

**REGULAR MEETING  
LAKE HELEN CITY COMMISSION  
January 7, 2010  
7:00 P.M.**

**MINUTES**

**A REGULAR MEETING** of the City Commission of the City of Lake Helen, Florida was called to order by **Mayor Snowden** at approximately 7:00 p.m. Present were **Mayor Snowden, Commissioners Basso, Burton, Lane and Robbins**. Also present were **City Attorney Lonnie Groot, City Administrator Don Findell** and **City Clerk Nancy Wilson**.

The invocation and pledge of allegiance was led by **City Attorney Groot**

**DELETIONS OR MODIFICATIONS TO AGENDA** - *none for this meeting*

**COMMISSION ANNOUNCEMENTS** – *none for this meeting*

**MINUTES:**

*November 5, 2009*

**Commissioner Lane made a motion** to approve the minutes from the November 5, 2009 meeting

**Commissioner Burton seconded**

**All zone Commissioners and the Mayor voted yes**

**CONSENT AGENDA:**

*Bills – January 7, 2010*

**Commissioner Robbins made a motion** to approve the November 5, 2009 bill list

**Commissioner Burton seconded**

**All zone Commissioners and the Mayor voted yes**

**PRESENTATIONS:** Commissioner Robbins presented a plaque to the winner and runners-up of the holiday decorating contest

**BI-MONTHLY REPORTS:**

*City Engineer – no report*

*Local Planning Agency (PLDRC) – no report*

*Historic Preservation Board – no report*

*Parks and Recreation Board*

Vice-chairman Abshire announced the second annual Kickball and Family Day event on January 23<sup>rd</sup> from 11am – 2pm. He also reported that the Christmas Parade was a success.

**PUBLIC FORUM:**

*Barbara Bowes  
363 Harlan Avenue*

Ms. Bowes spoke about the 2007 audit report.

A workshop date to discuss the audit was set for January 19, 2010 at 7pm.

**PUBLIC HEARINGS:** none for this meeting

**COMMISSION CONSIDERATION:**

*Consideration of amendment to Halifax Humane Society contract and potential of contracting with the Southeast Volusia Humane Society for animal control services*

Community Improvement Officer Clarino talked about stray animal issues and the associated costs involved in humane society services.

**Commissioner Burton made a motion** to authorize staff to secure an agreement with Southeast Humane Society

**Commissioner Basso seconded**

**All zone Commissioners and the Mayor voted yes**

**Commissioner Burton made a motion** to authorize the execution of the amendment to the Halifax Humane Society contract

**Commissioner Robbins seconded**

**All zone Commissioners and the Mayor voted yes**

*Consideration of expenditures from seizure/forfeiture account*

Commander Walker said the City has a forfeiture account for funds or items that are seized. We recently seized a truck from a burglary. The truck was sold and the proceeds of \$1600 were put in the seizure/forfeiture account. He explained to the Commission that he wishes to purchase light-for-life flashlights that recharge quickly and thermal imaging cameras. The money from this account can only be spent on Law Enforcement functions or equipment.

**Commissioner Lane made a motion** to approve the request by Commander Walker to purchase five light-for-life flashlights at \$169 each and four thermal imaging cameras at \$125 each totaling \$1345.

**Commissioner Burton seconded**

**Commissioner Basso made a motion** to amend the motion to include a policy written by the police department as to the use of the equipment before the equipment is purchased

**Commissioner Burton seconded**

**All zone Commissioners and the Mayor voted yes**

**COMMISSION DISCUSSION:**

*Discussion of the Florida Forest Health Improvement Initiative Grant and the ARRA Energy Efficiency and Conservation Block Grant*

**City Administrator Findell** explained the grants and how they can be used. They are both Stimulus Fund Grants. These grants do not require a match to apply but they are competitive. Any work done on these grants has to be contracted out.

**Commissioner Lane made a motion** for City Administrator Findell to move forward on the Florida Forest Health Improvement Initiative Grant and to report back to the Commission at the next meeting.

**Commissioner Basso seconded**

**All zone Commissioners and the Mayor voted yes**

**Commissioner Lane made a motion** for City Administrator Findell to continue work toward the preparation of the ARRA Energy Efficiency and Conservation Block Grant and report back at the next Commission meeting

**Commissioner Burton seconded**

**All zone Commissioners and the Mayor voted yes**

**STAFF REPORTS:**

*City Attorney – no report*

*Police Chief – no report*

*City Administrator – no report*

*Code Enforcement Officer*

**Commissioner Vernon Burton** asked Mr. Clarino about the deplorable conditions on Day Care Drive. Mr. Clarino described previous convictions and how they were handled. He also described the ongoing problems on that road and what he's done to remediate those problems.

**MAYOR'S REPORT AND COMMISSIONERS' REPORTS BY ZONE**

*Zone 1/Commissioner Robbins* – she announced that she'd be attending a Scenic Highway meeting the following week and gave an update on their activities

*Zone 2/Commissioner Burton* – he thanked Rick Mullen for the work he did on Ohio Avenue and talked about improvements to Melissa Park

*Zone 3/Commissioner Basso* – he encouraged people to attend the workshop regarding the audit and reported on the Metropolitan Planning Organization meeting he recently attended

*Zone 4/Commissioner Lane* – he apologized for missing the Christmas parade

*Mayor/Mayor Snowden* – the old publishing company off Main Street is reopening and they are having a grand opening on January 16<sup>th</sup>. He reported on a meeting that was held regarding the Health Fair that will take place on the February 6<sup>th</sup> in Blake Park.

**The meeting was adjourned at 9:45pm**