



# City of Lake Helen

## Volusia County, Florida

**MAYOR**  
Buddy Snowden  
**COMMISSIONERS**  
Ann Robbins  
Vernon Burton  
Rick Basso  
Cameron Lane

### Special Meeting Lake Helen City Commission May 29, 2014

#### MINUTES

#### CALL TO ORDER

Mayor Buddy Snowden called to order the May 29, 2014 Special Meeting of the Lake Helen City Commission at 5:06 pm.

**Present:** Mayor Buddy Snowden  
Commissioner Vernon Burton  
City Administrator KC Cichon  
City Clerk Becky Witte  
Vice Mayor Ann Robbins  
Commissioner Cameron Lane  
City Attorney Lonnie Groot

**Not Present:** Commissioner Rick Basso

**CALL TO ORDER:** Mayor Snowden

#### CEREMONIAL MATTERS: LEGISLATIVE PRAYER

Lead by **Commissioner Vernon Burton**

#### PLEDGE OF ALLEGIANCE

#### BUSINESS OF THE COMMISSION: DELETIONS OR MODIFICATIONS TO AGENDA

**City Administrator KC Cichon** explained the addition of the emergency HVAC repair for the Boys and Girls club.

**Motion by Vice Mayor Ann Robbins** to add Item 3C for emergency HVAC repair for the Boys and Girls club.

**SECOND** by **Commissioner Vernon Burton**.

**Motion carried unanimously.**

#### PUBLIC FORUM:

**Barbara Bowes**, (Harlan Ave) expressed her concern for the dust on the roads as well as the traffic. She said her concern is the material on the road. She also noted visibility concerns at the corners of Harlan Avenue and High Street as well as High Street and Main Street.



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The Commission discussed the roads and upcoming efforts to assist with the dust.

**Kristina Tschantre**, (E. Ohio Ave) expressed her concern with the overwhelming presence of honey bees on Ohio Avenue.

The Commission discussed the concern and the option of notifying a bee keeper.

**City Administrator KC Cichon** said that the Police Chief is attempting to contact the property owner and a possible relocation of the bees.

### Item 3A COMMISSION CONSIDERATION:

A) Consideration of selecting applicants to interview for the City Clerk position

The Commission discussed the proposal furnished by **Mayor Buddy Snowden**.

**MOTION** by **Commissioner Cameron Lane** to hire Rebecca Witte as Lake Helen's City Clerk while continuing the permitting, tax receipts and the other duties for which she was originally hired at a salary of \$46,000 and will be reviewed in December, 2014.

**SECOND** by **Vice Mayor Ann Robbins**.

### Motion Discussion:

**Commissioner Vernon Burton** discussed his process for reviewing the applicants. He explained that he eliminated Becky Witte's application because her lack of experience as a City Clerk. He explained that he had thought the process would progress differently.

The Commission discussed the process and the Mayor's proposal.

**City Attorney Lonnie Groot** made note to the Commission to follow an equal opportunity hiring selection.

**Commissioner Vernon Burton** questioned why the additional material was not provided before the meeting.

**Mayor Buddy Snowden** explained his research and expected each commissioner to return with proposals as he has done.

**Commissioner Vernon Burton** explained his view of the process and his concerns.



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**Commissioner Cameron Lane** discussed his review process of the applications and that he based his decision on what is the best decision for the City of Lake Helen. He explained that the proposal he planned to bring forth was very close to what the Mayor has provided.

**Vice Mayor Ann Robbins** discussed her views of the applicants and her support of accepting Becky Witte into the position.

The Commission discussed the process.

**Heather Lindsay**, (Tangerine Ave) agrees with the motion and expressed her view.

**Betty Doherty** noted that she does not feel the process is fair.

**Commissioner Cameron Lane** commented that he came to the meeting with his selected applicants.

**Commissioner Vernon Burton** again described his review process and that he is for the city best interest. He noted comments from **Commissioner Rick Basso**.

**Commissioner Cameron Lane** explained the motion on the floor to hire Rebecca Witte as Lake Helen's City Clerk while continuing the permitting, tax receipts and the other duties, for which she was originally hired at a salary of \$46,000 and will be reviewed in December, 2014.

**Commissioner Vernon Burton** explained his concern that Commissioner Rick Basso is not in attendance.

**Commissioner Cameron Lane** noted that he recalled Commissioner Rick Basso commenting at the last regular meeting that he regretted not hiring Mrs. Witte when they had the chance.

**Barbara Bowes**, (Harlan Ave) asked about the audit requirements for additional staff. She asked why hiring the process has differed for this position.

**Mayor Buddy Snowden** explained the additional staff member and the potential to better utilize city personnel. He also explained the history and why the clerk hiring was handled differently.

**Alan Cooke**, (Oak Tree Lane) suggested continuing the process and interviewing the applicants. He said continuing the process would make the tax payers feel better about the process.

**Commissioner Cameron Lane** said he feels the city will be best served by the motion and it is a long term, positive solution for the City.



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**Vice Mayor Ann Robbins** reminded the Commission of the many internal promotions.

**Commissioner Vernon Burton** discussed the history of selecting a PLDRC member.

**Motion carried 3-1 with Commissioner Vernon Burton voting no.**

**MOTION** by **Commissioner Cameron Lane** to make the personnel action effective May 29, 2014.

**SECOND** by **Vice Mayor Ann Robbins**.

**Motion carried 3-1 with Commissioner Vernon Burton voting no.**

**Commissioner Cameron Lane**

- B) Consideration of submitting Community Development Block Grant (CDBG) appeal to Volusia County

**City Administrator KC Cichon** explained the Community Development Block Grant (CDBG) appeal process.

**MOTION** by **Vice Mayor Ann Robbins** to have the City Administrator send the appeal letter to Mr. David Byron at Volusia County.

**SECOND** by **Commissioner Vernon Burton**

**Motion carried unanimously.**

***Addition of Item 3C for emergency HVAC repair for the Boys and Girls club.***

**Mayor Buddy Snowden** explained the need of the emergency repair as well as the diligence by the Public Works Director and the cost sharing by the Boys and Girls club.

**Commissioner Vernon Burton** discussed the efforts from the Boys and Girls Club Director.

**MOTION** by **Commissioner Cameron Lane** to make the emergency repair at the Boys and Girls Club.

**SECOND** by **Vice Mayor Ann Robbins**.

**Motion carried unanimously.**

**City Attorney Lonnie Groot** announced his resignation.

### ADJOURNMENT

Mayor Snowden adjourned of the May 28, 2014 Special Meeting of the Lake Helen City Commission at 6:32 pm.

The end.

Special City Commission Meeting

May 29, 2014

*Approved June 12, 2014*