

**TOWN OF ST. LEO
COMMISSION MEETING
November 9, 2015
7:00 PM**

OPENING Mayor Christmas

INVOCATION AND PLEDGE OF ALLEGIANCE – Mayor Richard Christmas

ROLL CALL Donna DeWitt, O.S.B. – Commissioner
Gregory P. Smith – Commissioner, absent
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
Deputy (Jim) Cloversettle – Pasco County Sheriff’s Office
Lieutenant Strube – Pasco County Sheriff’s Office
Robert Christmas
Brian Surak – Surak engineering
David Lee - Plant Operations, Saint Leo University
Denny Moller - VP of SLU Advancement & Communications
Mark Anderson – San Antonio Commissioner

MINUTES **MOTION: TO APPROVE MINUTES OF THE OCTOBER 12, 2015 COMMISSION MEETING.**
MOTION: Commissioner Hallett
SECOND: Commissioner DeWitt
Discussion
VOTE: Unanimous for Approval, 4/0

EXPENSE AND BUDGET REVIEW

MOTION: TO ACCEPT FINANCIAL REPORT DATED NOVEMBER 9, 2015.

MOTION: Commissioner Hallett

SECOND: Commissioner DeWitt

Discussion. Clerk Miller noted that a Central Bank Certificate of Deposit will mature on 11/24/15. Miller received approval from the commission to renew the CD at current rates.

VOTE: Unanimous for Approval, 4/0

PUBLIC COMMENT – none

Introduction

Lieutenant Strube introduced Deputy Charles (Jim) Cloversettle, replacing Deputy John Windsor, who recently transferred to another department within the Pasco County Sheriff’s Office.

PLANNER'S REPORT

Ordinance 16-01 Holy Name Academy 6.96+/- Vacant Parcel Annexation

Planner Norsoph reported that an application for the voluntary annexation of a parcel of land was received from Holy Name Monastery (previously noted as an area that contradicted Town Charter boundaries vs. those recorded by the Pasco County Property Appraiser's Office). The property meets the requirements of Chapter 171, Florida Statutes, pertaining to voluntary annexation. Being the first reading of this ordinance, the public was offered the opportunity to speak and there was no discussion. The second reading of this Ordinance will be during the December 14, 2015 meeting.

Resolution 16-02 Approving Site/Landscape Plan Review (SPR)#15-A, Benedictine Hall with conditions

This topic is being continued from the October 12, 2015 meeting.

Planner Norsoph reported that since the October meeting, an amended site plan has been provided alleviating the previous concerns of the commission. Brian Surak, of Surak Engineering said the driveway connection on SR 52 was removed and the north/south component of the cart path has been eliminated as well.

Trees will be eliminated (no grand trees) and no variance is required. Planner Norsoph suggested approval of the review with conditions.

Mayor Pro Tem Hallett asked why the parking lot will be partially grass and partially asphalt. Surak replied that this is more cost efficient, complies with SWFWMD standards and meets the present needs of the University to serve renovations as they evolve.

Denny Moller stated that to his knowledge, the Saint Leo University Board of Trustees has not yet seen plans for the west campus. Planner Norsoph said that as a condition to the agreement made last year, the University is required to present the Town with a future land use map/ master plan so that the future land use change and rezoning for Plant Operations could be made. Moller was not aware of this requirement or of emails sent to Eric Weekes reminding him of the requirement; Moller assured the commission that he would look into this.

MOTION: TO APPROVE RESOLUTION 16-02, A RESOLUTION APPROVING SITE/LANDSCAPE PLAN REVIEW (SPR) #15-A, THE SAINT LEO UNIVERSITY BENEDICTINE HALL PARKING LOT WITH CONDITIONS.

MOTION: Commissioner Hallett

SECOND: Commissioner DeWitt

Discussion.

VOTE: Unanimous for Approval, 4/0

MAYOR'S REPORT

Pompanac Street Construction

Mayor Christmas reported attending a meeting held on 11/12/15 at Saint Leo University's TECO Hall to discuss the Pompanac Street construction project (Miller, Newlon, Buzzzone, and Anderson also attended). The construction will be a three phase project. Roads will be closed but local and emergency vehicles will be able to pass. The projected start date is November 16, and the anticipated completion date is February 1, 2016.

Mark Anderson, a San Antonio Commissioner representing San Antonio, requested the temporary closure of Pompanac Street so that a 2 inch replacement waterline could be put in place prior to the Nov 16 date. Mayor Christmas explained that he could not approve this request prior to this

meeting because the “Interlocal Agreement”, dated May 19, 2015, between the City and Town relating to shared jurisdiction of Pompanic Street required the City of San Antonio to provide written notification ten (10) business days in advance. Notice was not given and the request comes before the Town Commission tonight. During the installation of the new 2 inch waterline across Pompanic Street, traffic would be rerouted during the 3-4 hours needed to replace the waterline. A 15 inch cut will be made and lime rock will be replaced until the road is upgraded early next year.

MOTION: TO APPROVE THE REQUEST OF THE CITY OF SAN ANTONIO TO CLOSE VEHICULAR TRAFFIC TO POMANIC STREET DURING THE REPLACEMENT OF A 2 INCH WATERLINE ACROSS POMPANIC STREET WITH THE UNDERSTANDING THAT THE ROAD WILL BE CLOSED FOR A MINIMAL LENGTH OF TIME DURING WHICH THE CITY OF SAN ANTONIO WILL PROVIDE TRAFFIC MANAGEMENT, AND AT THE END OF THE CONSTRUCTION THE CITY WILL PROPERLY COMPACT MATERIALS OVER THE PIPE.

MOTION BY: Commissioner Hallett

SECOND BY: Commissioner DeWitt

Discussion.

VOTE: Unanimous for Approval, 4/0

COMMISSIONER’S REPORT

Connected City Corridors

Commissioner Hallett provided a handout regarding a project occurring in the area of Curley Road to I 75 and SR 54 to SR 52. The area encompasses approximately 7,000 acres +/- . This long range project is planned for over fifty years with periodic updating. The development will likely include smart houses, be pedestrian friendly and in some ways similar to The Villages, near Wildwood, Florida, however it will have a diverse population. Increasing traffic flow in North East Pasco County was discussed. The next public meeting for this project will occur on November 18, 2015, in Wesley Chapel.

Road Maintenance

Commissioner Smith created a handout for this meeting but was unable to attend today. This topic will become an agenda item for the December meeting.

Municipal Association of Pasco – Update by Commissioner Hallett

Supervisor of Elections, Brian Corley spoke on 11/05/15 regarding the status of legislation impacting municipal elections. Corley sounded optimistic that current language of the bill is satisfactory and compatible to what municipalities in Pasco County are currently doing. No action is requested by elected officials at this time.

ATTORNEY’S REPORT

The Town was officially accepted into the National Flood Insurance Program. Citizens are now able to purchase flood insurance if desired.

Attorney Petruff spoke about other interesting Legislative Bills that will be discussed in Tallahassee during this session.

CLERK'S REPORT

Rattlesnake Festival Pumpkin Patch

Clerk Miller thanked Mayor Christmas for the corn stalk bundles, Will Watson for the 20 + bales of hay, Town staff for preparing cut out designs for photo opportunities, Saint Leo University for allowing the Town to borrow a beautiful park bench and especially to Andrea Calvert for her overall design and follow through, ensuring that this event become a success.

Truth in Millage Certification

The Town was notified by the Florida Department of Revenue that we are in full compliance for the 2015/2016 FY and there are no violations of certification requirements as listed in State Statutes.

Judd Baggett and Associates

The Town audit has begun and will continue again during the the week of November 30th.

ADJOURNMENT

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

MOTION BY: Commissioner DeWitt

SECOND BY: Commissioner Dwyer

Discussion.

VOTE: Unanimous for Approval, 4/0

Joan Miller, MMC