

**JUPITER INLET COLONY  
REGULAR COMMISSION MEETING**

**LIVE AND VIA ZOOM**  
Meeting ID 585 628 8134

**07.10.2023**

**7:00 PM**

**MINUTES**

**1. Mayor Block Called the Meeting to order at 7:00 PM.**

**Roll call for the record:**

Mayor Milton Block  
Commissioner Richard Busto  
Commissioner Mark Ciarfella  
Commissioner Marie Rosner

Chief of Police Robert Schultz  
Town Administrator Kevin Lucas (absent)  
Town Attorney William P. Doney  
Town Clerk Ivelisse Chico-Randazzo

**2. Public Comments:** No public comments.

**3. Vote:** to approve Consent Agenda

- a. June 2023 General Operating Fund Budget Report and Financial Statements
- b. Minutes from June 12, 2023, Regular Commission Meeting.
- c. Minutes from June 20, 2023, Special Commission Meeting

**Motion:** Commissioner Busto made a motion to approve the consent agenda

**Second:** Commissioner Ciarfella seconded the motion.

**Motion passed 4-0.**

**4. Commission/Staff Reports:**

- a. **Town Administrator-** Town Administrator is absent.
- b. **Town Clerk** – No report
- c. **Chief of Police-** Chief Schultz provided stats for the last 6 months for the Police Department.
- d. **Code Enforcement-** Mayor Block reported there were 7 complaints regarding permit status.
- e. **Town Attorney** – No report
- f. **Commissioner Reports-** Commissioner Rosner reported that the construction chains have stakes on them that are very sharp. She stated that a young boy almost cut himself on them. This is a safety issue and needs to be addressed at a meeting. Commissioner Busto reported that he was asked by Mayor Block to help with the

budget. Commissioner Busto asked Lisa Hines to help with this task and wanted to thank her publicly.

Commissioner Ciarfella reported that he noticed that some construction projects have gone dormant, and he wanted to make sure that Town staff is on top of doing everything they can to ensure that they are seen through to fruition. He stated that it is a privilege to build in Jupiter Inlet Colony and they need to take that stance with builders and anyone who wants to come to JIC.

- g. **Vice Mayor** - vacant
- h. **Mayor** - Mayor Block read a prepared report regarding the progress he has made since he was appointed Mayor. He also thanked those who have supported him for stepping up to be Mayor. Mayor Blocks report will be posted on the website.

5. **Discussion/Vote: JIC RESOLUTION 06-2023 Appointing a Commissioner and Vice Mayor**

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF JUPITER INLET COLONY, FLORIDA FILLING A VACANCY IN THE OFFICE OF TOWN COMMISSION MEMBER; APPOINTING A VICE MAYOR; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Six residents submitted their names to be considered for Commission Seat 4, Chrisitan Thomas, Ed Hocevar, Bill Muir, David Digiallorenzo, Ian Doyle and Duncan McCurrah. Ed Hocevar was selected and appointed as Commissioner for Seat 4. Ed Hocevar was sworn in over Zoom by Town Clerk Ivelisse Chico-Randazzo. Mayor Block and the Commissioners voted to appoint Commissioner Ciarfella as Vice Mayor.

**Motion: Motion:** Commissioner Busto made a motion to appoint Ed Hocevar as Commissioner.

**Second:** Commissioner Ciarfella seconded the motion.

**Motion passed 4-0**

**Motion:** Commissioner Busto made a motion to appoint Mark Ciarfella as Vice-Mayor.

**Second:** Mayor Block seconded the motion.

**Motion passed 4-0**

6. **Update:**

- a. **Chief Selection Report** – Mayor Block addressed the next steps for the Chief Selection committee and announced that they would be having a meeting on Monday, July 17<sup>th</sup> to narrow it down from 8 candidates to two or three.
- b. **Charter Amendment Report** – Mayor Block addressed the report that was prepared by Janet Saura, who is working with Town Attorney Bill Doney and with a few other residents in researching a Town Manager form of Government. Mayor Block asked for the report to be posted on the website.

**7. Vote: To Approve Accounting Changes**

**Motion:** Commissioner Rosner made a motion to approve accounting changes.

**Second:** Commissioner Busto seconded the motion.

**Motion: Commissioner Rosner made a motion to approve accounting changes.**

**Second: Commissioner Busto seconded the motion.**

**Motion passed 5-0**

**Motion passed 5-0**

**8. Vote: To Engage Financial Auditor for Stub Audit**

**Motion:** Commissioner Rosner made a motion to approve.

**Second:** Commissioner Busto seconded the motion.

**Motion passed 5-0.**

**9. Vote: To Engage Gunster with limit of \$10,000**

**Motion:** Commissioner Ciarfella made a motion to approve and to not exceed the limit of \$10,000.

**Second:** Commissioner Busto seconded the motion.

**Motion passed 5-0**

**10. Vote: To Engage Gleason and Associates for Background Investigation of Chief Nominee(s)**

**Motion:** Commissioner Rosner made a motion to approve

**Second:** Commissioner Ciarfella seconded the motion and the budget to not exceed \$5,000.00

**Motion passed 5-0**

**11. Vote: To Rent Storage Space at \$350/monthly – Mayor Block announced that it would be \$300/ monthly**

**Motion:** Commissioner Busto made a motion to approve.

**Second:** Commissioner Ciarfella seconded the motion.

**Motion passed 5-0**

**12. Vote: To Approve Operating Audit – Mayor Block stated he would like to get a budget of \$20,000**

**Motion:** Commissioner Busto made a motion to approve and to cap the budget at \$15,000

**Second:** Commissioner Rosner seconded the motion.

**Motion passed 5-0**

**13. Presentation of Preliminary FY2024 Budget and set Milage Rate**

Commissioner Busto presented the milage rate of 5.66 mils for FY24. The current milage rate is set at 5.56. The milage rate, if set high, cannot go any higher but it can be lowered.

**Motion:** Commissioner Busto made a motion to accept the milage rate at 5.66 mils.

**Second:** Commissioner Rosner seconded the motion.

**Motion passed 5-0**

**14. Wrap-up and adjourn.** The meeting was adjourned at 7:50pm.

**Motion:** Commissioner Rosner made a motion to approve.

**Second:** Commissioner Ciarfella seconded the motion

**Motion passed 5-0.**

Approved by:

\_\_\_\_\_  
Mayor Milton "Chip" Block

\_\_\_\_\_  
Date

\_\_\_\_\_  
Town Clerk Ivelisse Chico-Randazzo

\_\_\_\_\_  
Date

**STATE MANDATED STATEMENT**

If a person decides to appeal any decision made by the board, agency, or Commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Any person requiring special accommodation at this meeting because of a disability or physical impairment should contact the Town prior to the meeting. Please contact the Town Administration Office, Administration Building, 50 Colony Road, Jupiter Inlet Colony, and FL 33469, telephone 561-746-3787.