

**TOWN OF ST. LEO
REGULAR COMMISSION MEETING
December 14, 2009
7:00 PM**

OPENING Call to order – James Hallett – Mayor

INVOCATION AND PLEDGE
Robert Courtney – Commissioner

ROLL CALL Donna DeWitt, O.S.B. – Commissioner
Richard Christmas – Commissioner
James Hallett, O.S.B., Mayor
William Hamilton, Commissioner – Mayor ProTem
Robert Courtney - Commissioner

STAFF Joan Miller - Town Clerk
Jan Norsoph – Town Planner
Patricia Petruff, Town Attorney

GUESTS Greg Smith
James Adcock – TECO
PCSO Deputy Day
PCSO Deputy Ben Birge

MINUTES **MOTION: TO APPROVE THE MINUTES OF NOVEMBER 9, 2009.**
MOTION BY: Commissioner Hamilton
SECOND: Commissioner DeWitt
VOTE: Unanimous for Approval – Adopted 5/0

EXPENSES AND BUDGET REVIEW
**MOTION: TO ACCEPT FINANCIAL REPORT DATED
DECEMBER 14, 2009.**
MOTION BY: Commissioner Courtney
SECOND: Commissioner DeWitt
Discussion.
VOTE: Unanimous for Approval - Adopted 5/0

MOTION: TO APPROVE MOVING ALL FUNDS FROM THE STATE BOARD OF ADMINISTRATION ACCOUNT TO THE FIRST NATIONAL BANK OF PASCO MONEY MARKET ACCOUNT.

MOTION BY: Commissioner Hamilton

SECOND BY: Commissioner DeWitt

Discussion.

VOTE: Unanimous for Resolution – Adopted 5/0

MAYOR'S REPORT –

Public Hearing – Variance for Peggy's Hay Farm

Peggy's Hay Farm will not be discussed tonight.

MOTION: TO CONTINUE THE PEGGY'S HAY FARM VARIANCE TO THE JANUARY 11, 2010 COMMISSION MEETING.

MOTION BY: Commissioner DeWitt

SECOND BY: Commissioner Hamilton

Discussion.

VOTE: Unanimous for Resolution 5/0 Adopted

EMPLOYEE'S SALARIES

Mayor Hallett provided a 3 page handout for the commissioners showing present and potential salary increases for each of the four Town employees.

Discussion included the present “cost of living”, town revenues, and performance.

MOTION: TO PROVIDE A 3.5% INCREASE FOR THE PART TIME EMPLOYEES.

MOTION: Commissioner Christmas

SECOND: Commissioner Hamilton

Discussion.

VOTE: Unanimous for Resolution 5/0 Adopted

MOTION: TO PROVIDE A 5.5% INCREASE FOR THE TOWN CLERK .

MOTION: Commissioner Christmas

SECOND: Commissioner Hamilton

Discussion.

VOTE: Unanimous for Resolution 5/0 Adopted

PUBLIC SERVICE TAX

The town received paperwork from a propane gas contractor asking if the town had made any changes to the tax exempt organizations (primarily regarding institutions and churches). It appears that there is now a local option that can be used as an additional revenue source. The town will research and consider this option while preparing the budget for the new fiscal year.

MOTION: TO CONTINUE EXEMPTIONS AS THE TOWN HAS DONE IN THE PAST, PURSUANT TO CHAPTER 166.20, FLORIDA STATUTE.

MOTION BY: Commissioner Courtney

SECOND BY: Commissioner DeWitt

Discussion.

VOTE: Unanimous for Resolution, 5/0 Adopted

ADVANCED IEMO

Mayor ProTem Hamilton was recognized with a certificate for the completion of the Advanced Institute for Elected Municipal Officials which took place October 2009, in Panama City Beach, Florida. This program is administered by the Florida Institute of Government.

PLANNER

COMPREHENSIVE PLAN

Planner Norsoph provided two tables (for information purposes) to give the commission an understanding of the policies of the comprehensive plan that translate into amendments in the Land Development Code. There are items that need to be incorporated to provide additional legal strength of the code. Work will continue. Various policies that relate to actions on the part of the commission will be discussed early in the New Year.

MPO MEETING

The Mayor commented that during a recent meeting it was stated that the application (for a multi-use path/sidewalk), that Planner Norsoph submitted was approved by the Metropolitan Planning Organization. FDOT requires additional photographs and cost estimates from our town planner.

The concept of a multi-use pedestrian path is included on the 2025 MPO work/study plan.

ATTORNEY'S REPORT

Attorney Petruff has contacted San Antonio Attorney, Rick Davis. They are working on an interlocal agreement for Pompano Street and also one for the purpose of Water Utility Service within the Town of St. Leo.

ON Q SMOKEHOUSE GRILL

Planner Norsoph inspected the new establishment and found that the parking lot meets dimensional standards. There are only 22 wheel stops, short of the 23 required, and Willie Flott will need to add one. A landscaping area needs to be changed a little. In a couple of months the office staff will visit the restaurant to determine if the landscaping is still adequate. Planner Norsoph is directed to give a final approval and then Town Clerk will write a letter of certification of use based on Mr. Flott's compliance of the Variance approved, and the town zoning requirements. Mr. Flott's variance is good for three years and expires in 2012.

STREETLIGHTS

The town is still interested in adding lights along SR52. James Adcock reminded the commission that any lights that shine on the highway must have authority through FDOT.

Zephyr Stripe N Seal

Commissioner Courtney asked a question regarding the possibility of liability issues in the areas that were sealed. A letter will be sent to this company asking if there are any limitations of the sealant on residential streets.

SUNCOAST LEAGUE OF CITIES

On January 16th the Town of Saint Leo is hosting the January luncheon meeting of the Suncoast League of Cities. Everyone is invited to attend. Special invitation will be made to local city commissioners.

ADJOURNMENT

MOTION: TO ADJOURN MEETING AT 8:50 P.M.

MOTION BY: Commissioner Hamilton

SECOND BY: Commissioner DeWitt

VOTE: Unanimous for Resolution 5/0 Adopted

Respectfully,
Joan Miller, C.M.C.