



Town of Glen Ridge

1501 Glen Road • Glen Ridge, FL 33406

Phone: (561) 697-8868 • Facsimile: (561) 697-1755

E-mail: glenridgetownof@bellsouth.net

TOWN COUNCIL MEETING AGENDA 6 December 2023, 7:00 P.M.

CALL TO ORDER: Town Council of the Town of Glen Ridge

ROLL CALL:

PBSO/PBC F/R MONTHLY REPORT:

PUBLIC COMMENT:

APPROVAL OF MINUTES: 1 November 2023 (Local Planning Agency; Town Council)

FINANCE REPORT: October 2023 and Transfers

MAYOR'S REPORT:

COUNCIL'S REPORT:

ATTORNEY'S REPORT:

CORRESPONDENCE:

CLERK'S REPORT: See attached printed report

OLD BUSINESS:

- Qualifying
- Code Enforcement update
- FPL streetlight outages

NEW BUSINESS:

- Ramifications and plans for Form 6
- Conversion of street lights to LED

ADJOURNMENT:

SHOULD ANY PERSON SEEK TO APPEAL ANY DECISION MADE BY THE TOWN COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT THE MEETING, SUCH PERSON WILL NEED TO INSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THAT APPEAL IS TO BE MADE.



Town of Glen Ridge Page 1 of 1

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TOWN OF GLEN RIDGE LOCAL PLANNING AGENCY MINUTES 1 November 2023 --7:00 P.M.

Mayor McLane called the meeting to order at 7:00 p.m. John Deal called the roll. A quorum was attained. Council Member Eckerson was absent.

Town Officials:	Matt Hadden	Council Member
	Allen Minars	Council Member
	Gary Sullivan	Council Member
	Taylor Jantz	Council Member
	Alice McLane	Mayor

Also present: Town Attorney Doug MacGibbon, Town Manager John Deal.

Public Hearing was held on Ordinance 2023-2 dealing with zoning modification to allow self-storage facilities in Glen Ridge. No public comment was forthcoming.

Motion to recommend passage of said ordinance to the Town Council. (Hadden/Minars, M/S/C unanimously)

ADJOURNMENT: 7:05 PM (Hadden/Minars, M/S/C unanimously).



TOWN OF GLEN RIDGE
COUNCIL MEETING MINUTES
1 November 2023 --7:00P.M.

Mayor McLane called the meeting to order at 7:05 p.m. following the public hearing before the Local Planning Agency. John Deal called the roll. A quorum was attained. Council Member Eckerson was absent.

Town Officials:	Matt Hadden	Council Member
	Allen Minars	Council Member
	Gary Sullivan	Council Member
	Taylor Jantz	Council Member
	Alice McLane	Mayor

Also present: Town Attorney Doug MacGibbon, Town Manager John Deal.

OATH OF OFFICE: Taylor Jantz, new Council member, took the Oath of Office administered by Town Attorney.

PBSO/PBCFR MONTHLY REPORT

PBSO: Deputy Schnell submitted the following report for the past month

- 10/22, Gem Lake Drive – **Fraud**. The victim did not sustain any financial loss; the suspect is known to the victim.
- 10/26 at 7:14 pm, Glen Road – **Suspicious Person**. Subject walking up and down the street, unknown to caller. Deputies made contact with the subject, and their information was obtained.

Deputy Schnell is going on maternity leave; a replacement deputy will attend starting in December.

PBC F/R: Craig Spiegelhalter introduced himself as temporary replacement for Tracey Adams who is on medical leave. There were 3 calls in Glen Ridge in October (1 EMS, 1 Alarm, 1 Illegal Burn). For September there were 4 calls (3 EMS, 1 Alarm). He announced that a 2nd rescue vehicle will be stationed at Station 33, which serves Glen Ridge. He further updated Council on additional operational items.

PUBLIC COMMENT: NONE

APPROVAL OF MINUTES: 4 October 2023 (Hadden/Minars, M/S/C unanimously)

FINANCE REPORT – Filed report for 30 September 2023, the end of FY 2022-23; Manager reported that he will transfer \$120,000 from Truist accounts to Synovus in order to capitalize on interest income.

MAYOR'S REPORT

- Mayor McLane reported that she has been appointed to the PBIA CCAN committee representing County Commission District 3.

COUNCIL'S REPORT – None

ATTORNEY'S REPORT – None

CORRESPONDENCE – None

CLERK'S REPORT – See attached printed report.

OLD BUSINESS –

- Ordinance 2023-2 given second reading; motion to approve upon recommendation of Local Planning Agency (Hadden/Sullivan M/S/C, unanimously).
- Manager provided update on Special Magistrate Hearing of 10/11/23 concerning 4043 Gem Lake Dr. and 1255 Taylor Rd. Another hearing on 1255 Taylor scheduled for 11/14/23 due to excessive grass/weed height.
- Manager instructed to contact Clara McCutcheon regarding projects for her Eagle Scout Troop.

NEW BUSINESS

- Manager reported on inventory of traffic signs throughout Town. Cost for new and replacement signs will be ca. \$600. Council will also consider replacing street name signs with something more modern.
- Manager reported that A Great Fence will be in town on 11/6/23 to provide an estimate for repairs of fence at Flury Park.
- Manager reminded Council of Election Qualifying dates and distributed materials to those who need to do that for the 2024 Municipal Election.
- Manager reported that items in front of garage will be stored in garage before Thanksgiving once the new sign is installed and once hurricane season has ended.

ADJOURNMENT: 7:56 PM (Hadden/Sullivan, M/S/C unanimously).

Glen Ridge Municipal Account

Balance Sheet

As of October 31, 2023

		TOTAL
ASSETS		
Current Assets		
Bank Accounts		
101.1 BBT Checking	175,445.27	
101.2 BBT Money Market	23,388.99	
200.1 Synovus	567,791.11	
Total Bank Accounts	\$766,625.37	
Total Current Assets	\$766,625.37	
Fixed Assets		
15000 Furniture and Fixtures	3,094.00	
15500 Building	298,321.00	
15550 New Roof	13,500.00	
16000 Land	70,000.00	
Total Fixed Assets	\$384,915.00	
TOTAL ASSETS	\$1,151,540.37	
LIABILITIES AND EQUITY		
Liabilities		
Total Liabilities		
Equity		
30000 Opening Balance Equity	595,661.92	
32000 Retained Earnings	185,909.07	
33000 Investment in Fixed Assets	371,415.00	
Net Income	-1,445.62	
Total Equity	\$1,151,540.37	
TOTAL LIABILITIES AND EQUITY	\$1,151,540.37	

Glen Ridge Municipal Account

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

October 2023 - September 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
312.410 First Local Option Fuel Tax	1,529.73	9,900.00	-8,370.27	15.45 %
312.430 Second Local Opt Fuel Tax (New)	691.95	4,600.00	-3,908.05	15.04 %
312.630 Loc Govt Infrastructure Surtax	3,499.05	21,490.00	-17,990.95	16.28 %
314.100 Util Service Tax - Electricity	7,254.10	27,000.00	-19,745.90	26.87 %
315.100 Communication Services Taxes	1,305.32	7,500.00	-6,194.68	17.40 %
316.000 Local Business Tax (GR)	770.00	2,800.00	-2,030.00	27.50 %
316.100 Local Business Tax (PBC)	868.00	1,500.00	-632.00	57.87 %
322.000 Building Permits (Permit Fees)	104.00	25,500.00	-25,396.00	0.41 %
323.100 Franchise Fee - Electricity	7,976.62	21,100.00	-13,123.38	37.80 %
329.500 Other Permits, Fees, Spec Asses		300.00	-300.00	
335.180 State Rev Share- Local 1/2 Cent	3,400.00	21,000.00	-17,600.00	16.19 %
335.900 State Revenue Share - Proceeds	1,511.62	9,250.00	-7,738.38	16.34 %
343.400 Svc Chg - Garbage/Solid Waste		100.00	-100.00	
361.000 Interest	602.84	7,200.00	-6,597.16	8.37 %
369.900 Other Misc Revenue	100.00	500.00	-400.00	20.00 %
Total Income	\$29,613.23	\$159,740.00	\$ -130,126.77	18.54 %
GROSS PROFIT	\$29,613.23	\$159,740.00	\$ -130,126.77	18.54 %
Expenses				
512.000 Executive (Town Manager)	3,842.50	30,000.00	-26,157.50	12.81 %
513.150 FinanceAdmin (Payroll Taxes)	1,232.00	9,500.00	-8,268.00	12.97 %
513.300 FinanceAdmin (Unemployment Tax)	6.00	50.00	-44.00	12.00 %
513.350 FinanceAdmi (Accounting/Audit)		10,450.00	-10,450.00	
513.450 FinanceAdmin (Tel/SecCam-Come)	868.00	5,100.00	-4,232.00	17.02 %
513.550 FinanceAdmin (Elec Town Hall)	317.42	2,200.00	-1,882.58	14.43 %
513.650 FinanceAdmin (Printing)		500.00	-500.00	
513.700 FinanceAdmin (Bank Fees)		75.00	-75.00	
513.750 FinanceAdmin (Office Expense)	1,063.53	8,000.00	-6,936.47	13.29 %
513.850 FinanceAdmin (Dues)	2,077.00	1,600.00	477.00	129.81 %
514.000 Legal Counsel	1,902.82	12,000.00	-10,097.18	15.86 %
519.100 OtherGovtSvcs (Mayor Discr)		500.00	-500.00	
519.150 OtherGovtSvcs (Advertising)	440.00	800.00	-360.00	55.00 %
519.200 OtherGovtSvcs (Insurance)	2,775.75	9,750.00	-6,974.25	28.47 %
519.250 OtherGovtSvcs (Maintenance)	1,650.00	6,790.00	-5,140.00	24.30 %
524.100 Protect Inspec (Bldg Official)	80.00	20,000.00	-19,920.00	0.40 %
524.150 Protect Inspec (Code Enforce)	2,210.00	3,200.00	-990.00	69.06 %
524.200 Protect Inspec (BDR Surcharge)	51.48	600.00	-548.52	8.58 %
525.000 Emerg Disaster Relief Services		2,500.00	-2,500.00	
534.000 Garbage/Solid Waste Control Svc	51.80	55.00	-3.20	94.18 %
536.000 Water/Sewer Combination Svcs	68.16	400.00	-331.84	17.04 %
537.000 ConservResMgt (Aquatic Control)	343.20	1,200.00	-856.80	28.60 %
538.000 Flood/StormwaterMgt (NPDES)	8,107.60	23,000.00	-14,892.40	35.25 %
541.100 RoadStFacil (Street Lighting)	390.40	4,100.00	-3,709.60	9.52 %

Glen Ridge Municipal Account

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

October 2023 - September 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
541.150 RoadStFacil (DrainRepair Maint)		500.00	-500.00	
541.200 RoadStFacil (Road Street Maint)		6,145.00	-6,145.00	
572.000 Parks and Recreation		475.00	-475.00	
574.000 Special Events		250.00	-250.00	
Total Expenses	\$27,477.66	\$159,740.00	\$ -132,262.34	17.20 %
NET OPERATING INCOME	\$2,135.57	\$0.00	\$2,135.57	0.00%
NET INCOME	\$2,135.57	\$0.00	\$2,135.57	0.00%

Glen Ridge Municipal Account

Transaction List by Date

October 2023

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT
10/02/2023	Deposit		Yes	Florida Power and Light		101.1 BBT Checking	323.100 Franchise Fee - Electricity	2,519.67
10/02/2023	Expense	976483	Yes	Jack Lucas		101.1 BBT Checking	537.000 ConservResMgt (Aquatic Control)	-50.00
10/02/2023	Expense	976484	Yes	CivicPlus		101.1 BBT Checking	513.850 FinanceAdmin (Dues)	-500.00
10/02/2023	Expense	976482	Yes	Palm Beach County League of Cities, Inc.		101.1 BBT Checking	513.850 FinanceAdmin (Dues)	-975.00
10/02/2023	Expense	976481	Yes	FMIT		101.1 BBT Checking	519.200 OtherGovtSvcs (Insurance)	-2,775.75
10/04/2023	Check	1897	Yes	Malinda Carter		101.1 BBT Checking	519.250 OtherGovtSvcs (Maintenance)	-60.00
10/05/2023	Check	1896	Yes	John J. Deal		101.1 BBT Checking	512.000 Executive (Town Manager)	-768.50
10/05/2023	Expense	976485	Yes	B. Douglas MacGibbon, P.A.		101.1 BBT Checking	514.000 Legal Counsel	-800.00
10/05/2023	Expense	976487	Yes	Jack Horniman		101.1 BBT Checking	538.000 Flood/StormwaterMgt (NPDES)	-3,437.50
10/05/2023	Expense	976486	Yes	Solitude Lake Management		101.1 BBT Checking	537.000 ConservResMgt (Aquatic Control)	-193.20
10/05/2023	Expense	976489	Yes	Northern PBC Improvement District		101.1 BBT Checking	538.000 Flood/StormwaterMgt (NPDES)	-107.60
10/05/2023	Expense	976488	Yes	Diversified Security, Inc.		101.1 BBT Checking	519.250 OtherGovtSvcs (Maintenance)	-145.00
10/05/2023	Expense	976490	Yes	Florida League of Cities		101.1 BBT Checking	513.850 FinanceAdmin (Dues)	-602.00
10/10/2023	Deposit		Yes	Florida Power and Light		101.1 BBT Checking	314.100 Util Service Tax - Electricity	3,836.82
10/11/2023	Deposit		Yes	Palm Beach County Tax Collector		101.1 BBT Checking	316.100 Local Business Tax (PBC)	690.80
10/11/2023	Expense	irs4729	Yes	Internal Revenue Service		101.1 BBT Checking	513.150 FinanceAdmin (Payroll Taxes)	-616.00
10/12/2023	Expense	ref2044	Yes	Palm Beach County Water Utilities		101.1 BBT Checking	536.000 Water/Sewer Combination Svcs	-33.49
10/12/2023	Expense	ref2043	Yes	Comcast		101.1 BBT Checking	513.450 FinanceAdmin (Tel/SecCam-Comc)	-123.30
10/12/2023	Expense	utc8194	Yes	FLorida Department of Revenue		101.1 BBT Checking	513.300 FinanceAdmin (Unemployment Tax)	-6.00
10/12/2023	Expense	bcs12746	Yes	Dept of Business and Prof Reg.		101.1 BBT Checking	524.200 Protect Inspec (BDR Surcharge)	-51.48
10/12/2023	Deposit		Yes			101.1 BBT Checking	-Split-	400.00
10/13/2023	Expense		Yes	Intuit		101.1 BBT Checking	513.750 FinanceAdmin (Office Expense)	-90.00
10/18/2023	Deposit		Yes	State of Florida		101.1 BBT Checking	335.900 State Revenue Share - Proceeds	755.81
10/19/2023	Check	1898	Yes	John J. Deal		101.1 BBT Checking	512.000 Executive (Town Manager)	-768.50
10/19/2023	Deposit		Yes	State of Florida		101.1 BBT Checking	315.100 Communication Services Taxes	589.24
10/19/2023	Expense	ref2045	Yes	Florida Power and Light		101.1 BBT Checking	541.100 RoadStFacil (Street Lighting)	-322.94
10/19/2023	Expense	ref2046	Yes	Florida Power and Light		101.1 BBT Checking	513.550 FinanceAdmin (Elec Town Hall)	-139.53
10/19/2023	Expense	ref2047	Yes	Florida Power and Light		101.1 BBT Checking	513.550 FinanceAdmin (Elec Town Hall)	-30.06
10/19/2023	Expense	ref2048	Yes	Florida Power and Light		101.1 BBT Checking	541.100 RoadStFacil (Street Lighting)	-33.73
10/19/2023	Expense	976497	Yes	El Latino		101.1 BBT Checking	519.150 OtherGovtSvcs (Advertising)	-160.00
10/19/2023	Expense	976493	Yes	Ertle Exterminating		101.1 BBT Checking	519.250 OtherGovtSvcs (Maintenance)	-25.00
10/19/2023	Expense	976499	Yes	Richard Padgett		101.1 BBT Checking	524.150 Protect Inspec (Code Enforce)	-1,820.00
10/19/2023	Expense	cc0x15	Yes	BB & T Credit Card		101.1 BBT Checking	513.750 FinanceAdmin (Office Expense)	-105.70
10/19/2023	Deposit		Yes	Alternative Sign		101.1 BBT Checking	322.000 Building Permits (Permit Fees)	104.00
10/25/2023	Deposit		Yes	State of Florida		101.1 BBT Checking	312.430 Second Local Opt Fuel Tax (New)	374.28
10/25/2023	Deposit		Yes	State of Florida		101.1 BBT Checking	312.410 First Local Option Fuel Tax	818.08
10/25/2023	Deposit		Yes			101.1 BBT Checking	-Split-	470.00
10/26/2023	Deposit		Yes	State of Florida		101.1 BBT Checking	335.180 State Rev Share- Local 1/2 Cent	1,650.00
10/26/2023	Deposit		Yes	State of Florida		101.1 BBT Checking	312.630 Loc Govt Infrastructure Surtax	1,333.29
10/31/2023	Expense	976501	Yes	Jack Lucas		101.1 BBT Checking	537.000 ConservResMgt (Aquatic Control)	-50.00
10/31/2023	Expense	ref2053	Yes	B. Douglas MacGibbon, P.A.		101.1 BBT Checking	514.000 Legal Counsel	-800.00
10/31/2023	Deposit	INTEREST	Yes		Interest Earned	101.2 BBT Money Market	361.000 Interest	0.20
10/31/2023	Deposit	INTEREST	Yes		Interest Earned	200.1 Synovus	361.000 Interest	602.47

Clerk Report

6 December 2023

- Numerous contacts with FPL re: 3 streetlight outages; still not fixed; withheld payment of November bill.
- Reported septic issues at 1255 Taylor to PBC Health Dept.
- Correspondence with FPL re: upgrade of streetlights to LED.
- Established tax exempt status with ACE Hardware in Lantana. Purchased materials for new sign installation.
- Prepped and installed new town sign at the entrance to town.
- Closed 2nd Truist account and transferred money to main checking account; researched Truist CD rates; not competitive; will deposit \$120,000 in Synovus account.
- Special Magistrate hearing on 15 November re: grass/weeds at 1255 Taylor; resident did not appear; Magistrate unable to attend due to personal medical situation.
- Rescheduled hearing for 13 December for 1255 Taylor; also for 2nd violation of restricted vehicle at 4030 Gem Lake (pickup and car haul trailer parked in front of house partially on street).
- 2nd notice for payment of Business Tax to two companies.



John J. Deal

6 December 2023

Revised: 8/18/23

LED Lighting Plan

* Close date is inclusive of
 -Signed Agreement
 -CLAC
 -Permitting & Easements
 -Backbone WR in status 60 for
 subdivisions

Month	Day	Year
9	15	2023

*

 8,400 kWh / year
 6 metric tons of CO₂ every year¹
 1 cars from the road²

Completion Date - Calculator Tool

Date
9/15/2023
12/8/2023
3/15/2024

Scheduled Date in WMS

* Close date is inclusive of
 -Signed Agreement
 -CLAC
 -Permitting & Easements
 -Backbone WR in status 60 for
 subdivisions

* Close date is inclusive of
 -Signed Agreement
 -CLAC
 -Permitting & Easements
 -Backbone WR in status 60 for
 subdivisions

TOTAL		25	\$	301.75	\$	262.16	\$	-	\$	-
Installation Details										
1	select fixture:		Existing		Option 1		Option 2		Option 3	
	SL1 - HPS0150		Roadway 12,000L							
	1		Existing		1		1		1	
	Fixture*		\$ 126.75		\$ 164.38					
	Pole		\$ -		\$ -					
	Maintenance		\$ 55.00		\$ 36.25					
	Energy**		\$ 120.00		\$ 61.54					
FPL NW Area:		No		\$ 301.75		\$ 262.16				
SUB TOTAL				\$ 301.75		\$ 262.16		\$ -		
Installation Details										
Additional Lighting Charge (ALC)										
ALC FEE						0				
Total		\$ -		\$ -						
TOTAL		25	\$	301.75	\$	262.16	\$	-	\$	-

Call 11/7 9AM

RECEIVED
NOV - 7 2023

BY:

*Includes fixture fee and monthly conversion fee where applicable.
 **Includes Non-Fuel Energy charges: Fuel, Conservation, Capacity, Environmental, and Storm Charges.
 Based upon FPL Bill rates as of 01.01.22