



**Town Commission Meeting
Tuesday March 22, 2022, at 10:00 a.m.**

IN ATTENDANCE

| TOWN COMMISSION | TOWN STAFF |
|----------------------------------|---|
| Keith Waters, Mayor | Linda Stumpf, Town Manager |
| Vacant, Vice Mayor | Carmen Mattox, Chief of Police |
| Stewart Satter, Mayor Pro Tem | Erika Petersen, Town Clerk |
| Hank Siemon, Commissioner | Keith Davis, Town Attorney |
| Richard Granara, Commissioner | Matthew Pritchett, Ass't. Town Attorney |
| Chauncey Johnstone, Commissioner | Brent Watson, Water Plant Supervisor |
| John Deese, Commissioner | |

PUBLIC: Sharon Kirkland (30 Spoonbill), Aileen Carlucci (1555 SOB), and Larry Barszweski (Coastal Star)

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Town Commission called to order at 10:00 a.m.

REORGANIZATION

The following commissioners were re-appointed by virtue of no opposition: Chauncey Johnstone Seat #2 and Richard Granara Seat #6. Town Clerk Petersen swore them in.

Mayor Waters recommended Aileen Carlucci to Commissioner Seat #4 Ocean seat.

Commissioner Satter made a motion to **appoint** Aileen Carlucci to Seat #4. Commissioner Siemon seconded the motion which prevailed by the following vote:

YES: Commissioner Siemon, Commissioner Granara, Commissioner Satter and Commissioner Johnstone

Town Clerk Petersen swore in Aileen Carlucci to Seat #4.

Mayor Waters recommended that Stewart Satter be named Vice Mayor and Richard Granara be named Mayor Pro Tem.

Mayor Waters introduced **Resolution 01-2022**.

Commissioner Deese made a motion to **approve Res. 01-2021** naming Stewart Satter as Vice Mayor and Richard Granara as Mayor Pro Tem. Commissioner Johnstone seconded the motion which prevailed by the following vote:

YES: Commissioner Siemon, Commissioner Granara, Commissioner Satter, Commissioner Johnstone, Commissioner Deese, and Commissioner Carlucci

Mayor Waters **recommended** the following appointments to the Architectural Commission:

Architectural Commission:

- Seat 1- Sharon Kirkland (**Re-appoint to Chair**)
- Seat 2- Samuel Sylvetsky (**No Change**)
- Seat 3- Kristin Rosen (**Re-appoint to Vice Chair**)
- Seat 4- Ken Ray (**No Change**)
- Seat 5- Karen Quigley (**No Change**)
- Alt. #1- Lisa Munro (**Re-appoint**)
- Alt. #2- Simone Bonutti (**Appoint**)

Mayor Waters **recommended** the following appointments to the Building Board of Adjustments & Appeals:

Building Board of Adjustments and Appeals

- Seat 1-Scott Granett (**Re-Appoint**)
- Seat 2- Gregory Bonner (**No Change**)
- Seat 3-Thomas Biggs (**Re-Appoint**)
- Seat 4- Robert Burrage (**No Change**)
- Seat 5- Stuart Lepera (**Re-Appoint**)

Vice Mayor Satter made a motion to **approve** the recommendations to the Advisory Boards. Commissioner Siemon seconded the motion which prevailed by the following vote:

YES: Vice Mayor Satter, Mayor Pro Tem Granara, Commissioner Siemon, Commissioner Johnstone, Commissioner Deese, and Commissioner Carlucci

Orientation was given by Town Attorney Davis.

CONSENT AGENDA:

1. Minutes February 22, 2022 Town Commission Meeting

2. Police Department Report and Fire/Rescue Response Time Report for February

Commissioner Johnstone made a motion to **approve** the Consent Agenda. Commissioner Siemon seconded the motion which prevailed by the following vote:

YES: Vice Mayor Satter, Mayor Pro Tem Granara, Commissioner Siemon, Commissioner Johnstone, Commissioner Deese, and Commissioner Carlucci

REGULAR AGENDA:

RA. 1 SE 22-2 – 1920 South Ocean Blvd – Ralph & Mary Gesualdo sought the Town Commission’s approval for a Special Exception use pursuant to Section 151.093 for a Beach House on their property in the R1-B Zoning District. They previously received approval for the proposed Beach House September 18, 2020 however the approval expired after six months without a building permit being pulled. Very minor changes were made to the drawings.

Commissioner Siemon made a motion to **approve** the Special Exception. Commissioner Johnstone seconded the motion which prevailed by the following vote:

YES: Vice Mayor Satter, Mayor Pro Tem Granara, Commissioner Siemon, Commissioner Johnstone, Commissioner Deese, and Commissioner Carlucci

RA. 2 Town Manager Stumpf’s Report

Code Enforcement: Town Manager Stumpf directed the Commissioners to refer to the updated Case Log included in their packets. She stated code enforcement continues to be active in the Town.

COVID Update: She stated the statistics are better than last month which is good. The latest from the department of Health include 76% of the eligible population was vaccinated. There were 364,171 positive cases with an 25.5% positivity rate in the state. 712 new people were vaccinated in Palm Beach County in the last week. New case positivity in Palm Beach County was down to only 2.6% from the previous 6.1%. She noted Miami-Dade County is dealing with an influx of Spring Breakers increasing their positivity numbers, however our Town has not had any of those issues even though Chief Mattox noted we had a normal amount of visitors for that time period.

Intracoastal Crossing Update: Town Manager Stumpf explained there was to be a Pre-construction meeting on March 24th with a tentative schedule indicating construction to begin on May 4th, 2022 with 109 days until the project is substantially complete. They tentatively expect the final completion to occur on October 4th, 2022. Commissioner Granara will attend the meeting. The Town Manager will continue to keep the Commission updated on the status of the project.

Special Exception and Variance Procedures: Town Manager Stumpf explained that Special Exception and Variance Orders expire after six months while ARCOM Orders expire after one year. She proposed the Commission considers extending the expiration times for all to be one year. She explained that six months may not always be enough time to gather other required approvals and submit permit drawings.

The Mayor discussed this would minimize the amount of applications coming back multiple times before the Commission and that he was in agreement with it. Commissioner Siemon also stated that “it made sense.” Town Attorney Davis explained the details of the extensions Town Staff is allowed to provide as well as the fact that Special Exceptions must be completed within 18 months whereas Building Permits expire after two years,

another inconsistency that could be conformed. Vice Mayor Satter agreed 18 months could make it difficult with current supply chain issues to finish a building.

Vice Mayor Satter made a motion to **approve** to extend the six months timeframe to apply for a building permit to one year for Special Exceptions and Variances and extending the 18-month construction time-frame to two years for first reading at next month's Town Commission Meeting. Commissioner Siemon seconded the motion which prevailed by the following vote:

YES: Vice Mayor Satter, Mayor Pro Tem Granara, Commissioner Siemon, Commissioner Johnstone, Commissioner Deese, and Commissioner Carlucci

Town Manager Stumpf told the Commission that there will be a presentation for Simone Bonutti where she will be presented with an award for her six years of service at April's meeting.

Lastly, Town Manager Stumpf mentioned there will be two more events in the Library Lecture Series, a musical performance on April 7th. She stated the previous lecture held on March 3rd had 65 people in attendance, the largest we have ever hosted. April 14th will be the last lecture of the season with two authors presenting "Eerie Florida."

PUBLIC COMMENTS

There was none.

OTHER BUSINESS

There was none.

PUBLIC HEARING:

1. Ordinance #383 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE TOWN CODE OF ORDINANCES AT CHAPTER 72. VEHICLE PARKING REGULATIONS. BY CREATING AN ENTIRELY NEW SECTION 72.03. PARKING ENCROACHMENTS. TO ESTABLISH PROHIBITIONS FOR THE PLACEMENT OF PARKING ENCROACHMENT MARKERS ON STREETS, RIGHTS-OF-WAY, AND DRIVEWAYS WITHIN THE TOWN; FURTHER AMENDING CHAPTER 72 AT SECTION 72.02. PUBLIC STREETS, RIGHTS-OF-WAY AND SWALES. TO PROVIDE FOR CONSISTENT PARKING REGULATIONS FOR VEHICLES AT CONSTRUCTION SITES; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 72. VEHICLE PARKING REGULATIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. (First Reading)

Town Attorney read by title. He explained significant updates were made since the last First Reading as requested by the Commission.

Commissioner Deese made a motion to **approve** Ordinance #383 on first reading. Commissioner Johnstone seconded the vote which passed by the following vote:

YES: Vice Mayor Satter, Mayor Pro Tem Granara, Commissioner Siemon, Commissioner Johnstone, Commissioner Deese, and Commissioner Carlucci

2. Ordinance #384 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE TOWN CODE OF ORDINANCES AT CHAPTER 32. DEPARTMENTS, BOARDS AND COMMISSIONS. BY CREATING AN ENTIRELY NEW SECTION 32.11. LIEN REDUCTION REQUEST PROCEDURES. TO ESTABLISH PROCEDURES FOR THE APPLICATION AND REDUCTION OF CODE ENFORCEMENT LIENS AND FINES ASSESSED BY THE TOWN; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 32. DEPARTMENTS, BOARDS AND COMMISSIONS. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. **(First Reading)**

Town Attorney read by title.

Vice Mayor Satter made a motion to **approve** Ordinance #384 on first reading. Mayor Pro Tem Granara seconded the vote which passed by the following vote:

YES: Vice Mayor Satter, Mayor Pro Tem Granara, Commissioner Siemon, Commissioner Johnstone, Commissioner Deese, and Commissioner Carlucci

3. Ordinance #385 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING THE TOWN CODE OF ORDINANCES AT CHAPTER 151. ZONING. SECTION 151.003. DEFINITIONS. TO REVISE THE DEFINITION FOR “SUB-BASEMENT (SUB-CELLAR)” TO REDUCE THE HEIGHT REQUIREMENT FOR UNDERGROUND PARKING FACILITIES AS NECESSARY; FURTHER AMENDING CHAPTER 151 AT SECTION 151.565. UTILIZATION OF YARDS. TO REVISE THOSE ALLOWABLE ROOF MATERIALS FOR UNDERGROUND PARKING FACILITIES WITHIN THE TOWN; PROVIDING THAT EACH AND EVERY OTHER SECTION AND SUBSECTION OF CHAPTER 151. ZONING. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. **(First Reading)**

Town Attorney read by title.

Vice Mayor Satter asked what the ricochet effect of approving this change would be, Mayor Waters commented that the change would not be applicable to 95% of the properties in Town.

Vice Mayor Satter made a motion to **approve** Ordinance #385 on first reading. Commissioner Siemon seconded the vote which passed by the following vote:

YES: Vice Mayor Satter, Mayor Pro Tem Granara, Commissioner Siemon, Commissioner Johnstone, Commissioner Deese, and Commissioner Carlucci

Meeting adjourned at 10:58 a.m.

**These minutes were presented to the Town Commission
on Tuesday April 26, 2022 for approval.**



Keith Waters, Mayor

4/26/22

Date Signed



Erika Petersen, Town Clerk

4/26/2022

Date Signed