



**FINAL MINUTES AND AGENDA
TOWN OF JUPITER
TOWN COUNCIL MEETING
TOWN COUNCIL CHAMBERS
TUESDAY, JANUARY 6, 2026**

Mayor Kuretski called the meeting to order at 7:00 P.M.

Roll Call: Mayor Jim Kuretski; Vice-Mayor Ron Delaney; Councilor Phyllis Choy; Councilor Dan Guisinger; Town Manager Frank Kitzerow; Town Attorney Thomas J. Baird and Town Clerk Merriane Lahmeur. Councilor Malise Sundstrom was absent.

PRESENTATION

1. E-bike Safety Update

Interim Police Chief Don Hennessy provided an update on e-bike safety, which included an overview, education/enforcement since March 2025, community outreach initiatives, community training program, Ordinance evaluation, next steps and key takeaways.

Mayor Kuretski expressed the Council's and the public's gratitude to Interim Police Chief Hennessy and the Police Department's leadership regarding the matter. He discussed the concept of a safety pyramid and noted concerns related to unsafe rider behavior.

Mayor Kuretski stated he was excited about the anticipated completion and implementation of a training program, and inquired whether a target date had been established for its implementation. Interim Police Chief Hennessy responded that the training program was expected to be completed within a couple of months.

Mayor Kuretski requested ongoing updates through the weekly report. He emphasized that while the training program was the fundamental foundation, he was also interested in pursuing an ordinance that could include age limitations, training requirements, and any Staff recommendations.

Councilor Choy agreed that the Council was ready to consider an ordinance. She asked whether parents would be able to participate in the training program alongside their children, noting that such participation could increase parental accountability for children's behavior on e-bikes. She also inquired whether anything could correlate with the driver license requirement process. Interim Police Chief Hennessy stated that yes, it could be, and he believed an appropriate minimum age would be 15, consistent with the age for obtaining a learner's permit.

Councilor Choy asked whether modifications to e-bikes were a significant issue. Interim Police Chief Hennessy responded that modified e-bikes had not been a major problem.

Councilor Choy observed that there appeared to be two primary groups of riders, younger riders and those who use e-bikes as a mode of transportation. Interim Police Chief Hennessy clarified that the e-bike training program would be available at no cost to all Town residents, regardless of age.

Vice-Mayor Delaney expressed appreciation for the work completed to date, and asked how long Staff had been working on the e-bike program. Interim Police Chief Hennessy stated that Staff began working on the program in March 2025.

Vice-Mayor Delaney asked whether there had been any measurable decline in complaints or accidents or if it was too early to determine. Interim Police Chief Hennessy stated it was too soon to tell, and he felt it would need to be tracked for a longer period of time.

Vice-Mayor Delaney asked whether the training program could require mandatory parental participation for riders under a certain age. Interim Police Chief Hennessy responded that parents would have to sign for children to get a training certificate. He also noted that if Police Officers stop somebody, they would be able to check to see if the person had completed the training.

Councilor Guisinger asked whether municipalities and police departments around the state have provided input on State legislation regulating e-bikes. Interim Police Chief Hennessy stated that they have, and there are various ways that takes place, such as through associations and various lobbyists.

Councilor Guisinger next inquired about current consequences for young riders when they receive citations or warnings. Interim Police Chief Hennessy explained that the citations are standard state bicycle citations issued to the child, and currently the Department contacts the parents to either come to the scene or at least notifies them that a citation has occurred.

Councilor Guisinger asked whether there was a limit to the number of citations that could be issued. Interim Police Chief Hennessy stated that citations are issued on an individual basis and current state law does not provide for escalations. He stated that limitations could potentially be addressed through a Town ordinance. Councilor Guisinger noted that he would like to see the escalation and would like parents to receive notification of the citation, especially if parents do not come to the scene.

Councilor Choy asked whether an e-bike citation would impact a future driver's license. Interim Police Chief Hennessy stated he would need to investigate further, but believed that e-bike citations would not affect a driver's license.

Mayor Kuretski referenced a prior JTAA mandatory training program for parents and stated that if mandating parental training for e-bikes was not feasible, the Police Department should strongly encourage parental or guardian participation. He reiterated his desire for an ordinance that would meaningfully reduce risky e-bike behavior.

MINUTES

2. December 16, 2025, Town Council Meeting Minutes.

Councilor Choy moved to approve the December 16, 2025, Town Council Meeting Minutes; seconded by Councilor Guisinger; motion passed.

Kuretski
Yes

Delaney
Yes

Choy
Yes

Guisinger
Yes

CONSENT AGENDA

All items listed in this portion of the agenda are considered routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests; in which event, the item will be removed and considered at the beginning of the regular agenda.

- Councilor Guisinger pulled items 4 and 8.

Vice-Mayor Delaney moved to approve the Consent Agenda, as amended; seconded by Councilor Choy; motion passed.

Kuretski
Yes

Delaney
Yes

Choy
Yes

Guisinger
Yes

PUBLIC HEARING

3. **Ordinance 20-25, Second Reading**, (*Quasi-Judicial*) - Harbourside - Rezoning from IOZ US 1 to US1 ICW WCE subdistrict.

Title for Ordinance 20-25 was read by Mr. Baird.

PUBLIC BUSINESS

4. Approval of piggyback of State Term Contract No. 15100000-25-STC for the purchase of fuel with Pro Energy, LLC, for a 3-year term through December 30, 2028. **MOVED TO REGULAR AGENDA**
5. Approval of Three (3) Year Microsoft Enterprise License Agreement in the amount of \$688,162.02 to Software House International
6. Approving the purchase of seven Utilities Department vehicles in the amount of \$486,743
7. **Resolution 1-26**, Approving a Contract to Hinterland Group, LLC for Stormwater Trenchless Services (S2611) for an amount of \$775,000 for the initial 1-year term.
8. **Resolution 17-26**, Approving the Dispatch Interlocal Agreement for Fire/Rescue Between the Town of Jupiter and City of Palm Beach Gardens. **MOVED TO REGULAR AGENDA**

END OF CONSENT AGENDA

ITEMS REMOVED FROM CONSENT AGENDA TO REGULAR AGENDA

4. Approval of piggyback of State Term Contract No. 15100000-25-STC for the purchase of fuel with Pro Energy, LLC, for a 3-year term through December 30, 2028.

Councilor Guisinger inquired what the Town typically spends annually for fuel, and whether the contract accounted for fluctuations. Mr. George Dzama, Director of Engineering, explained that the yearly cost ranged from \$900,000 to a million, and that the State contract included price fluctuations by using the Consumer Price Index (CPI) to establish rates.

Councilor Guisinger and Mr. Dzama discussed whether the Town primarily used gasoline or diesel and the grade of fuel used for the Town's standby generators. Mr. Dzama noted that he would follow up with additional information on the topic.

Councilor Choy asked if the total cost included the generators and the Town's fleet vehicles. Mr. Dzama confirmed that it did.

Vice-Mayor Delaney asked whether the new fleet of trucks purchased for JFRD were diesel, if those costs were factored in, and if the Town ever exceeded the budgeted amount. Mr. Scott Reynolds, Director of Finance, stated that each year during the budgeting process, the Finance Department calculates an average cost by reviewing all Town vehicles and their usage to determine a funding amount. He noted that going into the next fiscal year, the JFRD vehicles would be factored in.

Mayor Kuretski and Mr. Reynolds discussed how piggybacking off the state contract was valuable to the Town.

Councilor Guisinger moved to approve the piggyback of State Term Contract No. 15100000-25-STC for the purchase of fuel with Pro Energy, LLC, for a 3-year term through December 30, 2028; seconded by Vice-Mayor Delaney; motion passed.

Kuretski
Yes

Delaney
Yes

Choy
Yes

Guisinger
Yes

8. **Resolution 17-26**, Approving the Dispatch Interlocal Agreement for Fire/Rescue Between the Town of Jupiter and City of Palm Beach Gardens.

Councilor Guisinger inquired what the Town's expected cost was for the Interlocal Agreement (ILA) approval through September of 2026. Fire Chief Donatto explained that the cost structure was identical to the structure the Town currently has for the Police Department with the Northern Municipal Regional Communications Center (NorthCom), which allocates costs based on population.

Councilor Guisinger asked whether the Town would be using the service before October 1. Chief Donatto stated that service would begin on June 1 for training purposes.

Councilor Guisinger next asked if JFRD has input regarding NorthCom standard operating procedures and protocols related to Jupiter. Fire Chief Donatto confirmed that they would, and noted that the protocols were currently being jointly developed.

Councilor Guisinger next inquired whether the purchase and maintenance of radios, software, licenses, and hardware in order to receive NorthCom service were budgeted for. Fire Chief Donatto stated that all items were accounted for in the budget.

Councilor Guisinger also commented on a paragraph in the ILA that pertained to miss routed communications or dispatch, and asked if the Chief was aware of any dispatch-related errors. Fire Chief Donatto stated he was not aware of any and Interim Police Chief Hennessy stated there had been no issues to date.

Councilor Guisinger referenced the force majeure provision in the agreement, if Palm Beach Gardens dispatch personnel ever went on strike. Mr. Baird, Town Attorney, noted that it was a standard provision. Councilor Guisinger asked if the issue needed to be addressed in the Town's procedures and protocols with NorthCom, and it was confirmed that it did not need to be addressed. Mr. Frank Kitzerow, Town Manager, explained that NorthCom dispatch could not go on strike and abandon a 911 center.

Mayor Kuretski stated that he was comfortable with the ILA. He also noted that JPD previously had its own dispatch center, and that the Town and Palm Beach Gardens worked together to move toward a more centralized dispatch system, which has been extremely successful.

Mr. Kitzerow provided a brief overview of how NorthCom was established in response to increasing safety demands in law enforcement. He explained that the ability to share resources had proven to be effective and reliable, and that there were high expectations for similar success with Fire Rescue. He added that the agreement enhanced the Town's overall safety, and would provide earlier notifications to JFRD personnel which in turn would allow them to respond quicker.

Councilor Choy stated that she supported the ILA and that collaboration between services and municipalities is what creates a quality of life and helps save lives.

Councilor Guisinger moved to approve Resolution 17-26; seconded by Councilor Choy; motion passed.

Kuretski
Yes

Delaney
Yes

Choy
Yes

Guisinger
Yes

REGULAR AGENDA

PUBLIC BUSINESS

9. Approval of Contract & Memorandum of Agreement with Palm Beach County Police Benevolent Association (PBA)

- A. Resolution 15-26, Approving a Contract with the PBA, Representing Officers and Sergeants, effective October 1, 2025, through September 30, 2028.**

Ms. Ashley Wilson, Human Resources Director, presented Resolution 15-26 approving a three-year Collective Bargaining Agreement (CBA) between the Town and the Palm Beach County Police Benevolent Association (PBA), effective October 1, 2025, through September 30, 2028, retroactive to the expiration of the prior agreement.

Ms. Wilson summarized the agreement's key provisions, including compensation, benefits, and working conditions. The agreement provides average salary increases of 19.9% in year one, 9.4% in year two, and 9.1% in year three, for a combined average increase of 38.4% over the term. The estimated Year one cost of implementation is approximately \$2 million, which is anticipated to be funded through operating contingency and year-end savings. Ms. Wilson noted that the key goal for the compensation updates were to ensure the Town remains competitive within Palm Beach County, so experienced officers could be retained, but also for recruitment of qualified candidates.

Ms. Wilson explained that additional enhancements included increased extra-duty pay rates, updated assignment pay for specialized roles, a Step 12 annual tenure payment of \$3,000, enhanced supplemental retirement healthcare benefits, and the establishment of a New Year's Eve midnight differential. She noted that contract language was also revised to clarify definitions and eliminate inconsistencies.

Mr. Scott Reynolds, Finance Director, presented on Resolution 16-26, approving a Memorandum of Agreement (MOA) related to the Police Retirement Fund.

Mr. Reynolds explained that the MOA addresses pension-related reforms requiring future amendments to the Town's pension ordinance. Key provisions include an increased healthcare subsidy for active officers not participating in DROP, elimination of the 10% employee contribution during DROP participation, and a commitment to return to Council on October 1, 2030, to consider removal of Tier 2 benefits.

Mr. Reynolds next discussed the portion of Chapter 185 insurance premium tax revenues that offset the Town's pension costs annually, and noted that the PBA has committed to increasing the amount of money contributed to offset the Town's costs beginning in 2030, if the Town implements the Tier 2 change.

Ms. Wilson stated that together the two resolutions represent the Town's major investment in the police workforce, an investment in supporting our officers and sergeants for retention, recruitment, long term stability and public safety services in the Town of Jupiter.

Mayor Kuretski expressed appreciation to Staff for their extensive efforts over the past year. He also wanted to recognize the two-million-dollar budget shortfall that would be made up through contingencies and cost savings.

Vice-Mayor Delaney moved to approve Resolution 15-26; seconded by Councilor Guisinger; motion passed.

Kuretski
Yes

Delaney
Yes

Choy
Yes

Guisinger
Yes

B. Resolution 16-26, Approving a Memorandum of Agreement with the PBA, regarding proposed changes to the Police Retirement Fund.

Councilor Choy moved to approve Resolution 16-26; seconded by Councilor Guisinger; motion passed.

Kuretski
Yes

Delaney
Yes

Choy
Yes

Guisinger
Yes

REPORTS

TOWN ATTORNEY

- Senate Bill 180 – Mr. Baird provided an update on litigation related to Senate Bill 180. He stated that the motion for preliminary injunction was denied, and a motion to dismiss remains under consideration. Mr. Baird stated that if a motion to dismiss was granted, both motions could be appealed. Legislative efforts are underway to amend the bill to reduce its impact on municipalities such as Jupiter.
- Legal Services - Mr. Baird requested consideration of an increase in hourly rates for the attorneys at his firm that provide legal services to the Town. He provided examples of cases and noted the extensive work done by the various attorneys. Mayor Kuretski requested that Town Attorney have individual briefings with each Councilor prior to bringing the matter forward for formal consideration.

TOWN MANAGER

- Town Attorney & Attorneys - Mr. Kitzerow commended the Town Attorney and his team of attorneys for their responsiveness and legal support.
- PBA Contract – Mr. Kitzerow thanked Ms. Wilson, Mr. Reynolds, the Police Department members, the PBA representatives and the Council for their extensive work on the CBA over the past year.
- Jupiter Police Department – Mr. Kitzerow announced that the Interim Police Chief Don Hennessey will be sworn in as Police Chief with a formal announcement to follow.
- Town's Boards and Committees - Mr. Kitzerow announced that applications are now being accepted for residents who would like to be appointed to the Town's advisory boards and committees. He stated that applications would be accepted through Friday, February 6, and Council would vote on appointments later this Spring.

- JFRD Recruitment - Mr. Kitzerow provided an update on the Jupiter Fire Rescue hiring efforts and noted the strong applicant response across all fire-rescue positions. He thanked Chief Donato, the JFRD Staff, HR, and the Communications team for all of their efforts in the process.
- Employee Service Milestones - Mr. Kitzerow recognized two employees celebrating 25 years of service - Police Officer Kristi Coleman and Utilities employee Chris Craft.

**TOWN COUNCIL – LIAISON REPORTS AND COMMENTS –
COUNCILOR CHOY:**

- Public Safety - Councilor Choy expressed strong support for public safety with the discussions that took place regarding e-bikes, fire services and the Police contract.
- She wished everyone a Happy New Year.

VICE-MAYOR DELANEY:

- PBA Contract – Vice-Mayor Delaney thanked the Town Manager, Staff and the PBA for the successful police contract negotiations. He noted that it was a big investment, but it showed how much the Town appreciates the officers and captains of the JPD.
- Town Attorney - Vice-Mayor Delaney mentioned there were hurdles with the elections and ballot initiatives that Mr. Baird and his team had navigated the Town through in the past couple of years. He stated it was a major feat.
- JFRD - Vice-Mayor Delaney relayed a story on how his friend, who is the insurance industry, was at a conference thousands of miles away, and it was noted that Jupiter was referenced as doing things correctly with our fire service actions.

COUNCILOR GUISINGER:

- PBA Contract - Councilor Guisinger thanked the Town Manager, Staff and the PBA for the successful police contract negotiations.
- E-bike Presentation - Councilor Guisinger thanked Interim Police Chief Hennessey for his e-bike training presentation, and expressed that he thinks the outreach initiatives and the training program being developed will make the streets safer for e-bike riders.

MAYOR KURETSKI:

- Jupiter Police Department - Mayor Kuretski mentioned the possible conflict for the swearing in ceremony for Interim Police Chief Hennessey due to a MPO meeting.
- JFRD - Mayor Kuretski noted he was optimistic that Fire will be ready to go by August 1 well before October 1, and that he was hopeful that the County would work with the Town to begin the transition earlier.

- Town of Jupiter Citizen's Survey – Mayor Kuretski inquired about receiving the survey results. He mentioned he was interested in the feedback about the County Transportation Master Plan.
- Public Dock - Mayor Kuretski discussed the communication received from a resident about dockage in the village, related CRA matters, and possible restrictions. He requested that the Town Manager provide an update in the weekly report about use restrictions if there were any.
- Procurement - Mayor Kuretski gave positive feedback regarding improvements in the procurement information, bid evaluations and selection processes for the agenda packages presented. He expressed his appreciation to the Finance Department and the Procurement manager.
- Legislative Delegation Meeting - Mayor Kuretski provided an update on the Palm Beach County Legislative Delegation Meeting that took place earlier in the day regarding proposed local bill regarding annexations and fire services. He expressed his concerns regarding potential impacts on municipalities, and the reflection of double taxation. Mayor Kuretski shared that the Delegation voted to include the MSTU local bill in the upcoming session.

Vice-Mayor Delaney commented about intentional roadblocks for annexations. Mayor Kuretski agreed. Mayor Kuretski relayed that during the meeting, Chief Kennedy noted 16 fire stations were in annexed areas and that conflicts will have to be resolved. The Burt Reynolds Fire Station was mentioned as an example.

ADJOURNMENT – 8:28 P.M.

Merriane Lahmeur, Town Clerk