

MINUTES OF THE GLADES COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING ON TUESDAY, JULY 10, 2018 AT 9:00 A.M. IN THE COUNTY
COMMISSIONERS MEETING ROOM, GLADES COUNTY COURTHOUSE, MOORE
HAVEN, FLORIDA

The Glades County Board of County Commissioners met on Tuesday, July 10, 2018 at 9:00 a.m. with the following Commissioners present:

John Ahern, Chairman
Tim Stanley, Vice Chairman
Donna Storter Long
Donald Strenth
Weston Pryor

Others present:

Julie Mann Braddock, Administrative Secretary
Joe Helfenberger, Interim County Manager
Richard Pringle, County Attorney
Tiffany Patterson, Finance Director
Susan Whidden, BOCC Administrative Assistant
Gabrielle Ibietatorremendia, Human Resources Director
Angela Snow Colgrove, Emergency Medical Director
Archie Branch, Interim Public Works Director
Bob Jones, Public Safety Director
Matthew Howard, Johnson Engineering
Cindy Ricker, SHIP Coordinator
David Hardin, Glades County Sheriff
Chris Felker, Okeechobee News
Tycee Prevatt, Ag Extension Agent
Libby Maxwell Pigman, South Florida Water Management District
Gail Jones, Glades County Tax Collector
Aletris Farnam, Glades County Supervisor of Elections
8 citizens

CALL TO ORDER

Chairman Ahern called the meeting to order at 9:00 a.m.

PRAYER

Commissioner Storter Long gave the invocation.

PLEDGE

Sheriff David Hardin led the Pledge of Allegiance.

AGENDA AMENDMENTS

Note: Unanimous Board Action is required to amend agenda for official vote.
There were no amendments.

PRESENTATIONS / AWARDS

There were none.

PUBLIC INPUT ON AGENDA ITEMS

There was none.

PUBLIC HEARINGS

There were none.

CONSENT AGENDA

1. **Approved payment of County Warrants (Exhibit A)**
General Fund: 83575 – 83652
Wire Payments – 035 – 037
E911 Maintenance: 121
Intergovernmental Radio: 10355 – 10356
Tourism Development Council – 1061 – 1063
SHIP – 1722 - 1725
2. **Approved Minutes of the May 8, 2018 Regular Meeting**
3. **Approved Minutes of the May 29, 2018 Regular Meeting**

ON MOTION of Commissioner Pryor seconded by Vice Chairman Stanley the Board approved the Consent Agenda items.

Motion carried by 5 – 0 vote.

PUBLIC INPUT ON BUSINESS AGENDA ITEMS

Anyone wishing to provide public comment on an Agenda Item please fill out a comment card on the table at the entrance to the Commission Chambers.

There was none.

BUSINESS AGENDA

4. **Resolution 2018- Certifying that Charlotte County Habitat for Humanity, Inc.'s Program for the construction of Housing for low and very low income persons is consistent with local plans and regulations**

County Manager Helfenberger stated Charlotte County Habitat for Humanity had approved acceptance of Glades County as an area they could assist with the construction of new single-family homes. He stated he had met with Mike Mansfield and Gabrielle Reineck from Charlotte County Habitat for Humanity and learned that their programs are aligned with the SHIP guidelines. He stated Charlotte County Habitat for Humanity had built over 400 homes in the past 30 years. He stated the program resulted in 96% successful home ownership. He stated this could be a benefit to the County and provide some affordable housing. He stated the cost would be at or below what the average rental would be for a stick built home. He stated the program would start with one or two homes and could possibly grow from there.

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Gabrielle Reineck, Senior Director of Outreach for Charlotte County Habitat for Humanity, stated she had been approached several months ago by some people from Glades County in an effort to bring some affordable housing to the County. She stated one of the programs utilized in Charlotte County was the community contribution tax credit program where they partnered with corporate sponsors who collected sales tax and wanted to reinvest those dollars back into the community through Habitat for Humanity. She stated since 2007 over 100 houses had been built in Charlotte County utilizing this program. She stated she would like permission to be able to utilize this program in Glades County. She stated she had already secured the first corporate sponsor, Wallace International, who would sponsor the first home built in Glades County utilizing this program.

County Manager Helfenberger stated the sales tax came out of the state sales tax and not the local sales tax.

Ms. Reineck stated all dollars that Tallahassee collected on behalf of the County and the donor were used to build the home so nothing came directly from the County.

Chairman Ahern read the title of the Resolution into the record.

ON MOTION of Commissioner Storter Long seconded by Vice Chairman Stanley the Board adopted Glades County Resolution 2018 – 7, certifying that Charlotte County Habitat for Humanity, Inc.'s Program for the construction of housing for low and very low income persons was consistent with local plans and regulations and authorized the Chairman to sign on behalf of the Board.

Motion carried by 5 – 0 vote.

5. License Agreement between Glades County and the Florida Department of Transportation

County Manager Helfenberger stated FDOT was looking at installing a traffic signal at the property located on the corner of US 27 and 5th Street. He stated FDOT would like to assume maintenance of the signal and in order to do so they would need to have ownership of the property. He recommended approval of the license agreement between Glades County and FDOT.

Chairman Ahern stated the next item on the agenda would be the transfer of the property.

ON MOTION of Commissioner Pryor seconded by Commissioner Storter Long the Board approved the License Agreement between Glades County and the Florida Department of Transportation and authorized the Chairman to sign on behalf of the Board. (See Exhibit B)

Motion carried by 5 – 0 vote.

6. County Deed

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County Manager Helfenberger stated FDOT would also be constructing a sidewalk on the property.

ON MOTION of Vice Chairman Stanley seconded by Commissioner Strenth the Board approved the transfer of the following described property from Glades County to the State of Florida Department of Transportation and authorized the Chairman to sign on behalf of the Board:

The North 14 feet of the West 21 feet of that block of land in the Town of Moore Haven bounded by Avenues I (also known as State Road 25 / US 27) and J and Fifth and Sixth Streets which has been reserved for Fire Department, City Hall, Library, and Church, per revised map of Moore Haven, Florida, a subdivision lying in Section 11, Township 42 South, Range 32 East, as per plat thereof recorded in Plat Book 3, Page 72, Public Records of Glades County, Florida.

Motion carried by 5 – 0 vote.

7. U.S. Army Corps of Engineers request for Right of Entry to Parcel A28-41-32-A00-0040-0000

County Manager Helfenberger stated the County had acknowledged the request for right of entry; however, some substantial changes had been incorporated into the agreement to protect the County's interest. He stated the County did not want any testing of water quality when other measures were being done such as spraying or where waste water was that would inherently have water quality problems.

Attorney Pringle stated he had made some fairly significant changes to the agreement to limit the scope of the authority that the Corps of Engineers would have in regard to their inspections and activities on the property. He stated he would also like to remove a provision that would allow the Corps to enter onto other County property. He stated that the Corps would have access to the well site from Highway 78 so other access points would not be needed. He requested that the Board approve the agreement and authorize him to make this one last change.

Chairman Ahern stated the Corps would be putting down 3 different wells at 3 different depths to monitor salt water intrusion. He stated he had the Engineer for the City County Waste Water Authority review the agreement. He stated the Engineer felt the agreement was sufficient for what the Corps would be monitoring.

ON MOTION of Commissioner Strenth seconded by Commissioner Pryor the Board approved the Right of Entry Agreement (for Parcel A28-41-32-A00-0040-000) between Glades County and the Department of the Army (Corps of Engineers); authorized Attorney Pringle to make the revision as stated above; and authorized the Chairman to sign on behalf of the Board. (See Exhibit C)

Motion carried by 5 – 0 vote.

8. Application for Tax Deed

County Manager Helfenberger stated none of these properties would benefit the County in any way at this time. He recommended that the Board not purchase the properties.

Sandra H. Brown, Clerk of Court, stated the County was the certificate holder on these tax applications and by law had to be noticed. She stated the County would have to be present at the sale on July 26, 2018 to bid if they wished to purchase any of the properties.

ON MOTION of Commissioner Pryor seconded by Commissioner Storter Long the Board disapproved the purchase of Tax Deed File No. 2018-13 (Certificate No. 927-2015), Tax Deed File No. 2018-12 (Certificate No. 57-2015, and Tax Deed File No. 2018-8 (Certificate No. 803-2015).

Motion carried by 5 – 0 vote.

9. Property Escheated to the County

County Manager Helfenberger stated these properties had escheated back the County. He stated he was looking for ways to get them back on the tax roll.

Chairman Ahern stated some of these properties may be suitable for the Habitat for Humanity program.

Commissioner Storter Long asked if the Board had ever considered hiring a Broker to help market these properties and get them back on the tax roll. She asked if this was something the Board should consider doing in the future.

Attorney Pringle stated the Board would have to sign a contract with a Broker and there were some perimeters governed by statutory law regarding the process of listing the properties and selling them. He stated depending on the value of the parcel, its location, and desirability for other development, it may be beneficial to use a Broker.

Ms. Brown stated the first 5 parcels listed were the Indian Hills Community Center property.

Commissioner Storter Long suggested that a complete list be provided.

Ms. Brown stated this was the complete list of properties. She stated the old hotel property was also on the list.

Attorney Pringle stated the Board may wish to continue this item until the next meeting so that each Commissioner could review the list of properties.

ON MOTION of Commissioner Storter Long seconded by Commissioner Pryor the Board continued Item 9 – Property Escheated to the County until the next Board meeting.

Motion carried by 5 – 0 vote.

10. Encumbrance of SHIP funds

Cindy Ricker, SHIP Director, stated she had 3 families that had qualified for assistance. She stated first one was 2018-Demo-Rebuild-4 Dixon. She stated the Dixon family was low income. She stated the encumbrance for the Dixon family would total \$80,000.00. She stated the second one was 2018-Demo-Rebuild-5 Gillette. She stated the Gillette family was moderate income and the total encumbrance would be \$60,000.00. She stated the Gillette family would also be contributing their own funds. She stated the last one was 2018-DPA-Stafford-2. She stated Ms. Stafford was low income and the total encumbrance would be \$20,000.00.

ON MOTION of Commissioner Storter seconded by Vice Chairman Stanley the Board approved the encumbrance of SHIP funds for the following applicants and authorized the Chairman sign on behalf of the Board:

2018-Demo-Rebuild-4 Dixon - \$80,000.00
2018-Demo-Rebuild-5 Gillette - \$60,000.00
2018-DPA-Stafford-2 - \$20,000.00

Motion carried by 5 – 0 vote.

11. CDBG and SHIP Satisfactions

Ms. Ricker stated these applicants had satisfied their mortgages. She stated they had maintained insurance on the homes and paid their taxes each year.

ON MOTION of Commissioner Storter Long seconded by Commissioner Pryor the Board approved the satisfaction of the following mortgages and authorized the Chairman to sign on behalf of the Board:

Hazel Arnold – SHIP - \$30,000.00 dated 6/26/2008
Hazel Arnold – CDBG - \$15,388.50 dated 6/26/2008
Hazel Arnold – CDBG - \$27,500.00 dated 6/26/2008
Brenda Brooks – SHIP - \$25,000.00 dated 7/30/2007
Hubert & Cynthia Bustin – CDBG - \$27,500.00 dated 6/26/2008
Hubert & Cynthia Bustin – CDBG – 25,096.50 dated 6/26/2008

Motion carried by 5 – 0 vote.

12. SHIP Bid Proposals submitted July 2nd for Review and Approval

Ms. Ricker stated she had been pleasantly surprised with these bids. She stated they had come in somewhat lower than expected. She expressed concern with some of the bids. She stated her notes were highlighted. She stated she tried to itemize how each bid was figured. She stated the demo/rebuild was a little hard to figure. She stated only one contractor had indicated what he was bidding on. She stated she had to contact the other 2 to determine what size home their bids were for. She stated she was not real familiar with these 2 contractors.

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Commissioner Storter Long asked if any of the contractors other than Clyde Johnson were from Glades County.

Ms. Ricker stated she knew the other contractors had done work in Glades County.

Commissioner Storter Long commented on the range in bids.

Ms. Ricker stated she had seen one of the homes that one of the contractors had built in Okeechobee. She stated she did have those plans and was familiar with his work.

Commissioner Storter Long commented on the 1,100 square foot home being less than the 800 square foot home.

Ms. Ricker stated one reason was the fact that they did not have to include the costs of a sewer.

Commissioner Storter Long suggested the Board award these bids individually. She commented on not being able to review these bids until Monday.

Ms. Ricker expressed concern with the Thatcher bid. She stated she was worried about what would be found when the siding was torn off of the existing home. She stated she was afraid that the contractors that bid low would be back for numerous change orders.

Chairman Ahern agreed.

Ms. Ricker stated she would rather see the Board go with a higher bid than to see a bunch of change orders.

Commissioner Storter Long asked how the change orders would be handled.

Ms. Ricker stated she did not like change orders. She stated she would rather someone really look at something before bidding and then having to request changes and more money. She stated unless a change order was really necessary she would not do them. She stated sometimes the lowest bid was not always the best.

Vice Chairman Stanley stated he agreed but cautioned the Board about being fair.

Ms. Ricker stated some of the bids were fairly close. She stated one of the contractors had not included the flooring in their bid.

Vice Chairman Stanley stated he felt that bid should be thrown out. He stated he appreciated Ms. Ricker getting more contractors to bid on these projects.

Ms. Ricker stated she would not mind the contractor coming back for a change order if they got started on the job and found something major.

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Chairman Ahern asked if there were any of the projects that the Board wished to make a decision on today.

Vice Chairman Stanley stated he felt comfortable awarding the bid for the demo/rebuild. He stated the contractor who did not include the flooring should probably be rejected and the bid be awarded to the second lowest bidder.

Ms. Ricker stated she would like to add the flooring in the kitchen to that bid. She stated Mr. Drayton had \$14,000.00 in available funds. She stated this addition would still not put her over her maximum amount.

Commissioner Storter Long commented on the demo/rehab and asked if there was a preference for the home or if the size of the home was the preference.

Ms. Ricker stated it was the size of the home and the contractor could choose modular, frame, or CBS. She stated she would like to narrow this down in the future so that the contractors were bidding apples to apples. She stated these bids were everywhere.

Vice Chairman Stanley asked if Ms. Ricker would want to do a change order on the Drayton project after the bid was awarded or if she wished to rebid the project.

Ms. Ricker stated she would rather do the change order after the bid was awarded.

Vice Chairman Stanley asked how much more money Ms. Ricker believed she would need for the change order.

Ms. Ricker stated Mrs. Drayton had up to \$14,000.00 more encumbered. She stated the second lowest bid was around \$9,000.00. She stated she felt maybe \$2,000.00 would cover the additional flooring.

Vice Chairman Stanley asked if the bid could be awarded as is now and a vote taken later on the change order.

Attorney Pringle stated this would be the preferred way to handle this bid.

Vice Chairman Stanley stated he would like to see the Board award the bids to the lowest bidder on all of the projects except the Drayton project where the contractor did not include the flooring.

Commissioner Storter Long questioned the Thatcher bids. She asked if Vice Chairman Stanley wished to award the bid to the lowest bidder even though the bids were so far apart in range and there may be more work discovered when the project started.

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Vice Chairman Stanley asked how the Board could justify not awarding the bid to the lowest bidder. He stated this would not be fair to the contractor. He suggested using the lowest bidder and if he did not work out, then not using him again in the future.

Commissioner Storter Long questioned the County's preferred vendor policy. She asked if the Board was obligated to award to the lowest bidder.

Attorney Pringle stated the Board was not obligated to award the bid to the lowest bidder. He stated if the expectation described in the RFP was that the lowest response was going to be seriously considered then the Board should have some sort of justification if they did not award to the lowest bidder. He stated from what Vice Chairman Stanley was stating there may not be a justification at this time. He stated the Board could state in the contract that the bid was a guaranteed maximum price; that the contractor would perform all of the services described for that guaranteed maximum price; and that no change orders would be awarded.

Vice Chairman Stanley stated the Board normally awarded the bid to the lowest bidder but he believed a clause regarding the guaranteed maximum price should be included on future contracts as well as a clause prohibiting change orders.

ON MOTION of Commissioner Storter Long seconded by Commissioner Pryor the Board awarded the bid for RFP #2018 Disaster-1-Thatcher to Clyde Johnson Construction in the amount of \$21,941.00; the bid for RFP #2018 Barrier Free-1-Rodriguez to Labelle Construction in the amount of \$8,500.00; the bid for RFP #2018 Barrier Free-2-Drayton to American Construction in the amount of \$7,760.00; and the bid for RFP #2018 Demo/Rebuild-1 Mallard to Mossel/Hodges Construction in the amount of \$98,000.00; with the contracts to include the Guaranteed Maximum Price language; and authorized the County Manager and SHIP Coordinator to sign the contracts on behalf of the Board.

There was a brief discussion as to why Commissioner Storter Long had awarded the bids as she did.

Commissioner Strenth stated he felt the bids should be awarded to the lowest bidder on all of the projects.

Commissioner Storter Long asked if there was a statute that required the Board to go with the lowest bidder.

Attorney Pringle stated he would have to review the RFP document to see what language had been included.

Chairman Ahern suggested continuing the award of the bid for the Thatcher project until the next meeting.

Commissioner Storter Long removed the award of the bid for the Thatcher project from her motion on the floor.

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Vice Chairman Stanley stated he believed the award for the Drayton bid should not be awarded to American Construction due to the fact that they had not included the flooring in their bid. He stated the bid should have been rejected.

Commissioner Storter stated she would pull that one from her motion if need be.

Ms. Ricker agreed that the bid should be rejected.

Commissioner Storter Long rescinded her motion on the floor.

Commissioner Pryor rescinded his second to the motion on the floor.

Attorney Pringle suggested that the Board vote individually on each bid.

ON MOTION of Vice Chairman Stanley seconded by Commissioner Strenth the Board continued the awarding of a bid on RFP #2018 Disaster-1- Thatcher until the next Board meeting.

Motion carried by 5 – 0 vote.

ON MOTION of Commissioner Strenth seconded by Commissioner Storter Long the Board awarded the bid for RFP #2018 Barrier Free-1-Rodriguez to Labelle Construction in the amount of \$8,500.00 and authorized the County Manager and SHIP Coordinator to sign on behalf of the Board.

Motion carried by 5 – 0 vote.

ON MOTION of Commissioner Storter Long seconded by Commissioner Strenth the Board declared the bid from American Construction non-responsive and rejected the bid made for RFP #2018 Barrier Free-2-Drayton.

Motion carried by 5 – 0 vote.

ON MOTION of Commissioner Storter Long seconded by Vice Chairman Stanley the Board awarded the bid for RFP #2018 Barrier Free-2-Drayton to Mossel/Hodges Construction in the amount of \$8,910.00 and authorized the County Manager and SHIP Coordinator to sign on behalf of the Board.

Motion carried by 5 – 0 vote.

ON MOTION of Commissioner Storter Long seconded by Commissioner Strenth the Board awarded the bid for RFP #2018 Demo/Rebuild-1 Mallard to Mossel/Hodges Construction in the amount of \$98,000.00 and authorized the County Manager and SHIP Coordinator to sign on behalf of the Board.

Motion carried by 5 – 0 vote.

Chairman Ahern asked that the Commissioners review the bids for the Thatcher project and be prepared to award the bid at the next Board meeting.

13. Budget Transfer from Contingency to EMS Matching Grant

Tiffany Patterson, Finance Director, stated this was the actual budget transfer to the EMS Matching Grant that was approved at the Board's last meeting.

ON MOTION of Commissioner Pryor seconded by Commissioner Storter Long the Board approved a budget transfer from Contingency to Ambulance Grant R6014 in the amount of \$12,222.00.

Motion carried by 5 – 0 vote.

14. RFQ 2018- (Muse Fire/EMS Station)

Bob Jones, Public Safety Director, handed out a packet with several pictures (Exhibit F) and stated he had been asked to do an evaluation of the Muse fire house. He stated David Mercer, Building Official, had inspected the building with him. He stated the building was built in 1982. He stated the roof was open 8 – 10 feet wide across the back. He stated it had not been tarped due to the fact that the whole sheeting was so soft it created a hazard. He stated there were multiple stages of rot through the sheeting and on the rafters and top plate. He stated there were no hurricane straps but there was a massive tie beam. He stated the rafters were made from 2' x 6' on a 48" center. He stated he was pretty sure these were not salvageable. He stated there was no insulation in the attic. He stated the building would need a new roof from the tie beam up. He stated there were different stages of rot and mold in the bay area and also in the day room. He noted that in upgrading this building the septic tank was probably only 75 feet from the well head and would need to be brought to code at 100 feet. He stated the septic tank had no filtering system in it and would probably not be to code; however, the drain field probably would. He stated the air conditioning handler appeared to be in fair shape. He stated the bathrooms were in disarray. He stated the ceiling, walls, and paneling would need to be gutted. He stated the overall impression of the building was that the block wall appeared to be in decent shape as well as the bay doors. He stated other than that there was probably nothing else that could be salvaged. He referred to a letter from Mr. Mercer. He stated he had contacted 3 contractors to give a rough estimate of what the costs would be to repair the building and only one had responded. He stated the estimate was roughly \$100,000.00 - \$150,000.00. He stated the mold mitigation would need to be addressed and would cost approximately \$20,000.00. He stated mold had been an issue in the building prior to the storm. He stated it had been painted over years ago. He stated the contractor could not guarantee that he could get the mold out of the block wall or the concrete flooring. He stated he would need to move the fire trucks out of the building fairly quickly. He stated the mold was beginning to get into the trucks. He stated he believed he would move them to the EMS station in Muse and bring the engine in for cleaning and possibly place it at the Ortona fire house until some definitive direction is given on the Muse fire house.

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Chairman Ahern stated there had been some discussion about possibly moving the playground to the Community Center in Muse.

Commissioner Storter Long stated most of the comments she had seen were on Facebook. She stated the concern was that if there was no fire house or a park the County would forfeit ownership because of the deed restrictions that were in place. She stated the deed restrictions would have to be enforced by the grantor. She suggested that the restrooms at the playground be placed on hold until a decision could be made about the building. She asked if the Road Department could assist in demolition of the building.

Mr. Jones and Mr. Branch agreed that the Road Department could assist.

County Manager Helfenberger stated he believed with the extensive damage the building should be condemned and demolished. He stated it would be cheaper to start over and the County would know for certain what it had.

Commissioner Storter Long questioned the possibility of asbestos being present in the building.

Mr. Jones stated more than likely there was none. He stated the only place it could be was the kitchen and the meeting room; however, the vinyl flooring looked fairly new.

Vice Chairman Stanley stated he felt the bathrooms for the park and the fire house should be separate; however they could share the septic and drain field.

Mrs. Whidden stated the bids for the restrooms at Muse had been stalled.

Commissioner Storter Long stated she felt the building should be demolished and then the County could go out for bids on the construction of a new building.

There was some discussion regarding how big the building should be.

Mr. Jones asked the Board for direction on what kind of building they wished to have at Muse. He asked if the Board wanted another stand-alone fire house or if they were looking to move a combination EMS/fire house to the school grounds. He stated if the building was to be stand-alone it would need 3 bays and suggested using the same format as the Moore Haven fire department. He asked the Board for direction. He commented on the response time from Muse and from the school.

There was some discussion on the EMS station at Muse.

Commissioner Pryor stated with a metal building you could add on in the future if needed.

Mr. Jones stated a minimum of 2 bays would be needed for the engine and the brush truck, if the County had no interest in combining the EMS/fire station. He stated if there

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was an interest in combining the two he would suggest putting the engine at the EMS/fire station at the school. He stated some of the responders coming out of LaBelle would have better response times. He stated the medics would be there as well and could get everything started. He stated if the County was ever able to go full time this would be a good location.

There was a brief discussion regarding the specs of the new building.

Commissioner Storter Long stated insurance had paid out \$48,000.00.

Mr. Jones stated the County could also expect another \$10,000.00 from FEMA.

Ms. Ibietatorremendia stated there was a possibility that more funds would be received from insurance.

Vice Chairman Stanley suggested applying for grants to build an all-in-one facility behind the school in Muse.

Attorney Pringle asked the Board to first take action on the existing structure. He stated the County could get an asbestos survey done prior to demolition.

ON MOTION of Commissioner Storter Long seconded by Commissioner Pryor the Board authorized demolition of the existing Muse fire house leaving the existing concrete floor.

Commissioner Storter Long asked if a demolition license was needed or if the County could do the demolition itself.

Mr. Jones stated a permit would be needed but felt the demolition could be done by the County.

Attorney Pringle stated if there was a question about whether or not there was asbestos present the County should have a study done.

Motion carried by 5 – 0 vote

Chairman Ahern suggested using Al Brown for the asbestos study.

ON MOTION of Commissioner Pryor seconded by Vice Chairman Stanley the Board authorized advertising a RFP for the reconstruction of the Muse Fire House with the following specifications: a 50' X 60' building with two 12' X 14' bay doors, two walk thru doors, and a restroom.

Vice Chairman Stanley stated the Board would probably want to wait until the building was demolished. He cautioned the Board about having a smaller building on a bigger foot print.

Motion carried by 5 – 0 vote.

Mr. Jones asked if the Board would entertain salvaging the bay area block wall if it was determined that the wall was good. He asked if the Board wished to do this or scrap the whole building and go with a steel building. He asked the Board for the latitude to make this decision once he began demolition.

Commissioner Storter Long suggested leaving the motion as it was but when Mr. Jones got to the point of determining whether the walls were salvageable he could come back to the Board so the motion could be modified.

Attorney Pringle clarified that the Board had authorized the demolition of the building to occur; however, the first part of the demolition would be for Mr. Jones and staff to look at the structure first to see if any of it was salvageable. He stated if the walls were able to be saved then Mr. Jones would have the authority to stop the demolition and bring the item back to the Board for further direction.

15. Intergovernmental Agreement between Glades County and Port LaBelle Community Development District

County Manager Helfenberger stated this agreement was for another year of mowing services. He stated the price had increased by \$1,000.00 for the next year.

Attorney Pringle stated the agreement that the County had was a very abbreviated version. He explained that there was not a termination clause and the Board would be locked into the agreement for 2 years.

ON MOTION of Commissioner Pryor seconded by Commissioner Strenth the Board approved the Agreement not to exceed the amount of \$20,125.53 between Glades County Board of County Commissioner and Port LaBelle Community Development District; authorized Attorney Pringle to include a termination clause (after one year); and authorized the Chairman to sign on behalf of the Board. (See Exhibit D)

Motion carried by 5 – 0 vote.

16. CAS Fee Schedule for CDBG Block Grant No. 18DB-OM-09-32-01-N19

County Manager Helfenberger explained that the title of this item was incorrect. He requested that the Board approve an Engineering Agreement with Craig A. Smith & Associates for the Washington Park sewer improvements – forcemain, lift station, and gravity collection system.

Attorney Pringle stated the Board could disregard the first 4 pages of the backup material for this item. He stated those pages related to the CAS, Governmental Services work and were not a part of this approval request. He stated what Craig A. Smith & Associates had submitted was a proposal. He stated they were requesting that the Board approve the proposal for the Washington Park Sanitary Sewer Improvements. He suggested that if the Board was agreeable with the general scope of services and fees then the Board

could approve the agreement and give him the authority to write up a contract amendment. He stated Craig A. Smith & Associates had a continuing services agreement with the County. He stated he could do an amendment to that agreement to authorize Craig A. Smith & Associates to do this scope of work for a fee with a guaranteed maximum price. He stated because this project was third party funded he would also include a provision that would allow the County to terminate the agreement if the third party funding ceased.

ON MOTION of Commissioner Storter Long seconded by Commissioner Pryor the Board approved the fee schedule submitted from Craig A. Smith & Associates for Grant No. 18DB-OM-09-32-01-N19; authorized Attorney Pringle to amend the Continuing Services Agreement to include a guaranteed maximum price; and authorized the Chairman to sign on behalf of the Board. (See Exhibit E)

Motion carried by 5 – 0 vote.

Commissioner Pryor stated he felt there was an opportunity to use some SHIP money to get people hooked up to this sewer once it was completed.

17. Discussion regarding County Owned Vehicles being driven home by County Employees

County Manager Helfenberger stated he did not have a list of employees who were driving County owned vehicles home at this time. He asked that this item be continued.

Chairman Ahern asked that this item be added to the next meeting agenda.

Commissioner Storter Long suggested reviewing the Personnel Policy to include language regarding County owned vehicles being driven home by County employees.

18. Award RFP 2018- (Fuel Tank Bid)

County Manager Helfenberger stated the fuel pump appeared to be the source of leakage and would need to be replaced. He stated the tank itself was in good shape.

Archie Branch, Interim Public Works Director, stated on July 2nd Jeff Shields from Pro Industries had inspected the tanks and the pumps; however, he could not generate a report until he had a foundation inspection done. He stated David Miller had gone out on July 9th and inspected the slab and would forward his report to Pro Industries. He stated he did not have enough information yet to make a decision. He suggested continuing this item until the next meeting.

Chairman Ahern asked that this item be added to the next meeting agenda.

19. County Manager Position Applications

Chairman Ahern stated Attorney Pringle would like to comment on this item prior to the Board continuing this discussion.

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Attorney Pringle stated it was his understanding that a review of the applicants had taken place and that there was information provided to the Board about each applicant. He stated the Board had then ranked the applicants and Ms. Ibiatorremendia had tallied and provided the rankings to the Commissioners.

Commissioner Storter Long stated there were 8 applicants that had been disqualified.

Chairman Ahern stated 15 applicants were ranked. He stated each Commissioner had turned this information into Ms. Ibiatorremendia.

Attorney Pringle stated the individual tallying sheets needed to be made a part of the record of today's meeting (Exhibit G).

Commissioner Storter Long asked if each Commissioner should sign the tally sheet that Ms. Ibiatorremendia had provided.

Ms. Ibiatorremendia stated she did have copies of what each Commissioner had provided to her for their rankings. She stated this information was included in the packet.

Attorney Pringle asked that Ms. Ibiatorremendia provide that documentation to the Clerk after the meeting. He stated a signature from each Commissioner would be needed.

Ms. Ibiatorremendia asked if she could go ahead and send letters to the candidates that were not qualified for the position.

The Board agreed that Ms. Ibiatorremendia should send the letters.

Ms. Ibiatorremendia stated the top 5 candidates were as follows:

Joe Helfenberger
Glenn Irby
Martin Murphy
Angela Hill
Bodgan Vitas

County Manager Helfenberger stated he had met with Lake City late last night and had been in meetings since 7:30 a.m. so unfortunately he had not had a chance to talk with the Commissioners. He stated Lake City had offered him a position and approved every term he had asked for. He stated he had accepted the offer. He stated this was a bitter sweet thing for him. He stated he had enjoyed working with the Commission and staff. He stated everyone was of high character and quality. He stated he felt the County had made some progress. He stated his last day would be July 26, 2018.

Chairman Ahern asked the Board if they wished to recess the meeting and speak with Mr. Helfenberger one on one. He asked if Mr. Helfenberger would consider remaining with the County.

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County Manager Helfenberger stated he did not want to pressure the Board in any way.

Ms. Ibietatorremendia asked County Manager Helfenberger if he would like to officially remove himself from the list of candidates for the County Manager position.

County Manager Helfenberger stated he would like to remove himself from the list of candidates.

Commissioner Storter Long stated she would not change her ranking otherwise.

Attorney Pringle stated Mr. Helfenberger had withdrawn application for the position and was no longer a candidate. He stated the Board could now take action on the remaining candidates.

Chairman Ahern asked that the next candidate on the list be added to the top 5. He asked how the Board wished to proceed.

Commissioner Storter Long suggested having an informal meet and greet with the top 5 candidates and then interviewing them.

Ms. Ibietatorremendia asked if the Board would like her to contact the top 5 candidates to see if they were still interested in the position.

Commissioner Storter Long suggested setting some tentative dates for the meet and greet and interviews so that if the candidates were still interested they could make arrangements to attend.

Attorney Pringle suggested that the Board now describe the process they wanted to use in moving forward. He stated the Board would also need to take official action to create the short list.

Commissioner Pryor suggested having the meet and greet earlier in the day and holding the interviews later that same day.

Chairman Ahern asked if one of the top 5 candidates was not interested how the Board would like to proceed. He stated the next 2 candidates were tied so there would be 6 top candidates.

It was the consensus of the Board to take the next 2 candidates if one of the top 5 was no longer interested.

Commissioner Storter Long stated at least one candidate had indicated that he did not wish to have his former employer contacted. She stated this man had already applied in another City. She asked if reference checks should be done now or if staff should wait until after the candidates were interviewed.

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Attorney Pringle stated the Board would not be bound by the candidate's request. He stated if the candidate was in the top 5 or 6 applicants then the Board could tell him that the next step was to contact his references. He stated the candidate could at that time decide whether or not he wished to proceed. He stated the Board would also need to decide whether or not it would be paying travel expenses for the candidates. He stated the Board was not required to hold the meet and greet in a public forum if the Commissioners would be meeting with the candidates on a one on one basis.

Angela Hill, candidate, stated references had not been requested in the RFP; however, she could submit those to Ms. Ibietatorremendia, if needed.

Attorney Pringle stated the top candidates would need to know that if they had not yet submitted their references they would need to do so now.

Ms. Ibietatorremendia stated there were some things missing from some of the applications. She stated she would now contact each candidate and ask them to turn in their waiver, cover letter, resume, or references. She asked if she should also do the employment check now for the top candidates.

Attorney Pringle stated the criminal background checks and reference checks would need to be done.

Ms. Ibietatorremendia stated she would also need the candidates' social security numbers and dates of birth in order to complete the criminal background checks.

Commissioner Storter Long stated she did not feel the background checks should be done until the Board had narrowed down the candidates. She commented on a scoring point that she believed Mary Ann Whitney, former Human Resources Director, had used when the Board had gone through this same process years ago.

Attorney Pringle explained what Commissioner Storter Long was requesting. He stated the references would be asked to score the candidate using a ranking of 1 through 5 and Ms. Ibietatorremendia would then compile this data and provide it to the Commisisoners.

Ms. Ibietatorremendia stated if the Board or Attorney Pringle would like to provide the questions she would be more than happy to make the telephone calls.

Chairman Ahern questioned the time period.

Ms. Ibietatorremendia stated she would attempt to contact the top candidates this afternoon and if not, by tomorrow morning. She stated she would request the missing information and references if they were not already provided. She stated she would give them a deadline of Monday morning. She stated she would proceed with the reference checks as soon as she received the questions from Attorney Pringle's office.

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Commissioner Storter Long stated Ms. Ibietatorremendia may need more time to do all of this.

Attorney Pringle suggested the Board hold a special meeting to conduct the interviews.

Commissioner Storter Long suggested holding the meet and greet and the interviews on July 30th.

It was the consensus of the Board to hold the meet and greet at the Training Center on July 30, 2018 at 9:00 a.m. followed by lunch and a special meeting to hold the interviews beginning at 2:00 p.m.

It was the consensus of the Board to have the candidates pay their own travel expenses.

Ms. Ibietatorremendia asked how the Commissioners would like to be informed if a candidate had dropped out.

The Commissioners all agreed that they would prefer to be emailed.

Commissioner Storter Long suggested Ms. Ibietatorremendia email the Commissioners once she had 5 or 6 candidates.

Vice Chairman Stanley requested that an explanation as to why the candidate dropped out be emailed as well.

ON MOTION of Commissioner Storter Long seconded by Commissioner Strenth the Board approved the accumulative ranking score as presented.

Motion carried by 5 – 0 vote.

ON MOTION of Commissioner Storter Long seconded by Vice Chairman Stanley the Board scheduled an informal gathering which would include individual interviews at the Training Center on July 30, 2018 at 9:00 a.m. to be followed by a Special Meeting at 2:00 p.m.; authorized staff to advertise the Special Meeting that will be open to the public; authorized staff to provide lunch; made the decision to have the applicants attend at their own travel expense; and authorized Ms. Ibietatorremendia to do reference checks on the top 5 applicants and verify their employment.

Motion carried by 5 – 0 vote.

Attorney Pringle stated all of the reference information and employment verification would be shared with the Commissioners prior to the Special Meeting on July 30th. He stated the informal meet and greet would include individual interviews beginning at 9:00 a.m.

Vice Chairman Stanley asked what the Board should do if an applicant could not attend the informal meet and greet but could attend the afternoon interview.

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Ms. Ibietatorremendia asked if the Board was going to require the applicants to attend the meet and greet. She stated she would contact Chairman Ahern for direction if this type of situation arose.

Attorney Pringle stated there would be another Board meeting on July 23rd and by then Ms. Ibietatorremendia would know who would be in attendance or if there were any issues that needed to be addressed.

Chairman Ahern asked that this item be placed on the next agenda.

Motion carried by 5 – 0 vote.

Vice Chairman Stanley asked if the Board would like to invite the Constitutional Officers to the meet and greet.

Ms. Ibietatorremendia stated she would invite them to attend the lunch.

Attorney Pringle asked that each Commissioner initial their rankings and make those documents a part of the record. He also asked that County Manager Helfenberger initial his withdrawal from the list of candidates.

CONSTITUTIONAL OFFICERS

Aletris Farnam, stated the political forums would be starting soon. She stated everyone would be invited. She stated they would begin on August 1st and there were 6 scheduled so far.

Sheriff Hardin thanked everyone involved with the rescue of a 61 year old female on July 5th. He stated the U.S. Coast Guard, Florida Wildlife Commission, Okeechobee County K-9, as well as Bill Matchikowski, had assisted with the search and rescue mission. He stated the lady had spent the night in the Hickpochee Swamp but had been successfully rescued.

DEPARTMENT HEADS

Archie Branch, Interim Public Works Director, stated the Road Department was conducting business as usual. He stated they were doing some tree trimming and cleaning of some major ditches within the City and County. He stated the Parks Department was behind because of the grass and the rain; however, they were stepping up on the mowing. He stated the spraying had been increased somewhat because of the weather.

Chairman Ahern commented on the repairs done on Jack's Branch road.

Mr. Branch stated a contractor had been out last week regarding some other repairs on the curve in Loblolly Bay Road, Jack's Branch, and CR 731. He stated as soon as he received the bids he would inform the Board.

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Chairman Ahern asked about Cowgirl Way.

Mr. Branch stated he had visited the area yesterday. He stated the transitions were bad. He stated he had contacted the company to come out and meet him there, but they had not yet done so. He stated where the transitions started and stopped were bad, the centers were thin, and the stripping was not good. He stated there were also some issues with the road that goes into the Port LaBelle Inn. He stated he was not sure if the contractor had completed all of the work outlined in the contract. He stated it appeared to be an overlay and the stripes had been put back for safety reasons until the second run could be completed.

Commissioner Storter Long thanked Mr. Branch for stepping up to the plate during these past few difficult weeks.

Angela Snow-Colegrove stated she was continuing to do FEMA paperwork and that the process was going to take a little longer than expected.

COUNTY ATTORNEY

There was no discussion.

COUNTY MANAGER

County Manager Helfenberger stated he continued to try to wrap up as many issues as possible before leaving.

Chairman Ahern stated he hated to see Mr. Helfenberger leave and that he appreciated all he had done for the County.

County Manager Helfenberger stated it had been a real pleasure to work with the Commission and staff in Glades County. He stated the County had a really good group of people to work with.

Chairman Ahern questioned the feasibility study for the waste water south of town.

Mr. Helfenberger stated the study would be looking at the Hwy 27 corridor, in particular the sewer infrastructure. He stated the initial map had not included both sides of the highway. He stated he had asked that the map be revised. He stated this afternoon's meeting at 2:00 p.m. would be a Department of Economic Opportunity Roundtable and approximately 20 State Administrators, Department Heads, and the Commission would be present. He stated the County would be asking for help and ways to fund improvements in Glades County. He stated most projects required a grant to fund. He stated the Federal Payment in Lieu of Taxes (PILT) had come in around \$700.00. He stated he felt the County needed to be flexible but felt there were ways the DEO could help. He stated he felt the County needed assistance with grants, development of the highway frontage area, and the Casino payments/State Compact. He stated the County

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was mandated by the State to provide the services, yet the County did not receive the money for providing those services.

Chairman Ahern commented on the initial meeting regarding the feasibility study. He stated the meeting had gone well.

Commissioner Storter Long asked if there was any change in the employment at the Road Department.

County Manager Helfenberger stated the situation was still being investigated.

PUBLIC INPUT ON NON-AGENDA ITEMS

There was none.

COMMISSIONERS ITEMS AND COMMENTS

Commissioner Strenth thanked Mr. Helfenberger for his assistance. He stated the Lakeport Community Association's first 4th of July celebration had turned out very well despite the weather. He stated there were approximately 60 citizens in attendance.

Vice Chairman Stanley informed everyone that Tom Vallee had passed away. He stated Mr. Vallee was the volunteer Fire Chief in Buckhead Ridge. He stated Mr. Vallee's funeral services were attended very well. He stated Mr. Vallee would be missed. He stated he had attended a Florida Heartland Economic Region of Opportunity (FHRO) meeting yesterday and the Board had voted to do a job analysis for the area. He stated the results would be added to the web page upon receipt.

Commissioner Storter Long stated it had been a pleasure working with Mr. Helfenberger. She stated she had enjoyed the Florida Association of Counties (FAC) Annual Conference. She stated the Ortona Community Association now had a telephone. She stated she had conferred with Mrs. Whidden regarding the agenda cut-off times. She stated she believed Mrs. Whidden needed to be recognized for her efforts. She stated the cut-off day had been Wednesday at noon; however, the Commissioners were doing things electronically and not able to see the agenda until Monday. She suggested the cut-off day be backed up. She stated the agenda could always be amended if needed. She stated the agenda and supporting documents took time to be compiled, scanned, and uploaded on the internet. She stated she did not want to see the entire agenda held up because of one thing. She stated Mrs. Whidden agreed with the idea. She stated again that Mrs. Whidden needed to be recognized for stepping up to the plate and working through the transition with the interim County Manager.

Commissioner Pryor commented on attending the FAC Annual Conference. He stated it had gone well. He stated it had been a pleasure to work with Mr. Helfenberger. He stated the Policy Conference for FAC would be held on September 27, 2018. He asked that any new policy ideas be drafted so that they could be discussed at the conference.

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Chairman Ahern stated he had also enjoyed the FAC Annual Conference. He stated he appreciated all of the hard work Mr. Helfenberger had done for the County and wished him well. He reminded everyone of the Budget Hearing following this meeting.

ADJOURN

ON MOTION of Commissioner Pryor seconded by Vice Chairman Stanley the Board adjourned the meeting.

Motion carried by 5 – 0 vote.

There being no further discussion, Chairman Ahern adjourned the meeting at 11:48 a.m.

John Ahern, Chairman

ATTEST:

Sandra H. Brown, Clerk of the Circuit Court

Approved: August 14, 2018

THESE MINUTES ARE NOT A VERBATIM RECORD. TAPES ARE AVAILABLE FOR ANYONE INTERESTED IN LISTENING TO THE ENTIRE MEETING.