

TOWN OF WINDERMERE

Town Council Meeting Minutes (2nd Virtual Meeting Covid-19)

May 12, 2020

CALL TO ORDER:

Present were Mayor Jim O'Brien, Council Members Bill Martini, Bob McKinley, Andy Williams, Chris Sapp, and Liz Andert. Town Attorney Heather Ramos, Town Manager Robert Smith, Police Chief Dave Ogden, Public Works Director Scott Brown, and Town Clerk Dorothy Burkhalter were also present.

Mayor O'Brien called the meeting to order at 6:01pm and stated all Council members were present.

Mayor O'Brien then requested a moment of recognition.

1. OPEN FORUM/PUBLIC COMMENT (3 Minute Limit)

Mayor O'Brien stated one person had signed in to speak. Ms. Brandi Haines of 835 Oakdale Street stated she would defer until the Water Master Plan discussion.

2. SPECIAL PRESENTATION/PROCLAMATIONS/AWARDS

a. Town of Windermere Water Master Plan Presentation

Mayor O'Brien turned the floor over to Wade Trim. Public Works Director Scott Brown introduced Michael Demko, representative from Wade Trim. Mr. Demko gave a presentation outlining the mission, existing layout, proposed layout, phases, fire flow, costs, and funding. Mr. Mark Brewer commented on funding. He stated that grants, loans, and direct assistance are some funding options. Mr. Cornelius stated that coordination with Orange County is needed. He also stated that Orange County would be the owner of the system. Discussion followed regarding cost per phase, reasoning for the design of the phases, existing water customers, funding options, square footage increases of existing homes, and private wells. Ms. Brandi Haines of 835 Oakdale Street questioned if County Sewer would be next, approximate cost of a monthly bill, and cost for hook-up and connection. After further discussion was made, Member Sapp made a motion to have staff move forward with the draft plan. Member Andert seconded the motion. Roll call vote was as follows: Martini – aye, McKinley – aye, Williams – aye, Sapp – yes, and Andert – aye. Motion carried 5-0.

3. NEW BUSINESS

a. Minutes

i. Town Council Meeting Minutes April 28, 2020

Member McKinley made a motion to approve the April 28, 2020 Town Council meeting minutes as presented. Member Williams second the motion. Roll call vote was as follows: Andert – aye, Sapp – aye, Williams – aye, McKinley – aye, and Martini – aye. Motion carried 5-0.

b. Contracts & Agreements

c. Financial

d. Other items for consideration

i. Temporary Use Permit program for certain Temporary Signs, Outdoor Retail Sales & Restaurant Seating and Small Tents

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Mayor O'Brien introduced this item. He then turned the floor over to Manager Smith. Manager Smith explained that due to Phase I Reopening of the State, there are items that need to be addressed to accommodate businesses with reopening. He further explained that current restrictions for outdoor seating, signage, opening of salons, and barbershops would need to be relaxed. Manager Smith stated that the current LDC regulations do not allow for this. Mayor O'Brien stated that this would give businesses an opportunity to let the public know that they are open for business. He then suggested a period of 90 days and then revisit if needed. Member Sapp stated that he would like the Resolution to be broad to allow the Town Manager to react quickly and to not narrow down the Resolutions to specific businesses. Member Martini questioned the temporary shade and canopies. Mr. Cornelius stated that the Resolution would address that. Some discussion followed regarding Section 5 of the Resolution. Member Andert commented on insurance/liabilities. Manager Smith stated he would include the additional insurance for the Town. Mayor O'Brien read the title of proposed Resolution 2020-01. Member McKinley made a motion to adopt Resolution 2020-01 with the inclusion of "properly stored and secured". Member Andert seconded he motion. Roll call vote was as follows: Martini – aye, McKinley – aye, Williams – aye, Sapp – aye, and Andert – aye. Motion carried 5-0.

ii. Boat Ramp & Tennis Key Policy Amendments

Mayor O'Brien introduced this item. He then turned the floor over to Manager Smith. Manager Smith stated that a separate workshop for Bird Island will be scheduled for a later date. He then commented on the park pass and key issues. Manager Smith stated that with the current key issue, he would like to have the keys numbered and penalties for misuse of the keys put in place. Manager Smith commented on the enforcement. Mayor O'Brien commented on the personal responsibility. He the questioned if Parks and Recreation had reviewed these changes. Manager Smith stated no. He then explained that the Ordinance will need to be changed. Discussion was made regarding motorized boats/canoes and non-motored vessels. Member Martini stated he is in favor of stricter regulations. Member Andert questioned if the violator would be fined as well. Manager Smith stated a "trespass" option can be used. Member Sapp stated he would like to be assured that this will be enforceable. Consent of the Town Council is to move forward with the change.

4. MAYOR & COUNCIL LIAISON REPORTS:

Mayor O'Brien thanked everyone for their support as a team through the current conditions. Member Andert reported on the WAYS Committee meeting. She stated that the agenda had not been posted in sufficient amount of time, therefore no action was taken, only general discussion. Mayor O'Brien commented on the upcoming 2020 Graduate recognition.

7. STAFF REPORTS:

- a. **TOWN MANAGER ROBERT SMITH** – Mr. Smith reported on after action reports, guides and manuals for reopening, and mandatory testing for employees.
- b. **TOWN ATTORNEY HEATHER RAMOS** – No report.
- c. **POLICE CHIEF DAVE OGDEN** – Chief Ogden reported that the Town Hall surveillance project around Town Hall has been completed, volunteer and scholarship programs at the Police Department, off duty and bird island issues, Officer King completing training, and working on after action reports.
- d. **PUBLIC WORKS DIRECTOR SCOTT BROWN** – Director Brown reported that his team is preparing for hurricane season, the vac truck working, uplifting of the tree canopy, removal of dead wood around town and roadways, and moving forward with projects.

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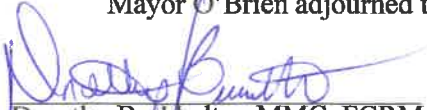
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e. **TOWN CLERK DOROTHY BURKHALTER** – No report.

8. ADJOURN:

Mayor O'Brien adjourned the meeting at 7:44 pm.


Dorothy Burkhalter, MMC, FCRM
Town Clerk


Jim O'Brien, Mayor