



ADMINISTRATION: 21 Country Road • Village of Golf, FL 33436-5299 • (561) 732-0236 • FAX (561) 732-7024
SECURITY DEPARTMENT: (561) 734-2918 • UTILITY DEPARTMENT: (561) 737-7995 • www.villageofgolf.org

VILLAGE OF GOLF Council Meeting Minutes

Date: May 17, 2012
Time: 9:00 a.m.
Location: Administration Building

1. Call to Order:

Mayor Lynch called the meeting to order on the above date and time in the Village Administration Building located at Village Hall, 21 Country Road, Golf, Florida.

Pledge of Allegiance:

Mayor Lynch led the Pledge of Allegiance.

Roll Call:

Present were: Mayor Lynch, Vice Mayor Joh, Council Members Botos, Duane and Ottaway Also present were: Village Manager Hannah, Attorney Biggs, Clerk Marciano and other interested citizens.

2. Consent Agenda

- a. **Approval of April 18, 2012 Meeting Minutes**
- b. **Receive and File:** Reconciliation Statement from the Florida Municipal Loan Council for the Period Ending March 31, 2012.
- c. **Receive and File:** Statement of Revenue and Expenditures for the Fiscal Period Ending April 30, 2012.
- d. **Receive and File:** Village of Golf Emergency Management Plan.
- e. **Approve Piggy-Back Contract with O'Brien's Response Management, Inc. for Financial Recovery Assistance Services under the City of Oakland Park's RFP 060711.**
- f. **Approve Debris Staging Lease and Easement Agreement with The Country Club of Florida.**
- g. **Designate Village Manager as Voting Delegate to the Palm Beach League of Cities.**
- h. **Approve \$12,410 ASYST Software Purchase and Related License Agreements from United Systems Technology, Inc.**
- i. **Approve \$7,343 purchase of three (3) Dell Computers and related appurtenances.**
- j. **Approve \$28,280 purchase of various software modules by Applications By Design, Inc. and related appurtenances.**
- k. **Designate The Pignato Group as the Village of Golf's Agent for upcoming Agenda Request with the Lake Worth Drainage District.**

- I. **Designate Village Manager as Voting Delegate to The Florida League of Cities:** Upon recommendation by Attorney Biggs, the Council supported listing each of their names as alternates to the Palm Beach League of Cities as voting delegates.

Action: Motion was made by Council Member Botos, seconded by Council Member Ottaway and unanimously carried to approve the Consent Agenda.

Voice Vote Showed:
AYES - 5
NAYS - 0

3. Old Business

There was no Old Business to discuss.

4. New Business

- a. **Site Plan Approval:** Mr. and Mrs. J. Marshall Duane, 38 Country Road, Interior Renovations.

Action: Motion was made by Council Member Botos, seconded by Vice Mayor Joh and unanimously carried to approve the renovations to the Duane Residence. Council Member J. Marshall Duane abstained. (Form 8B, Memorandum of Voting Conflict for County, Municipal other Local Public Officers, was completed by Council Member J. Marshall Duane and is attached to and made part of these Minutes).

Voice Vote Showed:
AYES - 4
NAYS - 0

- b. **Public Hearing and First Reading - Ordinance No. 99:** AN ORDINANCE OF THE VILLAGE OF GOLF, FLORIDA, AMENDING EXHIBIT "A" OF ORDINANCE NO. 93, "VILLAGE ELECTIONS CODE" BY REPEALING SECTION 4. ALONG WITH ITS TITLE AND READOPTING IT WITH A NEW TITLE "CANVAS AND CERTIFICATION OF ELECTIONS"; PROVIDING THAT REMAINING SECTIONS OF THE "VILLAGE ELECTIONS CODE" SHALL REMAIN THE SAME AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE, AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Village Attorney Biggs advised that Ordinance 99 is necessary, as the Supervisor of Elections, Ms. Susan Bucher has indicated that the Supervisor of Elections must be named in the Village of Golf Ordinances or Charter, along with the Village Clerk or designee, to certify Village Elections, as this was not indicated in Ordinance No. 93.

Action: Motion was made by Vice Mayor Joh, seconded by Council Member Ottaway and unanimously carried to approve Ordinance No. 99 on First Reading. Second and Final Reading is scheduled for July 25, 2012.

Voice Vote Showed:
AYES - 5
NAYS - 0

- c. **Council Input for Budget Planning Purposes:** Manager Hannah stated staff is preparing operating budgets for the coming year and reviewed projects she will propose for the Five Year Capital Budget. She noted that the millage will be set at the July 25, 2012 Council Meeting. The manager proceeded to ask the Council for input and ideas they may have for future planning purposes. A discussion ensued in which the Council gave suggestions for future Capital Budget projects, which included projects outlined on the Strategic Planning Items List compiled at the workshop on March 21, 2011.

- d. **Resolution No. 2012-03 Employee Handbook:** A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF GOLF, FLORIDA, PROVIDING FOR THE ADOPTION OF AN UPDATED AND REVISED EMPLOYEE HANDBOOK, WHICH NEW HANDBOOK SHALL SUPERSEDE AND REPLACE IN ITS ENTIRETY THE EMPLOYEE HANDBOOK APPROVED AT THE MAY 20, 2009 COUNCIL MEETING, CONCERNING THE PERSONNEL POLICIES AND RULES AND REGULATIONS FOR VILLAGE OF GOLF EMPLOYEE ADMINISTRATION PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Manager Hannah outlined the proposed changes to the handbook, a copy of which was forwarded to the Council prior to the meeting. A discussion ensued, in which the Council asked the manager to amend Section 1.3 "Outside Employment;" to include a clause that the Village Manager has the authority to waive the "Work Conflict" portion when an employee engages in outside employment which would present a conflict.

Action: Motion was made by Vice Mayor Joh, seconded by Council Ottaway and unanimously carried to approve Resolution 2012-03 Employee Handbook., with Section 1.3 amended.

Voice Vote Showed:
AYES - 5
NAYS - 0

Following the Council Meeting, the Village Manager was informed a scrivener error had occurred. The correct Resolution number for the Employee Handbook should be **Resolution 2012-05**. The corrected resolution is filed with and made part of these minutes.

5. Manager's Report

a. Golf Road Irrigation Project: The manager advised the project has been stopped due to Lake Worth Drainage District's concerns we are constructing in their easement. We are meeting with their staff on Monday, May 21st to discuss the issue. The Village is seeking permission to continue the project as designed.

b. Paul May Retirement: The Council approved a request from Village Manager Hannah to dedicate the Village Park on Peacock Lane to Paul May, Physical Environment Superintendent, who is retiring June 15, 2012, after 32 years of service to the Village of Golf.

6. Attorney's Report

For information purposes, Attorney Biggs advised that Council that the Florida Term Limits were upheld.

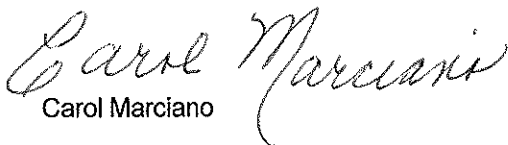
Progress Regarding Transfer of Property to Mr. and Mrs. D. Keith, 1 Turtle Grove Lane: Mr. Biggs distributed a drawing of the property; there were two (2) challenges. Following a discussion the Council asked the manager to write a letter to Mr. Keith asking him to put his request in writing, in turn the Village will review his request.

7. Adjournment

Action: Motion was made by Council Member Botos and seconded by Vice Mayor Joh to adjourn the meeting at 9:46 a.m.

Voice Vote Showed:
AYES - 5
NAYS - 0

Respectfully submitted,


Carol Marciano