

**TOWN OF ST. LEO**  
**COMMISSION MEETING AND PUBLIC HEARING**  
**May 9, 2016**  
**7:00 PM**

**OPENING** Mayor Pro Tem Hallett

**INVOCATION AND PLEDGE OF ALLEGIANCE** – Commissioner Smith

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

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

**GUESTS** Deputy C. Cloversettle – Pasco County Sheriff’s Office  
Honorable William Hamilton – former Mayor  
Lauren Geraci, Esq. – for Joel Tew, Esq. representing Saint Leo University  
Edward Timmons  
Lynn Timmons  
Barbara Berberich – San Antonio resident  
Commissioner Dennis Berberich – San Antonio

**MINUTES** **MOTION: TO APPROVE MINUTES OF THE APRIL 11, 2016 COMMISSION MEETING.**

**MOTION BY:** Commissioner DeWitt  
**SECOND BY:** Commissioner Dwyer  
Discussion  
**VOTE:** Unanimous for Approval, 4/0

**EXPENSE AND BUDGET REVIEW**

**MOTION: TO ACCEPT FINANCIAL REPORT DATED MAY 9, 2016.**

**MOTION BY:** Commissioner Smith  
**SECOND BY:** Commissioner DeWitt  
Discussion.  
**VOTE:** Unanimous for Approval, 4/0

**PUBLIC COMMENT** – none

**REORGANIZATION OF TOWN COMMISSION**

Mayor Pro Tem Hallett requested nominations for Mayor.

**MAYOR MOTION: TO NOMINATE RICHARD CHRISTMAS AS MAYOR FOR A TERM OF ONE YEAR.**

**MOTION BY:** Commissioner Smith  
**SECOND BY:** Commissioner DeWitt

Mayor ProTem Hallett asked if there were any other nominations.  
No further nominations were made and there was no further discussion.

**MOTION: TO APPROVE THE NOMINATION AND APPOINTMENT OF RICHARD CHRISTMAS AS MAYOR FOR A TERM OF ONE YEAR.**

**MOTION BY:** Commissioner Smith  
**SECOND BY:** Commissioner DeWitt

Discussion.

**VOTE:** Unanimous for Approval, 4/0

**MAYOR PRO TEM**

Mayor Pro Tem Hallett requested nominations for Mayor Pro Tem.

**MOTION: TO NOMINATE GREGORY SMITH AS MAYOR PRO TEM FOR A TERM OF ONE YEAR.**

**MOTION BY:** Commissioner DeWitt  
**SECOND BY:** Commissioner Dwyer

Mayor Pro Tem Hallett asked if there were any other nominations.  
No further nominations were made and there was no further discussion.

**MOTION: TO APPROVE GREGORY SMITH AS MAYOR PROTEM FOR A TERM OF ONE YEAR.**

**MOTION BY:** Commissioner DeWitt  
**SECOND BY:** Commissioner Dwyer

Discussion - none

**VOTE:** Unanimous for Approval, 4/0

**CLERK, ATTORNEY, AND PLANNER**

Mayor Pro Tem Hallett recommended the reappointment of the Town Clerk, Joan Miller, and Town Attorney, Patricia Petruff of Dye, Deitrich, Petruff & St. Paul, P.L., and Town Planner Jan Norsoph of Engelhardt Hammer and Associates for a period of one year.

**MOTION: TO APPROVE THE REAPPOINTMENT OF JOAN MILLER, PATRICIA PETRUFF, AND JAN NORSOPH FOR A PERIOD OF ONE YEAR.**

**MOTION BY:** Commissioner DeWitt  
**SECOND BY:** Commissioner Dwyer

Discussion.

**VOTE:** Unanimous for Approval, 4/0

**MAYOR'S REPORT**

Ordinance 16-02, replacing Ordinance 16-01 annexing 6.96+/- acres.

**AN ORDINANCE OF THE TOWN OF ST. LEO, FLORIDA, TOWN COMMISSION THAT REPLACES ORDINANCE 16-01, MAKING ORDINANCE 16-01 NULL AND VOID, AND ADOPTING A NEW ORDINANCE ANNEXING A 6.96+/--ACRE VACANT PARCEL OF UNINCORPORATED PASCO COUNTY, FLORIDA INTO THE TOWN OF ST. LEO WHICH PARCEL IS LOCATED APPROXIMATELY 1,313 FEET SOUTH OF THE S.R.52/WICHERS ROAD INTERSECTION (PIN#:12-25-20-0000-00700-0000) AND WHICH IS CONTIGUOUS TO THE TOWN OF ST. LEO; AND INCLUDING ANY MAINTAINED RIGHT OF WAY FOR WICHERS ROAD LOCATED ADJACENT TO AND/OR WITHIN THE BOUNDARIES OF THE PARCEL; REDEFINING THE BOUNDARY LINES OF THE TOWN OF ST. LEO, FLORIDA TO INCLUDE SAID PARCEL AND RIGHTS-OF-WAY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

Attorney Petruff explained that it was discovered that the legal description in Ordinance 16-01 was inaccurate and Ordinance 16-02 includes the correct one.

**MOTION: TO APPROVE ORDINANCE 16-02 AS READ ON THE FINAL READING.**

**MOTION BY:** Commissioner Smith

**SECOND:** Commissioner Dwyer

Discussion.

**VOTE:** Unanimous for Approval, 4/0

Resolution 16-09 replacing Resolution 16-08

**RESOLUTION 16-09 OF THE TOWN OF ST. LEO TOWN COMMISSION THAT REPLACES RESOLUTION 16-08, MAKING RESOLUTION 16-08 NULL AND VOID, APPROVING THE BENDICTINE SISTERS OF FLORIDA, INC. TEMPORARY SIGN APPLICATION.**

This resolution allows the temporary sign to be erected up to seven days prior to the event and the permit is valid immediately after adoption until May of 2017.

**MOTION: TO APPROVE RESOLUTION 16-09 REPLACING RESOLUTION 16-08.**

**MOTION BY:** Commissioner Smith

**SECOND BY:** Commissioner Dwyer

Discussion.

**VOTE:** Unanimous for Approval, 4/0

Town of St. Leo 125<sup>th</sup> Anniversary

Mayor Pro Tem Hallett discussed the workshop that was held on May 6, 2016 to begin planning the anniversary celebration. The date of the event was discussed and a general outline was created. July 9, 2016 is the date that is now being considered and Saint Leo University has offered space in the Student Center board rooms for the event. An optional mass, music, souvenirs, games and guest speakers are being considered. Other details will be discussed during the next workshop to be held on May 18<sup>th</sup> at 5:30 pm in Town Hall.

**MOTION: TO AUTHORIZE A BUDGET OF UP TO \$3,000, FOR FOOD AND OTHER EXPENDITURES RELATED TO THE 125<sup>TH</sup> ANNIVERSARY CELEBRATION OF INCORPORATION.**

**MOTION BY:** Commissioner DeWitt  
**SECOND BY:** Commissioner Dwyer  
Discussion.  
**VOTE:** Unanimous for Approval, 4/0

**MOTION: TO APPROVE JULY 9, 2016 AS THE DATE TO HAVE THE 125<sup>TH</sup> ANNIVERSARY CELEBRATION.**

**MOTION BY:** Commissioner DeWitt  
**SECOND BY:** Commissioner Smith  
Discussion.  
**VOTE:** Unanimous for Approval, 4/0

**COMMISSIONER'S REPORT**

Dunne Road Commissioner Smith provided background for the paving discussion. Attorney Petruff received an interlocal agreement that was used to pave another road in Pasco County with a similar situation to Dunne Road. Petruff believes that this agreement could be adaptable to the Town's needs.

There was consensus from the Town Commission for Attorney Petruff to proceed with discussions with Pasco County regarding the road and to adapt the interlocal agreement for the town to be considered by the commission.

**MOTION: TO PROCEED WITH WORKING ON AN INTERLOCAL AGREEMENT TO RESURFACE DUNNE ROAD FROM THE INTERSECTION OF POMPANIC STREET TO THE INTERSECTION OF CULLITON ROAD, WITH PASCO COUNTY RETAINING OWNERSHIP OF DUNNE ROAD, TO INCLUDE THE TOWN RECEIVING CREDIT FOR USING GAS TAX FUNDS TO PAY FOR THE UPGRADE.**

**MOTION BY:** Commissioner Smith  
**SECOND BY:** Commissioner DeWitt  
Discussion.  
**VOTE:** Unanimous for Approval, 4/0

**PLANNER'S REPORT**

Saint Leo University Request for a Future Land Use Map Amendment and Rezoning. Continuance of Public Hearing from April 11, 2016, and Final Reading of Ordinance 16-03

Planner Norsoph gave a quick review of the April meeting. The amendment is being submitted as a final condition of approval for the Plant Operations PUD to bring the land use into greater consistency with the comprehensive plan which designates that institutional uses should be designated as such in the institutional land use category. Neither Planner Norsoph or Lauren Geraci, Esq. (for Joel Tew, Esq.) representing Saint Leo University had any additional testimony and did not make any additional comments.

Mayor ProTem Hallett opened the public hearing for adoption of Ordinance 16-03. Hearing no comments the public hearing was closed.

**MOTION: TO APPROVE ORDINANCE 16-03, AN ORDINANCE PURSUANT TO SECTION 166.041, FLORIDA STATUTES, ADOPTING AN AMENDMENT TO THE TOWN OF ST. LEO ZONING MAP FOR AN APPROXIMATE 2.87 ACRE TRACT LOCATED GENERALLY AT THE SOUTHEAST CORNER OF POMPANIC STREET AND MCMULLEN DRIVE FROM THE BUSINESS ZONING DISTRICT TO THE INSTITUTIONAL ZONING DISTRICT; PROVIDING FOR CONFLICT AND SEVERABILITY; PROVIDING FOR FINDINGS OF FACT; AND PROVIDING AN EFFECTIVE DATE.**

**MOTION BY:** Commissioner Dwyer

**SECOND BY:** Commissioner DeWitt

Discussion.

**VOTE:** Unanimous for approval, Adopted 4/0

**CLERK'S REPORT** - none

**OLD BUSINESS** -

Dennis Berberich asked to speak about the Jiffy Store located in San Antonio and said that the driveway has not yet been repaired.

**NEW BUSINESS** -

June 13<sup>th</sup> at 6pm will be the first FY 2016/2017 Budget Workshop. Commissioner DeWitt and Mayor Pro Tem Hallett may not be able to attend.

**ADJOURNMENT**

**MOTION: TO ADJOURN THE MEETING AT 8:10 P.M.**

**MOTION BY:** Commissioner DeWitt

**SECOND BY:** Commissioner Smith

Discussion.

**VOTE:** Unanimous for Approval, 4/0

Joan Miller, MMC