

TOWN OF OCEAN BREEZE  
MINUTES REGULAR TOWN COUNCIL MEETING  
Monday, December 9, 2024, 10:30 a.m.  
Ocean Breeze Resort Clubhouse, Pineapple Bay Room  
700 NE Seabreeze Way, Ocean Breeze, FL

1. **Call to Order** – President Kelley called the meeting to order at 10:30 a.m.
  - Pledge of Allegiance – Mayor Ostrand led the Pledge of Allegiance
  - Roll Call – Present: Mayor Karen M. Ostrand; President Sandy Kelley; Vice President Kevin Docherty; Council Members Michael Heller, and Matthew Squires
  - Staff Present – Town Management Consultant, Terry O’Neil; Attorney, Gemma Torcivia; Attorney Consultant, Paul Nicoletti; Permit Processor, Pam Orr; Town Clerk, Kim Stanton
2. **Approval of Minutes** – Vice President Docherty, seconded by Council Member Squires, made a motion to approve the Minutes of the November 12, 2024, Regular Town Council Meeting.

President Kelley asked for comments from the public.

There were none.

(All in favor: Yes: Kelley, Docherty, Heller, Squires; No: none; motion passed 4-0)

3. **Mayor Ostrand – Recognition of outgoing Town Council Member Gina Kent** – Mayor Ostrand thanked Gina Kent for her service to the residents and the Town Council of the Town of Ocean Breeze and presented her with a certificate.

Gina Kent spoke about her service.

President Kelley recognized Martin County Sheriff’s Department Officer Andy Adams.

4. **Swearing-In of Elected Officials, Oath of Office** – Attorney Gemma Torcivia swore-in George Ciaschi, Janet Galante, and Sandy Kelley as Town Council Members. She then swore-in Karen Ostrand as Mayor.

5. **Selection of Council President and Vice President; and Review of Board and Agency Memberships** – Council Member Docherty, seconded by Council Member Heller, nominated Council Member Kelley for office of President.

Council Member Kelley stated that she could not serve as President but that she would be willing to serve as Vice President.

Council Member Galante, seconded by Council Member Ciaschi, nominated Council Member Docherty for office of President.

(Roll call vote: Yes: Docherty, Ciaschi, Kelley, Squires, Galante, Heller; No: None; Motion passed 6-0)

President Docherty asked for nominations for the office of Vice President.

Council Member Ciaschi, seconded by Council Member Squires, made a motion to nominate Sandy Kelley for office of Vice President.

President Docherty asked for comments from the public.

There were none.

President Docherty asked for comments from the Town Council.

There were none.

President Docherty closed the nominations.

(Roll call vote: Yes: Docherty, Ciaschi, Kelley, Squires, Galante, Heller); No: None; Motion passed 6-0)

President Docherty reviewed the Board and Agency memberships.

Terry O'Neil, Management Consultant, discussed filling the Board and Agency memberships. He commented that the vacancies were highlighted in yellow, and Item #13 needed attention, but the remaining items could be brought back at the January meeting.

President Docherty introduced Amy Eason, Martin County Environmental Resource Engineer, Resilient Martin Program. Ms. Eason spoke about Martin County's Adaptation Plan, Vulnerability Assessment, and the next steps. She asked for a volunteer from the Town Council to serve on a Steering Committee for the development of the Adaptation Plan. She advised that the meetings would be in February and July, 2025 and January, 2026.

President Docherty asked for comments from the public.

There were none.

Vice President Kelley stated that she would like to be on this Steering Committee.

Council Member Squires, seconded by Council Member Heller, nominated Vice President Kelley to serve on the Steering Committee for Resilient Martin.

(All in favor: Yes: Docherty, Kelley, Ciaschi, Galante, Heller, Squires; No: None; nomination passed 6-0)

**6. Budget to Actual, Fiscal Year Ending September 30, 2024** – Mr. O'Neil gave a brief summary of Holly Vath's memorandum and stated that this report was produced quarterly.

President Docherty asked for questions from the public.

There were none.

President Docherty asked for comments from the Council.

Council Member Galante asked about line item "Special Projects."

Kim Stanton explained that the "Special Projects" line item included costs for Pam Orr's time spent on office duties which did not fall into the categories of "Permit Processing," or close-out duties (Code Compliance).

Council Member Galante, seconded by Council Member Ciaschi, made a motion to accept the Budget the Actual report for the fiscal year ending September 30, 2024.

(All in favor: Yes: Docherty, Kelley, Ciaschi, Galante, Heller, Squires; No: None; Motion passed 6-0)

**7. RESOLUTION No. 355-2024 – A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF OCEAN BREEZE, FLORIDA, TO ADOPT STANDARDS TO SAFEGUARD AGAINST CYBERSECURITY THREATS; ADOPTING THE NIST CYBERSECURITY FRAMEWORK 2.0, PROMULGATED BY THE NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE – Kim Stanton read the title of Resolution No. 355-2024 into the record.**

Council Member Heller, seconded by Council Member Galante, made a motion to adopt Resolution No. 355-2024.

President Docherty asked for public comment.

There was none.

President Docherty asked for comments from the Council.

Council Member Ciaschi asked about the costs associated with this mandate and if the State of Florida was assisting with the costs.

Mr. O’Neil answered that the State of Florida was not assisting with the costs of this mandate and that Staff aimed to absorb the costs within the existing budget. He explained that if additional resources were needed, a budget amendment would be brought forward.

Mayor Ostrand spoke about the importance of cybersecurity.

(Roll call vote: Yes: Heller, Galante, Docherty, Squires, Ciaschi, Kelley; No: None; Motion passed 6-0)

**8. Request for a letter supporting Martin County’s efforts to secure grant funding to help build a Brightline passenger rail station in Downtown Stuart – Mr. O’Neil explained that George Stokus, Martin County Assistant Administrator, requested that the Town Council consider providing a letter of support for a Stuart/Martin County Brightline train station as Martin County was attempting to secure grant funding for the project.**

President Docherty asked for comments from the public.

David Wagner, 124 NE Bay Drive, reported a large pile of debris alongside West End Boulevard on the east side of the road. He asked that this matter be brought to the attention of the appropriate party to get the pile removed.

President Docherty acknowledged that he saw the pile of debris and that he had taken pictures of it.

Mr. O’Neil answered that this pile of debris probably should not be there, and that Staff would contact either the railroad, the County or Sun Communities to ask that it be removed. He commented that Staff would report back.

President Docherty introduced Kevin Stroud, the new Manager of Ocean Breeze Resort, and Aaron Smith, the Assistant Manager, and welcomed them to speak regarding the debris.

Mr. Stroud answered that he would look into the matter and that if the debris were on Sun Communities property, they would remove the debris.

President Docherty asked for further comments from the public.

There were none.

President Docherty asked for comments from the Council.

Vice President Kelley asked Mr. O’Neil if the public safety barrier wall, that the Town was proposing, would be part of the letter.

Mr. O’Neil answered that the Town was on record with the County and the City concerning any physical improvements that would help.

Council Member Heller asked about the County Commission vote on quiet zones. He stated that he was meeting with Commissioner Vargas to discuss quiet zones and way-side horns on Friday. He remarked that if anyone had other specific questions for her, to let him know.

Mayor Ostrand spoke about a plan for which the Town paid to straighten out West End Boulevard, the debris pile being a fire hazard and no lighting along West End Boulevard. She asked Council Member Heller to bring up these items to Commissioner Vargas.

President Docherty asked for further comments from the Council.

Vice-President Kelley, seconded by Council Member Ciaschi, made a Motion to send the letter of support to Martin County to secure grant funding.

(Roll call vote: Yes: Galante, Docherty, Ciaschi, Kelley; No: Squires, Heller; Motion passed 4-2)

Vice President Kelley asked Council Member Squires and Council Member Heller why they voted “no.”

Council Member Squires stated that he believed it was controversial to send a letter supporting a station versus a safety wall.

**9. Comments from the public on topics not on the agenda –** President Docherty asked for comments from the public on topics not on the Agenda.

There were none.

**10. Comments from the Council on topics not on the agenda –** Council Member Ciaschi spoke about the importance of elected officials’ involvement with the Treasure Coast Regional League of Cities, and the Area Agency of Aging. He asked if the Town Council could have a representative speak at a meeting.

Tom Campenni stated that he was on the Board at the Area Agency of Aging and that he would attempt to make these arrangements around the first of the year.

Council Member Ciaschi discussed Local Voices United and the Treasure Coast Regional League of Cities.

President Docherty reported that Kevin Stroud, Manager and Aaron Smith, Assistant Manager, Sun Communities informed him that they are on top of the lights that are out within the Resort.

Mr. O'Neil invited the Council to develop a policy towards inviting speakers to make presentations at Town Council meetings.

President Docherty stated that he would like to ask someone from the Boys and Girls Clubs of Martin County and also, Congressman Brian Mast.

Council Member Galante stated that she would like to honor a first responder monthly at the Town Council meetings and that she would like to begin in January, 2025 if so moved by the Council.

Mr. O'Neil commented that these are tasks that Staff would have to undertake as directed.

Council Member Galante stated that she would like to see this happen in January and that she was willing to take the task on with Staff. She asked the Council to support this initiative.

Vice President Kelley asked for clarification.

Council Member Galante clarified that she would like to recognize first responders and give them a Proclamation.

President Docherty asked for further comments from the Council.

Council Member Galante stated that she had performed this task for many years and that it was not a burden.

Mr. O'Neil stated that if Council Member Galante were to take the lead on this for the next twelve months and the remainder of the Council believed this was appropriate, it could be passed.

Council Member Galante stated that she envisioned honoring fire rescue, EMT, police officers on a rotating basis and that she would welcome any names, and anyone could vote for them.

Mr. O'Neil asked if the program Council Member Galante used before had certain criteria.

Discussion ensued.

Council Member Ciaschi asked about an advisory board from the public.

Mr. O'Neil answered that this rests with the Council about how to manage the matter.

Council Member Galante stated that she would ask for recommendations from the Sergeants about those people who are noteworthy or who have recently made some kind of impact in the community.

President Docherty spoke about the Council Members being bound by the Sunshine Act. He asked about the qualifications of individuals selected.

Mr. O'Neil asked for clarification and if the recognition would be coming from individual Council Members or the Town Council itself.

Council Member Galante stated that she would reach out to their officers, co-workers, and colleagues.

Mr. O'Neil asked if the recognition was by the Town Council itself.

Council Member Galante answered "yes."

Mr. O'Neil asked for additional time to understand how the process would work the best way so that all the Council Members would be comfortable.

Mayor Ostrand asked if the process of recognizing these individuals could be proposed by the agencies.

Council Member Galante answered that this was what she was proposing. She stated that if the Council would like preapproval from the Mayor, she would be able to dialogue with the Mayor.

Mayor Ostrand stated that this type of recognition was done at the Chamber of Commerce.

Mr. O'Neil stated that if the platform could be established that the head of these first responder agencies, each month, make a nomination, and if they are willing to make that recommendation so that we knew it was coming from the Sheriff or the Fire EMS Chief, it could be accepted because it was coming from that organization. He stated that then, the Town Council could recognize that individual and they could either accept it or not.

Council Member Galante stated that this was the vision.

President Docherty commented that he believed January was too early because the Town Council would need to know more about the process. He suggested performing this duty in February.

Council Member Galante stated that she would like to perform this in January and that these individuals would have already been vetted.

Vice President Kelley agreed with President Docherty that the Town Council might have questions concerning this process.

Council Member Heller stated that the Martin County Sheriff's Department has an "Officer of the Month" each month. He suggested getting last month's "Officer of the Month" and recognizing them at the January Town Council meeting. He stated that he did not know if the fire department had a "Firefighter of the Month."

Council Member Ciaschi remarked that he would be comfortable with having last month's "Officer of the Month" to attend a Town Council meeting to be recognized.

Officer Andy Adams, Martin County Sheriff's Department, commented that he would be able to assist with this. He stated that the new Sheriff would probably like to attend a Town Council meeting to introduce himself. He commented that he would be able to assist with this, also.

Council Member Galante, seconded by Council Member Squires, made a motion that the Town Council begin acknowledging first responders in January by inviting one to join the meeting.  
(Roll call vote: Yes: Kelley, Docherty, Ciaschi, Heller, Squires, Galante; No: None; Motion passed 6-0)

**11. Comments from Town Management Consultant, Terry O'Neil – There were none.**

**12. Comments from Town Attorney, Gemma Torcivia** – Attorney Torcivia reviewed the Florida Sunshine Act and public record laws by providing a printed, Power Point presentation. She took questions from Mayor Ostrand and the Council.

Attorney Torcivia gave an update on ADA compliance of Town meeting facility stating that she was working on a formal memorandum of law. She commented that the Town Engineering Consultant, Leo Giangrande, PE, did a full inspection of the facility and parking lot. She remarked that she would have a memorandum within the next few weeks with the findings. She added that the short answer was that the Town meeting facility complied with ADA law, and that she would be providing full details in a memorandum.

**13. Comments from Mayor Ostrand** – Mayor Ostrand announced that on December 18, 2024, the Town Council and Staff were invited to the Treasure Coast Regional League of Cities’ Annual Installation Luncheon at the Pelican Yacht Club in Fort Pierce, Florida, and that the President of the Florida League of Cities would be in attendance. She discussed attending a committee meeting and advocacy team meetings. She offered to speak to the Representatives about issues and provided information about contacting them. She stated that she would be reporting back to the residents on the Florida League of Cities Development Code and Compliance Committee meetings regarding affordable housing and impact fees.

President Docherty asked if there was an update on the close-out.

Mr. O’Neil stated that at the next meeting, Attorney Nicoletti would have an update report for the Town Council.

President Docherty announced his completion of IEMO II and encouraged other members to take the courses.

**14. Announcements** – President Docherty announced that the Regular Town Council meeting would be held on Monday, January 13, 2025, at 6:00 p.m. at the Ocean Breeze Resort Clubhouse, Pineapple Bay Room, 700 NE Seabreeze Way, Ocean Breeze.

**15. Adjourn** – Council Member Galante, seconded by Council Member Heller, made a Motion to adjourn the meeting at 11:48 a.m.

(All in favor: Yes: Docherty, Kelley, Ciaschi, Galante, Heller, Squires; No: None; Motion passed 6-0)

Respectfully Submitted,

*Kim Stanton*  
Town Clerk

Minutes approved: January 13, 2025