Manager Stumpf announced there were some vacancies on the Architectural Commission that needed to be filled.

Mayor Pro Tem Bonutti made a motion to **approve** the appointments of Hank Siemon and Kristin Rosen to the Architectural Commission. Commissioner Bonner seconded the motion which prevailed by the following vote:

YES: Vice Mayor Deese, Mayor Pro Tem Bonutti, Commissioner Bonner, Commissioner Imbesi, and Commissioner Knobel

PUBLIC COMMENTS

There were none.

OTHER BUSINESS

There was none.

The Town Commission meeting adjourned at 11:08 a.m.

**These minutes were presented to the Town Commission
on Wednesday February 28th, 2023 for approval.**

John Deese, Vice Mayor

Date Signed

Erika Petersen, Town Clerk

Date Signed



TOWN OF MANALAPAN

AGENDA ITEM SUMMARY

Meeting Date: February 28, 2024

Agenda Item No.: CA.2

Agenda Item Name: Police Department Chief's Report and Palm Beach County Fire Rescue Response Times for December & January

ACTION REQUESTED: Discussion ☐ Action ☒

ATTACHMENT:

- The Police Department Chief's Report for December & January including Monthly Stats
- Palm Beach County Fire/Rescue response times for January

TO: Vice Mayor and Town Commissioners
Linda Stumpf, Town Manager

FROM: Chief Mattox

SUBJECT: Monthly Report for December 2023 and January 2024

DATE: February 21, 2024

Staffing

The current full-time officer staffing is nine. We continue to process other candidates to fill the last open position.

Zone Coverage

Due to the current staffing levels, we are maintaining zone coverage in both zones consistently.

Fleet

All vehicles are up to date on service. The new vehicle for this budget year is fully equipped and placed in service.

Training

There was no in-service training in December due to the holiday. In January all Officers were issued (IFAKs) individual trauma kits containing essential life-saving materials, bleeding control, and major wound treatments. Tactical IFAK components include tourniquets, chest seals, combat gauze and other hemostatic agents. All officers received training in the use of these kits.

Miscellaneous

The boat lift at Ocean Inlet Park is not ready. Apparently, there have been some setbacks delaying completion. There is not an ETA of when the slips will be available.

Both of the broken LPR's at the Inlet have been replaced. One being the SB which was under warranty and the NB Inlet LPR which was not. Both are now operational and are functioning properly. All of the cameras in the system are working.

Dispatcher Dulaj and Officer Jacknowitz completed the firearms destruction. They were able to clear approximately 15 firearms from evidence. These weapons were related to past cases or were simply turned over to the agency.



Manalapan Police Department
Monthly Stats
December 2023



CALLS FOR SERVICE

Call Type	Total	Zone 1 Point	Zone 2 A1A	Zone 4 Out of Town	Zone 5 N. Inlet	Zone 6 Beach	Zone 7 Bird Island	Zone 8 Plaza & The EAU	Zone ORP
9-1-1 Abandoned	1								
9-1-1 Received	33								
9-1-1 Transfer	14								
Alarms	6	3	1					2	
Animal Complaints	2	1				1			
ATV Completed	120					120			
ATV Cancelled	88					88			
Assault	0								
Battery	0								
Boat/Marine Patrol	4								4
Burglary A / B / R / V	0								
Child Abuse	0								
Construction Site Checks	161	103	58						
Dark House Checks	233	91	72					70	
Distressed Swimmer	0								
Disturbance	2	1				1			
Domestic	0								
Drones	0								
Driving Under Influence	1		1						
Drug Law Violation	0								
Grand Theft Auto	0								
Lewd Acts	0								
Fire	1					1			
Fire Alarm	2	1	1						
Fraud	0								
Information	14	7	6						1
Obscene Harrassing Calls	0								
Mental	0								
Medical	14	6	2					6	
Mutual Aid	1			1					
Open Door	0								
Ordinance Violations	2	2							
Plaza Walk and Talk	145							145	
Parking Enforcement	125	34	19		1			71	
Possession of Alcohol	0								
Property Damage	2	1						1	
Property Found	2		1					1	
Property Lost	1	1							
Service Calls	38	12	20		2	1		3	
Suspicious Incident	0								
Suspicious Person	7	2	3					2	
Suspicious Vehicle	5	1	2					2	
Stolen Vehicle Alerts-LPR	0								
Theft	1							1	
Traffic Crash	4		1	1				2	
Traffic Stops	208	30	166					11	1
Traffic Citations	55	3	46					6	
Trespass	13	1	9		1		1	1	
Vessel Stop	0								

Manalapan Police Department

Warrant Arrest	1		1				
Welfare Check	1			Monthly Stats			1
Work Hour	8	7	1	December 2023			



Manalapan Police Department
Monthly Stats
December 2023



INCIDENT REPORTS

Case #	Incident Type	Zone	Note	Case #	Incident Type	Zone	Note
23-0173	Theft	8					
23-0174	Traffic Stop/ Warrant	2	ARR				
23-0175	Crash	8					
23-0176	Traffic Stop/NTA/Drugs	2					
23-0177	COW	8					
23-0178	Susp Person	8					
23-0179	Crash	2					
23-0180	Traffic Stop/NTA/Drugs	8					
23-0181	Stolen Vehicle Recovery	2	ARR				
23-0182	Crash	8					
23-0183	Traffic Stop/ DUI	2	ARR				
23-0184	Property Damaged	8					
23-0185	**Stamped in Error**	2					

MONTHLY TRAINING	MONTHLY DISPATCH CALLS			
In Service PLI -		911	34	
		Non-Emergency	683	
		Total	717	

Manalapan Police Department

Extended Tour Of Duty Report

From 12/01/2023 00:01 through 12/31/2023 23:59 for Unit ALL Agency ALL Signal WORK

Date	Recd	Disp	Arrd	CIRD	Unit	Signal	Event Number	Case Number
12/03/2023	10:02:15	10:02:15	10:02:15	10:05:07	308	WORK: WORK HOUR VIOLATI	230025337	
Location:								
Address: 14 LITTLE POND RD								
Zone: 1 Dispo: VW Ofc. Notes								
City: MANALAPAN								
APPEARS TO BE WORKERS ON SITE...WHITE WORK TRUCK								
308 10125 WITH 2 MALES.. THEY ARE WORKING								
308 WILL ADV ON NEEDING 1094								
FL TAG 92AVHJ 2006 FORD TK WHI								
SUBJS WERE ADV THERE IS AN ORDINANCE AGAINST WORK ON SUNDAY...THEY ARE								
PACKING UP AND LEAVING NOW								
12/04/2023	20:12:02	20:12:02	20:12:02	20:16:31	312	WORK: WORK HOUR VIOLATI	230025428	
Location:								
Address: 1 OCEAN LN								
Zone: 2 Dispo: NR Ofc. Notes								
City: MANALAPAN								
SUBJECT PRESSURE CLEANING								
14 GIVEN REF WORK HOURS AND THE WORK HAS STOPPED								
12/06/2023	07:37:07	07:37:08	07:37:08	07:38:44	300	WORK: WORK HOUR VIOLATI	230025511	
Location: 110 SPOONBILL RD								
Address: 110 SPOONBILL RD								
Zone: 1 Dispo: NR Ofc. Notes								
City: MANALAPAN								
MAKING CONTACT WITH WORKERS TO ADV OF WORK ORD AND WORKING BEFORE								
HOURS								
WORKERS DROPPING OFF TILE AND THEY ARE SHUTTING DOWN TILL 8AM AND WILL								
RESUME								
12/06/2023	18:41:54	18:41:54	18:41:54	18:43:53	302	WORK: WORK HOUR VIOLATI	230025543	
Location: 1620 LANDS END RD								
Address: 1620 LANDS END RD								
Zone: 1 Dispo: NR Ofc. Notes								
City: MANALAPAN								
WORK HOUR VIO								
CLOGGED SEPTIC								
14 GIVEN WORK HOURS								

Extended Tour Of Duty Report

From 12/01/2023 00:01 through 12/31/2023 23:59 for Unit ALL Agency ALL Signal WORK

Date	Recd	Disp	Arrd	CIRD	Unit	Signal	Event Number	Case Number
12/06/2023 18:43 404 302 ALLOWED THEM TO FINISH								
12/16/2023	06:38:26	06:38:27	06:38:27	06:45:30	300	WORK: WORK HOUR VIOLATI	230026172	
Location: 14 LITTLE POND RD		Zone: 1		Dispo: NR		Ofc. Notes		
Address: 14 LITTLE POND RD				City: MANALAPAN				
12/16/2023 06:41 455				3 WORKERS OS				
12/16/2023 06:45 455				VM'S LEFT FOR BOTH HOMEOWNERS				
12/17/2023	08:36:25	08:36:25	08:36:25	08:48:46	300	WORK: WORK HOUR VIOLATI	230026294	
Location: 30 AUDUBON		Zone: 1		Dispo: VW		Ofc. Notes		
Address: 30 AUDUBON				City: MANALAPAN				
12/17/2023 08:37 455				WORK BEING DONE IN THE BACK OF THE HOUSE				
12/17/2023 08:42 455				I LEFT A VM FOR SCOTT - PM				
12/17/2023 08:42 455				I SPOKE TO THE HOMEOWNER AND SHE WILL COME OUTSIDE TO SPEAK TO 300				
12/17/2023 08:42 455				THEY ARE DOING PLANTING IN THE BACKYARD				
12/17/2023 08:47 455				300 ADVISED THAT HE SPOKE TO THE HOMEOWNER AND CONDITION CORRECTED				
12/17/2023	09:52:46	09:52:47	09:52:47	09:53:31	305	WORK: WORK HOUR VIOLATI	230026300	
Location: 1371 LANDS END RD		Zone: 1		Dispo: VW		Ofc. Notes		
Address: 1371 LANDS END RD				City: MANALAPAN				
12/17/2023 09:53 455				305 ADVISED THAT WORKERS WERE OS BUT WERE TOLD TO LEAVE DUE TO TOWN ORDINANCE VIOLATION				
12/28/2023	18:59:51	18:59:51	18:59:51	19:05:04	306	WORK: WORK HOUR VIOLATI	230026926	
Location: 110 SPOONBILL RD		Zone: 1		Dispo: NR		Ofc. Notes		
Address: 110 SPOONBILL RD				City: MANALAPAN		HOMEOWNERS AUTHORIZED THE WORKERS TO BE THERE, 14 GIVEN REF WORK HOURS. SUBJECTS ARE PACKING UP AND LEAVING		
12/28/2023 19:01 404				WORKERS ON SITE AND LOADING UP A TRUCK				
12/28/2023 19:04 404				CONTACT WAS MADE WITH HOMEOWNER AND THEY ADVISED WORKERS WERE ON SITE TODAY				
12/28/2023 19:04 404				CONFIRMED THEY WERE LAYING MARBLE				
12/28/2023 19:04 404				14 WAS GIVEN REF WORK HOURS				

Extended Tour Of Duty Report

From 12/01/2023 00:01 through 12/31/2023 23:59 for Unit ALL Agency ALL Signal WORK

Date	Recd	Disp	Arrd	CIRD	Unit	Signal	Event Number	Case Number
12/28/2023 19:09			404		HOMEOWNERS AUTHORIZED THE WORKERS TO BE THERE, 14 GIVEN REF WORK HOURS. SUBJECTS ARE PACKING UP AND LEAVING			

Number Of Events Listed: 8



Manalapan Police Department
Monthly Stats
January 2023



CALLS FOR SERVICE

Call Type	Total	Zone 1 Point	Zone 2 A1A	Zone 4 Out of Town	Zone 5 N. Inlet	Zone 6 Beach	Zone 7 Bird Island	Zone 8 Plaza & The EAU	Zone ORP
9-1-1 Abandoned	0								
9-1-1 Received	23								
9-1-1 Transfer	10								
Alarms	6	4	2						
Animal Complaints	4		1			2		1	
ATV Completed	89					89			
ATV Cancelled	127					127			
Assault	0								
Battery	0								
Boat/Marine Patrol	8								8
Burglary A / B / R / V	0								
Child Abuse	0								
Construction Site Checks	155	103	52						
Dark House Checks	186	57	55					74	
Distressed Swimmer	0								
Disturbance	1							1	
Domestic	0								
Drones	0								
Driving Under Influence	1		1						
Drug Law Violation	0								
Grand Theft Auto	0								
Lewd Acts	0								
Fire	0								
Fire Alarm	1	1							
Fraud	0								
Information	13	7	3					3	
Obscene Harrassing Calls	0								
Mental	0								
Medical	10	4	4					2	
Mutual Aid	1			1					
Open Door	2	2							
Ordinance Violations	4	3						1	
Plaza Walk and Talk	125							125	
Parking Enforcement	106	42	22					42	
Possession of Alcohol	0								
Property Damage	1		1						
Property Found	0								
Property Lost	0								
Service Calls	30	9	19			1		1	
Suspicious Incident	0								
Suspicious Person	4	2						2	
Suspicious Vehicle	5	3	2						
Stolen Vehicle Alerts-LPR	1		1						
Theft	2							2	
Traffic Crash	0								
Traffic Stops	229	34	191	1				3	
Traffic Citations	96								
Trespass	10		9					1	
Vessel Stop	1								1



Manalapan Police Department



Warrant Arrest	0						
Welfare Check	1					1	
Work Hour	1	1					

Monthly Stats
January 2023



Manalapan Police Department
Monthly Stats
January 2023



INCIDENT REPORTS

Case #	Incident Type	Zone	Note	Case #	Incident Type	Zone	Note
24-0186	Information	8					
24-0187	Theft	8					
24-0001	Information	2					
24-0002	Disturbance	8					
24-0003	TrafficStop / Seize Tag	2					
24-0004	DUI	2	ARR				
24-0005	Information / UNK	2					
24-0006	Information	8					
24-0007	TS / No DL / Drugs	2	ARR				
24-0008	Stolen Tag Recovered	8	NTA				
24-0009	Damaged Property	2					
24-0010	TS / No DL	2	ARR				
24-0011	Theft	8					
24-0012	TS / Drugs / No DL	2	ARR				
24-0013	TS / Seize Tag / Tow	2					

MONTHLY TRAINING	MONTHLY DISPATCH CALLS			
In Service PLI -		911	23	
Shotgun Qualification 1/16		Non-Emergency	563	
		Total	586	

Manalapan Police Department

Extended Tour Of Duty Report

From 01/01/2024 00:01 through 01/31/2024 23:59 for Unit ALL Agency ALL Signal WORK

Date	Recd	Disp	Arnd	Clrd	Unit	Signal	Event Number	Case Number
01/09/2024	18:21:08	18:21:08	18:21:08	18:28:39	309	WORK: WORK HOUR VIOLATION	240000499	
Location: 1 SPOONBILL RD								
Address: 1 SPOONBILL RD								
Zone: 1								
City: MANALAPAN								
Dispo: NR								
Ofc. Notes COMPANY PACKING UP MATERIALS AND LEAVING THE AREA								
PER 100								
309 IS 97								
FLORIDA GLASS COMPANY ON SITE								
COMPANY ADVSD THEY WILL BE LEAVING SOON								

Number Of Events Listed: 1



2/14/2024

Palm Beach County Fire Rescue

Manalapan

01/01/2024 to 01/31/2024

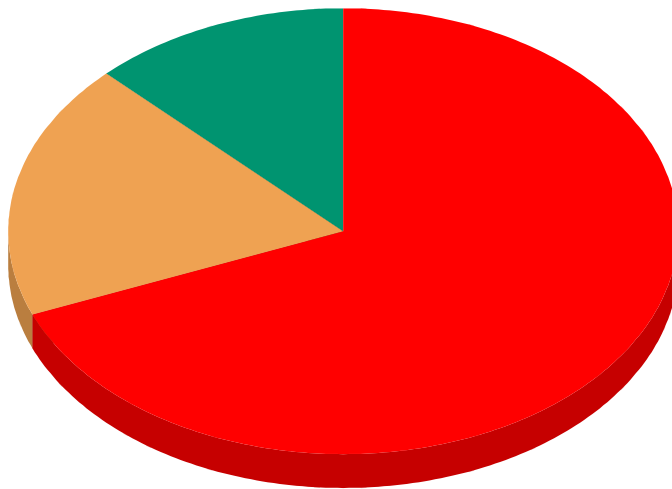
Average Response Times	Disp Hand	Turnout	Travel	Resp Time
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Emergency Calls:	<u>0:00:39</u>	<u>0:01:01</u>	<u>0:04:47</u>	<u>0:06:27</u>
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<u>Type - Situation Dispatched</u>	<u># of Incidents</u>	<u>%</u>
Medical Calls:	11	68.75%
Assists/Investigations:	3	18.75%
Alarms:	2	12.50%
Total	<u>16</u>	<u>100.00%</u>

Calls by Situation Dispatched

Manalapan



■	Medical Calls:
■	Assists/Investigations:
■	Alarms:



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: February 28, 2024

Agenda Item No.: CA.3

Agenda Item Name: Establish the External Auditor Selection Committee, which shall assist the governing body in selecting an external auditor to conduct the Town of Manalapan's annual financial audit as required by Florida Statute 218.39.

ACTION REQUESTED: Discussion ☐ Approval ☒

BACKGROUND:

The Town Manager's Office intends to issue a formal Request for Proposals for external independent financial auditing services. As a result of this RFP, the Town anticipates awarding a Contract for a period of five (5) years, with one (1) five (5) year renewal option, beginning with an audit of the basic financial statements for the fiscal year ending September 30, 2023. In accordance with Florida Statute 218.391 as amended, the governing body of a county, municipality, special district, district school board, charter school, or charter technical career center shall establish an Auditor Selection Committee (Committee). The statute requires that the Committee must consist of at least three (3) members, one (1) of whom must be a member of the governing body of the Town, who shall serve as the Chair of the Committee. Further, an employee of the Town may not serve as a member of the Committee; however, they may serve in an advisory capacity.

The following individuals are recommended to serve as members of the external audit selection committee:

Greg Dunham – Voting Member
Town Manager
Town of Gulf Stream, FL

John Deese – *Chairperson* – Voting Member
Vice Mayor
Town of Manalapan, FL

David DiLena – Voting Member
Finance Director
Town of Highland Beach, FL

ATTACHMENT:

- N/A



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: February 28, 2024

Agenda Item No.: CA.4

Agenda Item Name: Update Bank Signature Cards

ACTION REQUESTED: Discussion ☐ Approval ☒

BACKGROUND:

Staff has provided paperwork to all current and in-coming Commissioners to complete to update the bank signature cards. By completing the paperwork, each representative of the Commission along with the Town Manager and Assistant Town Manager will be authorized to sign checks as needed.

ATTACHMENT:

- Resolution 01-2024

RESOLUTION 01-2024

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AUTHORIZING MEMBERS OF THE TOWN COMMISSION, THE TOWN MANAGER, AND THE ASSISTANT TOWN MANAGER TO SIGN TOWN CHECKS DRAWN UPON ANY DEPOSITORY OF TOWN FUNDS IN ACCORDANCE WITH ESTABLISHED TOWN RULES, REGULATIONS, AND POLICY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Town Commission of the Town of Manalapan desires to authorize by resolution members of the Town Commission, the Town Manager and the Assistant Town Manager to sign checks on behalf of the Town in accordance with established Town Rules, Regulations and Policy.

NOW THEREFORE BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA:

Section 1: The Town Commission of the Town of Manalapan does hereby grant the authority for signing checks drawn upon any depository of Town funds to members of the Town Commission, the Town Manager, and the Assistant Town Manager in accordance with established Town Rules, Regulations and Policy. Therefore, the following named persons are duly authorized to sign such checks from February 1, 2024 until the Reorganizational Meeting of the Town Commission to be held in March of 2025 in accordance with Sec. 3.03 of the Town's Charter:

John Deese, Town Commission Member

Simone Bonutti, Town Commission Member

Elliot Bonner, Town Commission Member

Orla Imbesi, Town Commission Member

David Knobel, Town Commission Member

Dwight Kulwin, Town Commission Member

Cindy McMackin, Town Commission Member

Linda A. Stumpf, Town Administrator

Eric Marmer, Town Administrator

Section 2: This Resolution shall take effect upon adoption and shall repeal all previous resolutions authorizing the Town Manager and members of the Town Commission to sign Town checks.

PASSED AND ADOPTED this 28th day of February 2024

TOWN OF MANALAPAN

JOHN DEESE, VICE MAYOR

ATTEST:

(Seal)

ERIKA PETERSEN, TOWN CLERK



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: February 28, 2024

Agenda Item No.: RA 1

Agenda Item Name: Discussion Regarding Fire Rescue Services

ACTION REQUESTED: Discussion ☐ Action ☐

BACKGROUND:

The Town Manager and Assistant Town Manager have been working with two Fire Rescue providers since November on contract negotiations. We are pleased to provide the Commission with two potential agreements for Fire Rescue Services within the Town.

ATTACHMENT:

- Draft agreement with Palm Beach County Fire Rescue
- Draft agreement with Boynton Beach Fire Rescue



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: February 28, 2024

Agenda Item No.: RA 2

Agenda Item Name: Town Manager Stumpf's Report

ACTION REQUESTED: Discussion ☐ Action ☐

BACKGROUND:

- Code enforcement log
- Iguana control update
- Lands End Road Cul de Sac update
- Update on Library programs