



# Meeting Minutes

*Tuesday, August 20, 2024, 7:00 PM CT*

*at Esto Town Hall, 3312 2nd Ave South, Esto, FL 32425*

*The data reflected in these proceedings constitute an extrapolation of information elicited from notes, observations, recording tapes, photographs, and/or videotape. Comments reflected herein are sometimes paraphrased, condensed, and/or have been edited to reflect essential subject matter addressed during the meeting. Parties interested in receiving a verbatim account of the proceedings are responsible for coordinating with the Esto Town Clerk and providing their own representative and equipment pursuant to Chapters 119 and 283, Florida Statutes.*

## **Town Council Members in Attendance**

Seat 1 - Krystal Bien (KB)

Seat 2 - Greg Wells (GW)

Seat 4 - Maxie Yates (MY)

Seat 5 - Teresa Harrison (TH), Council President

## **Town Council Members Absent**

## **Others Present**

Ben Tew (BT), Town Clerk

Billy Martin (BM), Public Works Director

Cliff Kimble (CK), Fire Chief

Michelle Blankenship (MB), Town Attorney *\*called in via phone\**

## **Invocation and Pledge of Allegiance**

TH- Opening prayer, Pledge of Allegiance, and called meeting to order at 7:00 PM CT.

## **Consent Agenda**

- GW motioned for approval of consent agenda including final agenda, previous meeting minutes, and bills to be paid. KB seconded. All in Favor -- Motion Carried.

## **Public Comment**

- No members of the public wished to address the council

## **Fire Department Report**

- Chief Kimble provided the July Fire Department report. Details were noted but no specific action was required.

## Town Clerk's Report

- **Financial Report**

Reviewed financial status including accounts and upcoming bills. Major expenditures include festival-related costs and payrolls. Noted that the town has upcoming state payments.
- **FY 2024-25 Budget**

Discussed preliminary budget and proposed amendments by Councilmember Bien. Amendments include shifting certain EVFD expenses to the General Fund and adjusting employee benefits and salaries.

  - KB motioned to have the Fire Department fund no longer pay general expenses starting in fiscal year 2025. GW seconded the motion. All in favor - Motion carried.
  - KB motioned to amend the town's full-time benefits starting in fiscal year 2025. The town will no longer offer a healthcare reimbursement and will instead increase the hourly salary of the Town Clerk and Public Work Director to make up the difference. GW seconded the motion. All in favor - Motion carried.
  - KB motioned to change the town council meeting payments from \$100 to \$50 starting in September 2024. GW seconded the motion. All in favor - Motion carried.
- **FY2025 TRIM & Budget 2nd Meeting Date**

Discussed scheduling of the second TRIM meeting. September 21st at 4:00 PM was set for the 2nd TRIM & Budget Meeting.
- **New Employee Handbook**

Reviewed and discussed proposed new employee handbook. GW made a motion to approve the new handbook and included policies after requested changes to the holiday schedule and PTO policy. KB seconded the motion. All in favor - Motion carried.
- **Updated Personnel Paperwork**

Discussed the need for updated job descriptions, annual evaluations, and disciplinary action forms. Changes were requested the Fire Chief and Fire Fighter job descriptions.
- **FL Dept of Environmental Protection Resiliency Grant (Stormwater Plan) Kickoff Meeting**

Announced the kickoff meeting for the \$235,000 stormwater management grant. The meeting is scheduled for August 21st. KB made a motion to have the Town Clerk send a letter to state representatives supporting the renewal of the Resilient Florida Trust. GW seconded the motion. All in favor - Motion carried.
- **2024 Council Election Update**

Provided details on the upcoming election and qualifying period. KB made a motion to approve overtime pay for the clerk during the qualifying week. GW seconded the motion. All in favor - Motion carried.

## Public Works Report

- **Public Works Director Report**  
Reported on maintenance issues including wells, tree limbs, and speed limit signs.
- **Preparing Park for Two-Toed Tom Festival**  
Updates on park preparation activities for the festival. Various tasks are in progress or completed.
- **Public Request**  
Citizen Larry Trogden addressed the council and asked for permission to be at John Clark Park after dark to exercise his dogs after the heat of the day was lessened. He was directed to see the clerk during business hours for a letter of permission.

## Two-Toed Tom Festival Report

- **TTT Fest Budget Update**  
Reviewed the festival budget. Discussed expenses and income.
- **TTT Vendors & Sponsorships Update**  
Reported on vendor and sponsorship statuses. Vendor applications are closed, and sponsorships are confirmed.
- **TTT Advertising Update**  
Detailed advertising strategies including radio, Facebook, and roadside banners. KB made a motion to approve advertising expenses. GW seconded the motion. All in favor - Motion carried.
- **TTT Entertainment & Activities Update**  
Provided updates on entertainment and activities for the festival, including lumberjack shows, music, and inflatables. Discussed and approved expenses for various entertainment components. KB made a motion to approve entertainment expenses. GW seconded the motion. All in favor - Motion carried.
- **TTT Merchandise Update**  
Reviewed merchandise plans including t-shirts, tumblers, and program books. KB made a motion to approve spending on merchandise. GW seconded the motion. All in favor - Motion carried.
- **TTT Setup Plan**  
Discussed setup plans for the festival, including park cleanup, vendor setup, and event logistics.


## Council Member Items

- **Seat 1 - Council Member Krystal Bien**
- **Seat 2 - Council Member Greg Wells**  
Council member Wells directed the town clerk to contact Mary Gavin about investigating a grant for the town to get new equipment like a work vehicle and golf cart for the Public Works Department.
- **Seat 4 - Council Member Maxie Yates**  
Council member Yates brought up issues about town residents not keeping up their properties. Yates also donated to the Community Center at John Clark Park a piano.
- **Seat 5 - Council Member Teresa Harrison**

**Adjourn**

TH adjourned the meeting at 9:04 PM CT.

Meeting minutes typed and prepared by Ben Tew, Town Clerk.



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Council Member Seat 5, Teresa Harrison,  
Council President