



Town Commission Meeting
Monday September 25, 2023, at 4:30 p.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	√
Richard Granara, Commissioner	Zoom	Keith Davis, Town Attorney	√
Chauncey Johnstone, Commissioner	√	Trey Nazzaro, Ass't. Town Attorney	X
Aileen Carlucci, Commissioner	Zoom	Brent Watson, Water Plant Superintendent	√
Kristin Rosen, Commissioner	√		

PUBLIC: Larry Barszewski (Coastal Star)

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Town Commission meeting called to order at 4:36 p.m.

SPECIAL PRESENTATION – Sergeant Merritt was promoted to the position of Lieutenant. Chief Mattox made the announcement to the Town Commission.

MAYOR’S COMMENTS – Mayor Satter wanted to discuss Form 6 and the issues it poses to our commission and what can be done. He suggested we hold a workshop regarding Form 6 and Town Attorney Davis offered to do some research and put together a presentation for a workshop.

CONSENT AGENDA

1. RES 5-23 Resilient Florida Grant

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

YES: Vice Mayor Deese, Mayor Pro Tem Bonutti, Commissioner Johnstone, and Commissioner Rosen

REGULAR AGENDA

There was none.

PUBLIC COMMENTS

There was none.

OTHER BUSINESS

There was none.

PUBLIC HEARING:

Consideration of Ordinance #388 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING ITS COMPREHENSIVE DEVELOPMENT PLAN TO ADOPT EVALUATION AND APPRAISAL REVIEW (“EAR”) BASED AMENDMENTS WHICH PROVIDE FOR AN EVALUATION AND FOR PLAN AMENDMENTS DETERMINED TO BE NECESSARY PURSUANT TO THE REQUIREMENTS OF SECTION 163.3191, FLORIDA STATUTES; BY ADOPTING A PRIVATE PROPERTY RIGHTS ELEMENT AND BY AMENDING THE COASTAL MANAGEMENT ELEMENT TO ADDRESS PERILS OF FLOOD, ALL PURSUANT TO THE REQUIREMENTS OF SECTION 163.3184 FLORIDA STATUTES; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING A CONFLICTS CLAUSE AND A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Mayor Pro Tem Bonutti made a motion to **recommend approval of Ordinance #388** to the Town Commission on second reading. Commissioner Rosen seconded the motion which prevailed by the following vote:

YES: Vice Mayor Deese, Mayor Pro Tem Bonutti, Commissioner Johnstone, and Commissioner Rosen

Consideration of Ordinance #390 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING TITLE XI: BUSINESS REGULATIONS. AT CHAPTER 110: BUSINESS TAX AND REGISTRATION. BY AMENDING SECTION 110.12 TO PROVIDE FOR A FIVE (5) PERCENT INCREASE TO THE BUSINESS TAX RATES FOR ALL THE TOWN’S EXISTING BUSINESS TAX CLASSIFICATIONS IN ACCORDANCE WITH STATE LAW; AS DEFINED BY TOWN CODE; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 110. BUSINESS TAX AND REGISTRATION. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ENACTED.

Mayor Pro Tem Bonutti made a motion to **recommend approval of Ordinance #390** to the Town Commission on second reading. Commissioner Rosen seconded the motion which prevailed by the following vote:

YES: Vice Mayor Deese, Mayor Pro Tem Bonutti, Commissioner Johnstone, and Commissioner Rosen

Consideration of Ordinance #391 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING TITLE V: PUBLIC WORKS. AT CHAPTER 51: WATER. BY AMENDING SECTION 51 .16. INSTALLATION REQUIREMENTS. TO PROVIDE FOR INSPECTION OF BACKFLOW PREVENTION DEVICES BY THE TOWN AND BY REQUIRING THE PROPERTY OWNER TO PAY FOR SAID INSPECTIONS THROUGH THE TOWN’S WATER BILLING PROCEDURES; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 51. WATER. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ENACTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE, AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Commissioner Rosen made a motion to **recommend approval of Ordinance #391** to the Town Commission on second reading. Mayor Pro Tem Bonutti, seconded the motion which prevailed by the following vote:

YES: Vice Mayor Deese, Mayor Pro Tem Bonutti, Commissioner Johnstone, and Commissioner Rosen

The Town Commission meeting adjourned at 5:04 p.m.

FINAL BUDGET HEARING

Mayor Satter called the Town Commission meeting to order at 5:07 P.M.

Town Manager Stumpf announced that the millage rate is 13.35 % higher than the rolled-back rate of 2.6466 mills necessary to fund the budget.

The proposed millage rate is 3.000 mills. The total budget is \$15,487,042 for fiscal year 2023-2024. The general fund budget is \$7,880,344, Library Fund Budget of \$77,000 and the Utility Fund Budget of \$7,529,698 for a total budget of \$15,487,042.

Town Manager Stumpf announced that the specific purpose for the ad valorem revenues are to fund salaries, benefits, fire/rescue, legal service, professional fees and insurances.

Mayor Satter opened the meeting to public comment. There was no comment. The public portion of the meeting was closed.

Town Attorney Davis read Resolution 06-2023 by title.

Commissioner Rosen made a motion to **adopt** the proposed millage rate for fiscal year 2023-2024 to be set at the rate of 3.000 mills. Vice Mayor Deese seconded the motion which passed by the following vote:

YES: Vice Mayor Deese, Mayor Pro Tem Bonutti, Commissioner Johnstone, Commissioner Rosen and Commissioner Granara via ZOOM as well as Commissioner Carlucci via ZOOM.

Town Attorney Davis read Resolution 07-2023 by title.

Vice Mayor Bonutti made a motion to **adopt** the tentative budget for the fiscal year 2023-2024 with the General Fund Budget of \$7,880,344, Library Fund Budget of \$77,000 and the Utility Fund Budget of \$7,529,698 for a total budget of \$15,487,042. Commissioner Johnstone seconded the motion which passed by the following vote:

YES: Vice Mayor Deese, Mayor Pro Tem Bonutti, Commissioner Johnstone, Commissioner Rosen and Commissioner Granara via ZOOM as well as Commissioner Carlucci via ZOOM.

First Budget Hearing was adjourned at 5:11 p.m.

**These minutes were presented to the Town Commission
on Tuesday October 24, 2023 for approval.**

Stewart Satter, Mayor

Date Signed

Erika Petersen, Town Clerk

Date Signed