

TOWN OF WINDERMERE

Town Council Meeting Minutes

March 23, 2021

CALL TO ORDER:

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

Mayor O'Brien called the meeting to order at 6:00pm and stated quorum was present.

Mayor O'Brien led everyone in the Pledge of Allegiance. He then gave the invocation.

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

There were no public speakers.

2. SPECIAL PRESENTATION/PROCLAMATIONS/AWARDS

a. FY 19/20 Audit Presentation

Mayor O'Brien turned the floor over to Mr. Mathew Lee, representative with McDirmit & Davis. Mr. Lee explained that the Town received an Unqualified Opinion, which is the best that can be given. He then reviewed accounts, financial growth, income, and expenditures. Mr. Lee commented on the purchasing policy and purchase orders. Manager Smith commented that there had been an issue and it has been rectified. He then thanked Mr. Lee for his presentation and Mrs. White for handling the finance department for the Town

b. Officer Mark Wilson Swearing In

Chief Ogden introduced and swore in Officer Mark Wilson as a new police officer for the Town.

c. Reserve Sgt. John Alcalde Unit Citation and Gold Presidential Volunteer Award

Chief Ogden presented a Unit Citation and a Gold Presidential Volunteer Award to Reserve Sgt. John Alcalde.

3. TIMED ITEMS AND PUBLIC HEARING:

4. CONSENT AGENDA:

a. AMR 4th Amendment to the Emergency Ambulance Transportation Services Agreement

b. Retro-Active Approval of Fernwood Boat Dock Repairs

Member Sapp made a motion to approve the consent agendas presented. Member McKinley seconded the motion. Roll call vote was as follows: Andert – aye, McKinley – aye, Williams – aye, Sapp – aye, and Martini – aye. Motion carried 5-0.

5. MINUTES:

a. MINUTES

i. Town Council Meeting Minutes February 9, 2021

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Member Martini made a motion to approve the minutes as presented. Member Williams seconded the motion. Roll call vote was as follows: Martini – aye, Sapp – aye, Williams - aye – aye, McKinley – aye, and Andert – aye. Motion carried 5-0.

6. OTHER ITEMS:

- a. Town Manager Evaluations**
- b. Town Manager Contract Extension**

Member McKinley gave a summary of the Town Manager’s evaluations. He then briefly reviewed some comments that were submitted. Member McKinley stated that he is recommending a pay increase to an annual salary of \$142,000.00. He then suggested adding an additional two years to the contract which would extend the original contract to March 31, 2026. Some discussion followed. Member Andert made a motion to approve the evaluation salary increase to \$142,000.00 annually. Member McKinley seconded the motion. Roll call vote was as follows: McKinley – aye, Andert – aye, Martini – aye, Sapp – aye, and Williams – aye. Motion carried 5-0. Member McKinley made a motion to extend the Manager’s current contract for an additional 2-years, March 31, 2026. Member Martini seconded the motion. Roll call vote was as follows: Williams – aye, Sapp – aye, Martini – aye, McKinley – aye, and Andert – aye. Motion carried 5-0. Manager Smith thanked the Mayor and Town Council.

Member McKinley reported on the next Elder Luncheon scheduled for April 13th and the new statue in Central Park. Member Andert reported on the Tree Board and WAY Committee.

7. NEW BUSINESS

- a. Swearing in Councilmembers:**
 - i. Councilmember Bill Martini**
 - ii. Councilmember Mandy David**
 - iii. Councilmember Tony Davit**

Mayor O’Brien administered the Oath of Office to Bill Martini, who will be serving his second two-year term, Mandy David who will be serving her first two-year term, and to Tony Davit who will be serving his first two-year term.

- b. Special Recognition:**
 - i. Councilmember Bob McKinley**
 - ii. Councilmember Liz Andert**

Mayor O’Brien presented appreciation plaques to outgoing Council members Bob McKinley and Liz Andert. Mr. McKinley and Mrs. Andert accepted graciously.

- c. Resolutions/Ordinances for Approval/First Reading**

d. APPOINTMENTS:

- i. Parks & Recreation Committee Appointment: Cynthia Hunter**

Member Sapp made a motion to appoint Cynthia Hunter to the Parks and Recreation Committee. Member Martini seconded the motion. Roll call vote was as follows: Davit – aye, Sapp – aye, Williams – aye, Sapp – aye, and Martini – aye. Motion carried 5-0.

- e. CONTRACTS & AGREEMENTS:**

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f. FINANCIAL:

g. OTHER ITEMS FOR CONSIDERATION:

i. Hiring of Public Works Director Tonya Elliott-Moore

Mayor O'Brien introduced this item. He then turned the floor over to Manager Smith. Manager Smith commented on the search for the new Public Works Director. He then stated that he is requesting approval to hire Ms. Tonya Elliot-Moore. Manager Smith reviewed her background and experience. Member Williams made a motion to approve the hiring of Ms. Tonya Elliott-Moore as the new Public Works Director. Member Sapp seconded the motion. Roll call vote was as follows: Williams – aye, Sapp – aye, Martini – aye, Davit – aye, and David – aye. Motion carried 5-0.

8. **MAYOR & COUNCIL LIAISON REPORTS:**

Mayor O'Brien stated that request for liaison assignments will be sent out and brought back at the April Town Council meeting. He then commented on the remembrance of Officer Robbie German. Member Williams stated that the Historic Preservation Board has not met. Member Sapp stated that the Long-Range Planning Committee is schedule to meet next week. Member Martini reported that there would not be a Development Review Board meeting. He then stated that there will be a workshop on March 31st at 6:00pm via Zoom to discuss the proposed Karr downtown project.

9. **STAFF REPORTS:**

a. **TOWN MANAGER ROBERT SMITH** – Mr. Smith thanked the Mayor and Town Council for his evaluations. He then commented on the movement in the State and Washington regarding the proposed appropriations. Mr. Smith also commented on the American Appropriations Act. Member Sapp thanked the West Orange Chamber for their assistance with the appropriations.

b. **TOWN ATTORNEY HEATHER RAMOS** – No report.


c. **POLICE CHIEF DAVE OGDEN** – Chief Ogden reported on the 2020-year end report, training, upcoming Easter parade, off duty details, Accreditation training, meeting with State Attorney, and staff.


d. **PUBLIC WORKS FOREMAN TRAVIS MATHIAS** – Mr. Mathias reported on the light pole installation, quotes for Town Hall porch roof repairs, Central Park, split rail fencing, Windermere Recreation Center electrical box, and daily routines. Manager Smith thanked Mr. Mathias for handling the department until a new Director was hired. Mr. Fitzgibbon complimented Mr. Mathias and the Public Works team for all the work that has been accomplished in a short period of time.

e. **TOWN CLERK DOROTHY BURKHALTER** – Ms. Burkhalter thanked Council members Williams and Sapp for their assistance with the past election canvassing and audits.

10. **ADJOURN:**

Mayor O'Brien adjourned the meeting at 7:12pm.


Dorothy Burkhalter, MMC, FCRM
Town Clerk


Jim O'Brien, Mayor

OATH OF OFFICE


March 23, 2021

I, **William (Bill) Martini**, solemnly swear or affirm that I will support the Constitution of the United States and will obey the laws of the State of Florida; that I will, in all respects, observe the provisions of the Charter and Ordinances of the Town of Windermere and will faithfully discharge the duties of Council Member.

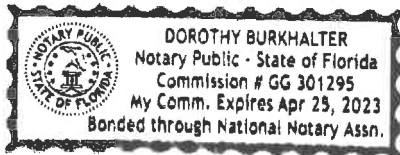
Term: 1st Two-year 2019 – 2021
2nd Two-years 2021 - 2023



William Martini


Administer of Oath

Sworn and subscribed before me this 23rd day of March 2021


Notary Public

OATH OF OFFICE

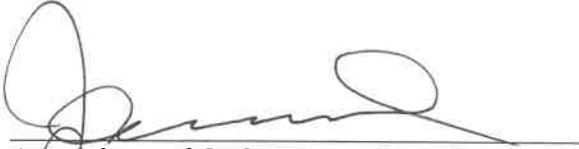
March 23, 2021

I, **Mandy David**, solemnly swear or affirm that I will support the Constitution of the United States and will obey the laws of the State of Florida; that I will, in all respects, observe the provisions of the Charter and Ordinances of the Town of Windermere and will faithfully discharge the duties of Council Member.

Term: 1st Two-year ~~2019-2021~~
2021-2023



Mandy David

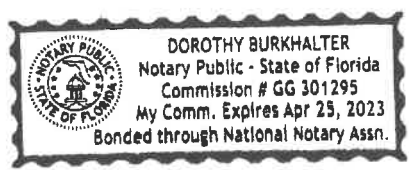


Administer of Oath

Sworn and subscribed before me this 23rd day of March 2021



Notary Public



OATH OF OFFICE

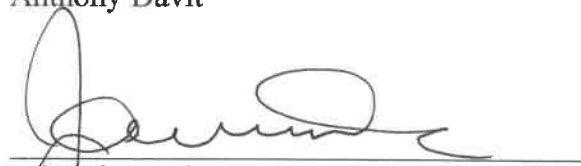
March 23, 2021

I, **Anthony (Tony) Davit**, solemnly swear or affirm that I will support the Constitution of the United States and will obey the laws of the State of Florida; that I will, in all respects, observe the provisions of the Charter and Ordinances of the Town of Windermere and will faithfully discharge the duties of Council Member.

Term: 1st Two-year ~~2019-2021~~
2021-2023



Anthony Davit



Administer of Oath

Sworn and subscribed before me this 23rd day of March 2021



Notary Public

