

Town of Pomona Park - Town Council & Public Hearing Meeting Minutes
Tuesday, September 10, 2019 (6pm)

Prior to the meeting the Beautification Committee did a presentation of the walk of fame stones presented to Mr. Jim Jacob to honor Marjorie Jacob (former Town Clerk) and the Cathy Sheffield to honor Rodney Sheffield (Owner of Hill's Hardware).

Mayor Joseph Svingala presided. Council present were Dr. Robert Warren, CarrieAnn Evans, Patricia Mead, James Griffin, and Victor Szatkowski were all present. Attorney Sherar was late. Pat Bergquist was absent.

Mayor Joseph Svingala led in the pledge to the flag and then called a moment of silence for the victims of 9/11/01 and for the Bahamas from Hurricane Dorian. Mayor Svingala called the meeting to order at 6:10 pm and welcomed everyone.

Meeting Minutes:

The Mayor requested approval of the Minutes from 8/13/19. Councilman Warren made a Motion for approval and it was seconded by Councilman Griffin. Councilwoman Evans said, I'd like to make a statement, I don't like being unprepared, not having time to read through them. I understand that there was an issue but. Clerk said that the recording did not record the entire meeting and I had to recreate and the other issue was that we were only open for 2 days last week because of the hurricane and the holiday. Vote to approve was 5 in favor and Councilwoman Evans oppose.

Guest Speakers:

Charles L. Overturf III, Putnam County Supervisor of Elections

Rodney Walton, Account Executive Financial Services for The Florida League of Cities
Mr. Walton described the proposed retirement account where the employees can put money in and the Town can match it. These programs are all not for profit trusts as well as the pension trust fund that this is a part of. Clerk explained that a few weeks ago we had provided the information on the plan to the Council for them to review. You sent us a questionnaire which would provide a guideline for establishing the plan, please review that. Mr. Walton said, we will administer the retirement plan however you want it administered. He explained the questions that were asked, including vesting schedule which was set at 3 years for 100% vesting, there is an option if you are able to take a loan from the plan after you have \$2000 in the plan and you can take half of that as a loan and you basically pay yourself back with interest. There are no extra fees that the Town would incur. We are set up for minimal fees for the employees. Welaka has our plan and has had it for some time. There is an option that you can make after tax contributions as an employee and that way you'll have money in retirement that you've already paid taxes on, as well as the Town's money per IRS rules, has to be pre-tax money, so the employee would have to pay taxes when they take it out of the plan. If an employee doesn't want to participate in the plan (457) they don't have to, the Town will not put any money in. It is not mandatory to participate. The employee can start at 1% personal contributions and go up from there, but the Town would only match what the employee puts in up to 5%. This just helps the employee have another source of income in retirement other than just Social Security. Mayor

asked, you have pre-tax, and after tax so are these IRAs? Mr. Walton said, these are 457 and 401 plans, but the Roth IRA is a common buzz word. You don't have to make after tax contributions, the employee has that option. The Town MUST make the pre-tax contribution with the match, the Town's money cannot be after tax. Councilman Warren asked, do you work through a brokerage house? No, we set up a not for profit trust, I don't get commission and all the investments are through Vanguard Investments. Very high quality, low fee investments. Mayor asked, do all employees have to go pre-tax or after tax or can one say I'm going to go pre-tax and the other say no I'm going to go with ROTH? No, each employee has the option. Clerk said, as well the employees have the option as where it is invested. Right, we have very safe investments like cash and 3rd party consultant built into our plan. Somebody that looks over all the different investments that are out there and have chosen these investments to be part of the plan. There are default investments for people that don't understand a lot about saving for retirement, you get put into what's called target retirement funds. These brochures explain that, the target retirement fund is basically 5 different investments in one that start when you're younger they are more in the stock market because you can make up for the ups and downs of the stock market, you have that time to make up if the market were to underperform. As you get closer to retirement it comes out of the stock market, its more safe for people about to retire. That is the default investment, but the employee doesn't have to choose that, that's just for people that don't make a choice. Mayor asked, how often can you change your investment? Anytime you want, no fee. You can't go back into the same investment that you were in 60 days prior. After 60 days you can go back into if you wanted to. Councilman Griffin asked, what portion in Welaka donating to the employees? Kelly answered, 7%. Mr. Walton said, they are doing a nonelective contribution and that means they are contributing 7% and the employee doesn't have to do anything. If the employee wants to put extra in their plan, they can but its optional. No employees have to do the plan. I have one now that 2 employees do it. Its just another benefit to help retain employees. Mayor stated, I don't think we are totally prepared to answer all the questions here. We need to get copies of the stuff you brought in and then set up a special meeting not a workshop, because you can't vote in a workshop. That's the way we should go because there's a whole bunch of questions and I don't want to hold everybody here up. Mr. Walton said, we are here to be a fiduciary and a co-fiduciary, so we look over all this for your benefit. We have the consultant, a board and there's another committee involved as well, with multiple layers of oversight. Councilwoman Mead asked, would a Town councilmember be eligible? Mr. Walton said, there are some councilmembers that do participate. That would be up to how you all want to set the plan up. Councilwoman Mead said, well if we had a younger person who wanted to run for Council it might be a selling point for them if they had that option. Mr. Walton said, you can set different levels of employees or councilmembers and they could have a different benefit than the employees if you wanted to. Councilman Warren said, I just got a text from Craig, he's on his way. Mayor said, I don't have any more questions here, we need to be more prepared. Joyce Svingala asked, do the employees, maintenance know about this? The Clerk said, we have mentioned to them that this is something that the Council is working on. Joyce asked, will they be included in the meeting so they understand what it will be all about? Clerk said, they know when the Council meetings are but after a plan is picked then we will set up a training for the employees so that they fully understand. Mr. Walton said, that is part of my job to make sure the employees fully understand and answer their questions.

Mayor said, Public Hearing items we have none.

Unfinished Business:

Joyce Svingala gave a Beautification update on the past breakfast they took in \$227 with \$27 in tips. They sold 1 license plate cover. We need to spend some money. At the next meeting we will be talking about replacing some of the older Christmas decorations for the poles. We talked about full aprons because we are always handling the food for the Saturday breakfast. Judy order a couple and we will look at them. Becky Filer & Rick, new members for the committee along with Bud Eckles is a new member. We are going to have to order new shirts. The yard sale will be in full speed ahead and most everything completed for the October meeting. We did get together and went down to the Community Center and tried out some new menu items. Crepes, stuffed with cherries or tropical and crème fresh, strawberries, breakfast in a bowl and plain, cheese or mushroom, onion & bacon omelets. Councilmember Evans asked the date of the yard sale. November 2nd. We will be contacting the Courier Journal to have the inserts put in the newspaper. Compliments to Kelly for her idea on the Fall basket for raffle. The pricing will be \$1 a ticket or 7 for \$5. Jim Griffin was the first to buy raffle tickets. The drawing will be at the breakfast the day of the yard sale, you need not be present. Craig said if the yard sale is in November and we want the food truck we need to have that Ordinance for 2 readings. Councilwoman Evans said, well it won't make it to November. Clerk said, we can we just have to have the first reading at our next Council meeting and then another meeting for the second reading. Attorney Sherar said, the food trucks have to be licensed by the Dept. of Ag. You can call them, and they will send someone from the Health Dept because they have to meet those requirements. Clerk said, we don't want to police that, we want them to fill out a permit and they have to sign that they have it.

Councilwoman Mead held a Tree Board meeting. We meet quarterly and this is our last meeting before December. We are grateful that Dorian did not come our way after giving us quite a scare, but we must be mindful that the hurricane season is not over. At this meeting we need establish the date for the 2020 Arbor Day. We are finishing up 29 years as a Tree City. This means in January we will begin 30 years of our beginning to formerly honor our great fortune of having so many trees in our community. We traditionally celebrate Arbor Day in Pomona Park on the 2nd Friday of January which is January 10th at 4:00 pm. We chose this date because the 3rd Friday is Florida Arbor Day and we get first access to the forester because, Palatka, Interlachen and Crescent City all use that date. Andrew Messina has already requested our info, because he's working on some grants. I gave him that date on the assumption that we follow tradition and use that date. We also need suggestions for our location for a new tree if we decide to plant one. We still have a memorial plaque or stone for Tom Skidmore that needs a home. It was under the tree at the Community Center that we took down because it was dead. We still have it but we have not found it a good home. Councilman Warren asked, when was the most current information you have on Andrew Messina, the Forester? Councilwoman Mead said, I got information from him when I was gone, it was an email. Councilman Warren said, he's left his post, now he's in Welaka in a Supervisory position. Maybe we should update that information to ensure whomever supercedes him is also going to be covered when we follow through on our grant projects. Councilwoman Mead said, I got that within the last 2 weeks, I have not heard that. When we do plant a tree, it needs to be the right tree in the right location so that 20 years later they get cut a hole in the middle of them or die cause they're in the wrong place. There have been suggestions about putting one down on the south end of the Town where the sign is

but if you don't have a water supply your tree is not going to live. Even the Hollies that we planted on the north end, we replaced because they were accidentally chopped down or whatever reason, it was a County worker. Is that date suitable with the Town, January 10. Everyone said that is fine. Last year we did not plant any trees because we were planning to put a new roof on the Community Center, and we don't want to plant where it will be walked on. Clerk asked about where we had one removed on East Main. Pat said, we don't have room for it. Mayor said, we have that lot that was going to be a parking lot but now it isn't. Pat said, we planted that whole row of Cypress which are doing well. I don't think you want to plant one in the middle of it and then you decide on a parking lot. Councilwoman Evans said, there's always people looking for shade at the beach in the parking area where the kids play. Pat said, we did get complaints about the past trees that they grew into the septic line. Shirley Griffin asked, how much property do we own on the other side of the railroad tracks or on the sides of the tracks? Pat said, yes, we do, and we have planted several there. We also on East Main, replaced a Magnolia or large tree that was in the way and they took it down and we put in Crapemyrtles but they are not on Town property, so we don't take care of them. If you have other suggestions just give me a note.

Clerk Assistant, Kelly gave an update on the financials and the balance totals in all accounts showing Beautification at \$10,569.01, 1-5 Cent \$41,462.02, Better Place \$282,669.82, General Fund and Money Market \$250,999.13. Pages 11-13 are check registry for last month. Councilwoman Evans asked, on 8/28 why are we still paying stuff for Joan OConnor? Kelly said, 8/27 show a deposit from the Affordable Care Act of \$782.88. This is a Blue Cross refund, if they don't spend 80% of their budget then it has to be given back to the employees based on how many participated and how many months.

Clerk gave a maintenance update. Page 13 is a picture of the Maintenance shop newly painted signs on the side and the front entrance. We had the team trim the tree so you could see it well. Councilwoman Evans asked, who paid for that? Clerk said, the Town did. Councilwoman Evans said, well Beautification paid for the paintings on this building so I'm just asking the question. Clerk said, it was \$250 for the large one and \$100 for the other for a total of \$350. Councilwoman Mead said, it looks nice. Mayor said, if you look at it where that door is on the left of it we are going to put the street number. Clerk said, page 15 showing the tree work, I had him add on the top that unless stated otherwise charges are based on hourly wage and time spent by maintenance staff. This is just a calculation on the time they have spent, not paying a vendor. Page 16 shows time allocation chart from March through August of 2019. Councilman Warren said, other expenses are the largest cost, what's in that? Probably all of the edging, cleaning, and water samples. I will get more specific information. Not sure if you are reading the Clerk's Notes but I wanted to give Jeff props on the ball field. He took the time to put little flags everywhere to chart out a diagram of where every sprinkler head is and then identify which zone they are on. He also repaired the whole system. Bruce was going to do this, but Jeff took the initiative and got it done for him now Bruce can get started on the revamping of the fields.

Pages 17 & 18 are pictures of the property on Pleasant St. where 2 Men and a tree was dumping. He has taken everything off of the right of way. He has been working on cleaning that pile up. The other picture shows you how much they have cleaned it up from a different angle. He is not complete, and we will continue to keep an eye on that.

New Business:

Cavashia Bush did not attend. She was seeking a donation to Pop Warner. There were several Council members that thought there was an Ordinance or Resolution in place that spoke to donations. I have not been able to locate one. Councilwoman Evans said, no it was done due to the whole volunteer Fire Department fiasco. That's when they put a stop to donations. I don't think it's the Town's business to give away the money that the Town's people have given them. Clerk said, that's what I was hearing from several council members. Councilwoman Mead said, I don't believe that we did anything formal, we just decided not to do it. Clerk asked Attorney, do we need an Ordinance on this? Attorney Sherar said, I don't think we need one. If someone came in and did a presentation and the council wanted to do something, then we'd have to have a Resolutions but if they decided not to do it then we wouldn't. Councilman Warren asked, what about having an Ordinance that we don't make any contributions because we feel it's the taxpayers money we are spending and because there are too many worthy causes out there to pick and choose between them. Attorney Sherar thought we had done this a couple of years ago. Councilwoman Mead thought it was when Alonzo was Mayor. Clerk said, the last donations that we could find were from 2011, \$250 to Pop Warner football and 2010, \$300 to football and \$300 to cheer. Joyce Svingala said, didn't we purchase the scoreboard? Yes, but that is Town property. Attorney Sherar said, if we pass an Ordinance saying we can't do it and then there is something that you want to, then you would have to do an Ordinance overriding it and that would be 2 readings. Clerk said, it might be better just to leave it as a standing rule and then when people come in and present their case then you can tell them yes or no. Councilman Griffin said it would be easier if we have an Ordinance and then at the front desk you just tell them no. Attorney Sherar said, if you don't do an Ordinance and the board changes its easier for the board to change their minds to do it. If you want it to be flexible, then just do it by Resolution. If you want it to be binding, then make an Ordinance and then someone would have to change it. Clerk said, I will write an Ordinance for your review. Mayor asked, Craig, what would that Ordinance do for maintenance uniforms when Donna's going to talk about the hats? Clerk said, that's not a donation. Mayor said, I'm just making sure we're not stopped from doing this. Councilwoman Mead asked what this is about? Judy Szatkowski said, there is a wonderful organization called, Pink Out Putnam. They sell hats and other things and it all goes to the cancer center in Palatka and stays in the County. Mayor asks, is this considered a donation? Clerk went to pages 19 & 20. We would like to get the Town a little bit more involved with showing our support, like our marquee that showed support for 911 victims. We want the community to start seeing that we care about these things and we are a part of what they are going through. The maintenance team is visible all the time and we wanted to ask the Council about a pink shirt, but the maintenance men said no, we are not wearing a pink shirt. I asked what about a hat and they said it depends on the hat. The maintenance men chose this hat. I wanted to check with the Council because this would be a uniform change for the month of October. There are also shown wrist bands on page 20. Councilwoman Evans said, well, I think we can wear pink on our own. We don't need to spend taxpayer's money. Judy S. talked about several years ago a group donated money and time to decorate for this. Clerk said, I used to be on the Pomona Park Purple Hearts along with several women here. At the time we had gotten

some big purple ribbons, but they are gone now. I started looking for a wreath for the door, but they are too expensive. The hats are only \$25 for 4 hats. I thought since they are out in the community that the residents would see that, but that is something that you all will have to tell me if you approve something like this. Mayor said, I think it would just be part of the uniform, they should be wearing hats outside anyway in the summer and that's in the employee manual. Councilwoman Mead said, I have no objection to \$25 for 4 hats but I don't understand how we are going to differentiate between supporting breast cancer and prostate cancer. Mayor asked, if we had that Ordinance, how would that Ordinance pertain to these hats? Attorney Sherar said, it would depend on how the Ordinance was written. He discussed how sometimes these things can be good or bad. The Mayor in Baltimore just got banged because someone just bought \$500,000 worth of coloring books that she had published. You could write the Ordinance which excludes this type of activity or includes it depending on how far away you think it is from doing a donation. Mayor said, I think they all should wear hats. Councilwoman Mead said don't they have hats that say Pomona Park? Kelly explained that Bruce bought the Pomona Park hats for the maintenance men before he left because they didn't have anything provided to them from the Town. They were wearing their own personal hats. Councilwoman Evans said, that's ridiculous that they weren't provided. Shirley said, a lot of things weren't provided trying to fix that. Councilwoman Evans said, no we should provide them yearly a new hat, a couple shirts, a shoe allowance and that's where we need to go through our employee manual and fix that. I'm all for difference cancer awareness but if they choose to wear pink to show their support, I think that should be up to them. I don't think we should go out and have to buy things to show and spend the money on things that. None of this money actually goes to breast cancer awareness. Clerk said, this is not a donation, these are items off of Amazon, but we can just drop it. This was just an idea to try and show the Town that we care about these issues but evidently you all don't want to go down that road, that's fine. Mayor said, I do, and I will give you \$26 for 4 hats for the guys. Councilman Griffin said, Joe I will split it with you. Mayor said ok Jim. CarrieAnn said, here's 12 bucks.

Beth St. George and Jane Grove discussed the closing of the Putnam County Family Fitness Center. They said there are a number of people that did not use the machines, they are not part of Silver Sneakers. We do walking aerobics. We need a TV, which we would provide, DVDs which we have. We will take it up and down and we would like to use the Community Center on Monday, Wednesday and Thursdays. Mayor asked, what time? We typically come at 8:30 to set up and then we would be done by 10:15 at the latest. We don't need anything but a place. Mayor said, you can't go through the Council, its going to cost you \$125 a day. You can go through the Senior Program. Beth said she spoke with Judy, we only need a place to put the tv. Mayor said, the Senior Program is separate and distinct and if you go under that umbrella, you're not paying \$125 a day. Beth said, we couldn't afford that. Clerk said, we also have to work with the Silver Sneakers program for classes. Jane said we've been doing this over at the fitness center and we would continue that class schedule. Councilwoman Evans asked, are Silver Sneakers still trying to use the fitness center, I mean our Community Center for that and they want the Town to run that? Clerk said, so we can't run that. That's why it would go under the Pomona Park Senior Program, Inc. Councilwoman Evans said, the Town's not the in the business to have a gym. Councilman Griffin said, due to lack of participation the fitness center closed. Councilwoman Evans said, I know all that. Councilman Griffin said, they want to use the community center and I think it's a good idea. Councilwoman Evans said, I don't think its

Town involved but I keep seeing emails back and forth. Clerk said, because at the meeting no one else stepped up and I said I would coordinate with them closing and I wanted to keep you all aware of what was happening with them. Mayor said, Senior program is going to have to sit down with you, how many people do you normally have. Beth & Jane said, it depends on the season, right now 20-22 in the winter. Councilwoman Evans asked, is there a fee charged. They said no, we don't charge a fee, but we were paying to use the center. We are willing to give a donation, maybe not a donation. Clerk said, you can give us donations, but we just can't give you donations. Jane said, its good for people of our age because it keeps us in good physical shape. Mayor said, we need to have a meeting it would probably cost participants \$1 a week that goes to Seniors because we make an annual donation in October to the Town that helps pay for some of the utilities for the building. Joyce said, I would like to have a meeting with all 3 groups so that we are all on the same page. I don't know who. Mayor said, Donna probably knows. Clerk said she would provide the contact information to Joyce. There were people talking on the Council while the speakers were still trying to talk. They were discussing insurance coverage and Attorney Sherar said it should be covered under our liability. Councilman Griffin said, usually the instructors and a few of the people would vacuum and clean up before we left. They said, that is not a problem, we can do that.

Mayor said, let's move on to approval of Council's absences. I don't think there was that many. Clerk looked up the policy and it states, since the beginning of the year and the only thing that I found is that both Pat Mead and Pat Bergquist were absent for 1 council meeting. The Mayor said we did this for John, and we will do this for Pat. We just made this open ended and that's what this will be as far as I'm concerned. Other council agreed. Councilwoman Evans made a Motion to excuse the absences of Pat Bergquist and Pat Mead from past council meetings and it was seconded by Councilman Griffin. Shirley said, if you do this now then you have to do it for others in the future. Mayor said we are going to excuse Pat Mead and leave Pat Bergquist open ended just like we did John. Vote was unanimous to approve Motion.

Clerk and Asst. Clerk training coming up outside of county. Clerk training October 14-17 in Daytona, no hotel needed. Asst. Clerk, Boot Camp for Government Accounting in Sandestin October 21-22. Expenses to include class registration, hotel, mileage & meals. Councilwoman Evans made a Motion to approve Clerk and Asst. Clerk travel outside county for classes. Councilman Warren seconded. Unanimously approved. Clerk also told council about Leadership & Management Skills for Woman that I want to send Kelly to on November 4 & 5. Councilwoman Evans made a Motion for Kelly to go outside Putnam county to attend the class on 11/4 & 5 in Daytona. Councilman Warren seconded and the vote was unanimous to approve.

459 West Main Code Enforcement. 4 Sheriff Deputies came into the office because people were trying to have a yard sale. We called County Code Enforcement who told us that the house has been condemned in 2016. They said that Joan and Gary (Town Code Enforcement) asked County to close their case so that they could open an abatement case, however it was never done. The 2 people came into office for a yard sale permit and I declined to issue one because they are not the owners, the owner is incarcerated. I called Attorney Sherar and conferenced with Charlie Erckman to get this case started again. Charlie said it started in 2015 with an RV and then the mobile home was added later and was noticed as uninhabitable. The RV was removed as of inspection on 2/2/2016 and in 2017 the owner pulled a permit for electric and power and the

power was restored. On 8/2/2017, Joan and Gary advised county they would take over the case. Charlie has posted new signs condemning the property and a new case, 2019-00499 has been filed. Charlie is going to schedule a Findings of Fact and Conclusion of Law Hearing before the Special Magistrate in October. He will grant 30 days for the property owner to become compliant by either demolishing the structure or pulling permits for repair. Then he will schedule a Lien Hearing in December and 3 months after that in March, he will schedule for the Abatement and Foreclosure Hearing. Attorney advised to proceed. Councilman Warren spoke of the past case and said that he kept pulling permits and it never got picked up again. Attorney sent email and asked Charlie to let him know when it was going to be in October so that someone can be there.

Charles Overturf, Putnam County Supervisor of Elections:

He spoke of the need for the council to discuss any possible Charter changes. Ms. Donna asked if I could come to answer questions, if you have any interest in any amendments to the Charter. Your attorney will have to come up with wording and that doesn't happen over night and there are certain number of readings required. In 2014, you all put 5 amendments on the ballot and only 1 passed. Councilwoman Mead asked if we should revisit those and put them back on the ballot? Mr. Overturf said there are 3 elections next year. The Presidential Preference in March, the August Primary and then November 3 is the big one. In the past you all have waited until November because that's the biggest turn out. There are 3 or 4 of you that will be running next year. I will set a date up to help you all get qualified. The first week of August is the actual week of qualifying. Sometime in July I will come down and work with you all. I have to have the wording so that I can prepare a ballot. We have at least 5 different amendments statewide. The Presidential Preference is where the Democrats will nominate about 20 people to run for president and the Democrats will get to vote for whoever they choose. The Republican will have 1, 2 or 3 that will be running against the President. The latest to submit our ballot items would be in July. It was requested that Mr. Overturf send the items that were on the 2014 ballot so the Council can review them and see if its something they want to put back on the ballot. Mr. Overturf said, of all the cities that I go to, you're the biggest group. You are the only one in the County that has 7 members, everybody else has 5. I remember when Joe Lieb left it went several months before they got someone. The Council has asked the Clerk and Craig to write an Ordinance to change the Charter from 7 to 5 and we'll see if the Council will approve it. Council raise would need to be passed at least 90 days before the election. Mr. Overturf said, you may want to consider that you all have it where the Mayor has to run every 2 years, but you could change that to 4 years. Attorney Sherar said the reason we have it that way is because if the Mayor and 2 other people are messing up the populous, you can't change the vote except every 4 years but if the Mayor has to run every 2 years, you can change the majority every 2 years.

Questions and comments. – none

Upcoming events: Neighborhood Watch Thursday September 12, at 5:30pm. Conversation with the Mayor will be Saturday September 14, 7am-9am. Final Budget Hearing Monday September 16 at 5:30pm. First Saturday breakfast is October 5, 8am-10am. Beautification Meeting will be October 7 at 10am. Town Council meeting October 8, at 6:00pm.

Councilman Griffin made a Motion to adjourn. Adjourned 8:07 pm

