

**TOWN OF ST. LEO
COMMISSION MEETING
January 11, 2016
7:00 PM**

OPENING Mayor Christmas

INVOCATION AND PLEDGE OF ALLEGIANCE – Commissioner Gregory Smith

ROLL CALL Donna DeWitt, O.S.B. – Commissioner
Gregory P. Smith – Commissioner
Richard H. Christmas – Mayor
James Hallett, O.S.B. - Mayor Pro Tem
Curtis Dwyer – Commissioner

STAFF Joan Miller, MMC - Town Clerk
Patricia Petruff, Esquire – Town Attorney
Jan Norsoph – Town Planner
Andrea Calvert, CMC – Deputy Clerk

GUESTS Dennis Berberich – San Antonio Commissioner
Barbara Berberich – San Antonio resident
Fay McKean – St. Leo property owner/taxpayer
Deputy Michael Merwin – Pasco County Sheriff’s Office
David Parish – San Antonio resident
Brian Surak – Principal, Surak Engineering
JJ Johnston-Pasco County Emergency Management Operations Coordinator

MINUTES **MOTION: TO APPROVE MINUTES OF THE DECEMBER 14, 2015 COMMISSION MEETING.**
MOTION: Commissioner Smith
SECOND: Commissioner DeWitt
Discussion
VOTE: Unanimous for Approval, 5/0

EXPENSE AND BUDGET REVIEW

MOTION: TO ACCEPT FINANCIAL REPORT DATED JANUARY 11, 2016.
MOTION: Commissioner Hallett
SECOND: Commissioner Smith
Discussion.
VOTE: Unanimous for Approval, 5/0

PUBLIC COMMENT – none

MAYOR'S REPORT

Resolution 16-04, Adopting the Pasco County Comprehensive Emergency Management Plan

JJ Johnston, (Pasco County Emergency Management Operations Coordinator) spoke and requested that the commission execute Resolution 16-04.

MOTION TO ADOPT RESOLUTION 16-04, ADOPTING THE PASCO COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN.

MOTION BY: Commissioner Hallett

SECOND BY: Commissioner Smith

Discussion:

VOTE: Unanimous for Approval, 5/0

COMMISSIONER'S REPORT

Dunne Road Maintenance

Commissioner Smith referred to the Restricted Funds and Town Roads memo created by Commissioner Hallett and said that it appears money is available in Town funds and the Town could accept ownership of the portion of Dunne Road that is within the Town. Discussion continued regarding how to fairly assess all residents that use the road. One idea discussed was the use of strategically placed traffic counters to determine trips per day.

ATTORNEY'S REPORT

Pompanac Street Construction Update

Attorney Petruff shared maps that she acquired from the Florida Department of Transportation that date back to 1949-1950. A quick review of the maps suggest that the right of ways on Pompanac were considered to be 50 feet.

She explained that during discussions with Mark Gallo (Pasco County Deputy Property Appraiser), she learned that it is likely that the county determined the use of the 25 foot wide parcel to be right of way because of the pavement, utility poles etc., in addition a permit for building could not likely be given for the stand alone parcel. Discussion continued, including mention that the reasonable value of the parcel is low.

Attorney Petruff did not recommend that the Town take any action at this time.

Construction can go forward as Midili would have to take some affirmative action and to date he has not.

Pompanac Street Right of Way Maintenance Map

Petruff stated that during her discussion with Andrew Getz, Vice President of DC Johnson Associates, it was determined that the legend scale was inaccurate. Getz will send a letter to the Town of St. Leo and the City of San Antonio with a corrected map. The revised map will have to be accepted by resolution.

Holy Name Annexation

The legal description contained in Ordinance 16-01 is not accurate. Mark Gallo said that the Property Appraisers website legal description is not always the same as what is seen on the website map. A corrected ordinance should be written with a legal that accurately describes the property. The Town will have to advertise, have new public hearings and readopt the entire annexation.

PLANNER'S REPORT

Resolution 16-05, Holy Name Monastery PUD #13-A, Minor Modification #2

Brian Surak spoke on behalf of the Monastery

Conditions of approval were discussed. A final detailed landscape plan will be required.

**MOTION TO APPROVE RESOLUTION 16-05 HOLY NAME MONASTERY
ADDITION PUD #13-A, MINOR MODIFICATION #2.**

MOTION: Commissioner Smith

SECOND: Commissioner Hallett

Discussion.

VOTE: Unanimous for Approval, 5/0

CLERK'S REPORT

Municipal Elections

Municipal elections will occur on April 12, 2016. The qualifying period begins on February 9th at 12 pm and ends on February 16th at 12 pm. There are three open seats this year held by Commissioners DeWitt, Hallett and Christmas.

Municipal Association of Pasco

The next Municipal Association of Pasco Meeting will be held on February 4th at 6:30 pm at the Abbey Tavern. The City of San Antonio will host and the Town of St. Leo will chair the meeting. Commissioners are encourage to contact the Town Clerk if there are any agenda topics they would like discussed and to confirm attendance.

NEW BUSINESS

Petruff Vacation

Attorney Petruff will be on vacation and will miss the June, July and August Commission Meetings. She will be available in July and August by phone if necessary. Attorney Dye can attend the June meeting if there is a critical or pressing issue.

OLD BUSINESS

Pasco County Sheriff Office Report – There have been moving violations recently and no other major issues.

Pasco County Fair 2016

A Town of St. Leo community booth was discussed. There was no response from the community to participate in this project. Andrea Calvert and Joan Miller were directed to design and prepare a booth for the fair. The Town Commission agreed to provide \$100 to create the booth in addition to the \$100 match from the Pasco County Fair Association.

ADJOURNMENT

MOTION: TO ADJOURN THE MEETING AT 8:17 P.M.

MOTION BY: Commissioner DeWitt

SECOND BY: Commissioner Hallett

Discussion.

VOTE: Unanimous for Approval, 5/0