

MINUTES OF THE GLADES COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING ON TUESDAY, DECEMBER 18, 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, December 18, 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
Sandra H. Brown, Clerk of Court
Martin Murphy, County Manager
Richard Pringle, County Attorney
Bob Jones, Public Safety Director
Connie Vanassche, CAS Governmental Services
Cindy Ricker, SHIP Coordinator
Gabrielle Ibietatorremendia, Human Resources Director
David Hardin, Glades County Sheriff
Tiffany Patterson, Finance Director
Dale Milita, CAS Governmental Services
Chris Felker, Okeechobee County News
Archie Branch, Public Works Director
Susan BuChans, Community Development Director
Aletris Farnam, Supervisor of Elections
Gene Schriener, President – Craig A. Smith & Associates, Inc.
6 citizens

CALL TO ORDER

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

PRAYER

Dale Milita gave the invocation.

PLEDGE

Sheriff Hardin led the Pledge of Allegiance.

AGENDA AMENDMENTS

Note: Unanimous Board Action is required to amend agenda for official vote.

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Commissioner Storter Long requested that a discussion regarding office closures on New Year's Eve – December 31st be added to the agenda.

ON MOTION of Commissioner Storter Long seconded by Commissioner Pryor the Board amended the agenda as stated.

Motion carried by 5 – 0 vote.

PRESENTATIONS / AWARDS

1A. Presentation by the Florida Tobacco Cessation Alliance

Kurt Goerke, American Lung Association - Florida Tobacco Cessation Alliance, presented a plaque to the Glades County Sheriff's Office for the Silver Level Wellness Award. He read the plaque inscription into the record.

PUBLIC HEARINGS

1. Resolution 2018- Electing to use the Uniform Method of Collection a Non-ad Valorem Special Assessment(s) levied within the County

Attorney Pringle stated the Board had previously asked him to go through the preliminary steps to notice the public hearing required by Florida law for 4 consecutive weeks. He stated this public hearing had been properly noticed. He stated this hearing was not to approve or impose a non-ad valorem assessment but to merely state the County's intention to consider imposing a non-ad valorem assessment for either fire protection services or emergency rescue services in the upcoming calendar year. He stated statute required the Board to hold this public hearing and adopt this resolution on or before December 31st. He stated the Tax Collector and Property Appraiser would be noticed after adoption.

Attorney Pringle read the title of the Resolution into the record.

Chairman Ahern called for public comment. There was none.

Commissioner Pryor stated he was still not ready to tax the people of Glades County for fire services. He stated if one of the communities in the County wished to implement a special district they could pursue that. He stated he could not see the benefit of taxing everyone in the County. He asked how many fire fighters would be needed to see a benefit.

Commissioner Strenth stated he did not believe special districts would work for Glades County because of how wide spread the communities were.

Vice Chairman Stanley stated the Board would be holding a workshop on this issue after the next Board meeting in January. He stated he did not see any sense in discussing this issue right now.

Commissioner Storter Long stated the Board could not even consider a special assessment if this resolution was not passed.

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ON MOTION of Commissioner Storter Long seconded by Commissioner Strenth the Board adopted Glades County Resolution No. 2018- 20, electing to use the Uniform Method of Collection a Non-ad Valorem Special Assessment(s) levied within the County; stating a need for such levy; providing for the mailing of this resolution; providing for scrivener’s errors; providing for conflicts; providing for liberal construction; providing for severability; providing for an effective date; and authorized the Chairman to sign on behalf of the Board.

Chairman Ahern took a roll call vote:

Commissioner Strenth - Yes
Vice Chairman Stanley – Yes
Commissioner Storter Long – Yes
Commissioner Pryor – No
Chairman Ahern – Yes

Motion carried by 4 – 1 vote.

Commissioner Pryor voted against the motion on the floor.

CONSENT AGENDA

- 2. Approved payment of County Warrants (Exhibit A)**
General Fund: 84686 – 84729; 84731 – 84792
ACH Payments: 86-89
Buckhead Ridge Utility: 243
SHIP: 1769 – 1773
Tourism Development Council: 1067 – 1069
E911: 124
Intergovernmental Radio: 10369 - 10370

ON MOTION of Commissioner Storter Long seconded by Commissioner Pryor the Board approved the Consent Agenda items.

Chairman Ahern noted that there were several expenses listed for “Water” Park instead of “Washington” Park.

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

- 3. Resolution 2018- Relating to the 2019 Legislative Session**

Chairman Ahern stated the sewer going south of the River down the Hwy 27 corridor had been left off of the list.

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Connie Vanassche, CAS Governmental Services, stated there was a consensus at the last CCPWA meeting to move forward with a local funding request through the legislature for that project. She stated she had been working with Mr. Schriener and his staff to come up with a scope of work and a cost estimate. She stated there were 200 septic tanks in the northeast section and the cost would be over \$4 million dollars. She stated she had talked with Mr. Schriener about phasing the project to bring the County into a more fundable range. She stated a lift station and forced main would be required first.

Gene Schriener, President – Craig A. Smith & Associates, Inc., showed a phasing approach map. He stated each section would cost less than \$1 million.

Mrs. Vanassche stated the other part of the equation would be to get the County prepared for its legislative delegation. She stated the House and the Senate forms must be filled out and submitted as a part of the County's delegation package. She stated these packages needed to be submitted before the delegation hearing. She stated the House deadline for any local funding project request was February 5th. She stated Representative Pigman's staff would need time to input the request in their portal. She suggested submitting the package as soon as possible. She stated she was not sure how much the County wanted to ask for with the Hwy 27 infrastructure project.

Chairman Ahern stated the exact amount was an unknown at this time. He stated the airport project was becoming a reality pretty quick.

Mrs. Vanassche asked if the Board would like to add the Hwy 27 infrastructure project to the resolution.

It was the consensus of the Board to add the Hwy 27 infrastructure project to the resolution.

Vice Chairman Stanley asked what the chances were that the County would receive appropriations for the proposed Muse Public Safety Building.

Mrs. Vanassche stated Hurricane Michael had costs the State a lot of money. She stated she was not sure if the County would receive any appropriations for the building but would certainly ask.

Chairman Ahern asked if the list needed to be prioritized.

Mrs. Vanassche stated the list could be prioritized if the Board wished. She stated she would need to know what the Board's priorities were.

Sandra H. Brown, Clerk of Court, stated several years back when the Board did its legislative resolution, the Clerks' had a proposed bill that the Board had supported. She stated this year the Clerk's Association would be proposing a new bill to try and correct the formula of how the Clerk's budgets were funded. She stated over the past 6 – 8 years

the Clerks' budgets had been cut by approximately \$40 million. She stated a Revenue Estimating Committee estimated the Clerks' revenues for the year and this was what the budgets were figured on, even though the Clerks' brought in more revenues they were not allowed to use them. She stated these revenues were swept back to the State's general fund. She stated her budget had been cut \$40,000.00 this year even though traffic fines were way up. She asked that the Board consider adding support of the Clerks' Bill into the resolution.

It was the consensus of the Board to add support of the Clerks' Bill into the resolution.

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

ON MOTION of Commissioner Storter Long seconded by Commissioner Pryor the Board adopted Glades County Resolution No. 2018- 21, relating to the 2019 Legislative Session, as amended; added the US Hwy 27 corridor utility project and support of the Glades County Clerk of Court's legislative issues; and authorized the Chairman to sign on behalf of the Board.

Motion carried by 5 – 0 vote.

4. Satisfactions of CDBG and SHIP Mortgages

Cindy Ricker, SHIP Coordinator, stated she had 4 applicants who had successfully completed the CDBG and SHIP program requirements and were ready for satisfaction.

ON MOTION of Commissioner Pryor seconded by Vice Chairman Stanley the Board approved the satisfaction of the below listed mortgages and authorized the Chairman to sign on behalf of the Board:

- Hubert and Cynthia Bustin – SHIP in the amount of \$30,000.00 recorded at OR Book 278 Page 112
- Francisco and Eulio Cardenas – SHIP in the amount of \$30,000.00 recorded at OR Book 279 Page 123
- Francisco and Eulio Cardenas – CDBG in the amount of \$27,500.00 recorded at OR Book 278 Page 878
- Francisco and Eulio Cardenas – CDGB in the amount of \$29,576.50 recorded at OR Book 278 Page 276

Motion carried by 5 – 0 vote.

5. Award Bid for RFP 2018-Disaster-1-Thatcher-Rehab

Ms. Ricker stated 2 bidders had responded to this RFP. She stated one bid was from American Construction in the amount of \$24,880.00 and the other from LaBelle Construction in the amount of \$26,000.00.

Vice Chairman Stanley asked if these were Guaranteed Maximum Prices.

Commissioner Storter Long asked if Guaranteed Maximum Price language should be included in the contract.

Attorney Pringle stated the language should be added.

ON MOTION of Vice Chairman Stanley seconded by Commissioner Strenth the Board awarded the bid for RFP 2018-Disaster-1-Thatcher Rehab to American Construction in the amount of \$24,880.00 (Guaranteed Maximum Price) and authorized the County Manager and SHIP Coordinator to execute the contract on behalf of the Board.

Motion carried by 5 – 0 vote.

6. Award Bid for RFP-2018-Demo/Rebuild-2-Gillette

Ms. Ricker stated this was a moderate income family that had been awarded \$60,000.00. She stated the applicants would be providing the rest of the funds for the construction of this home. She stated 2 bids had been received. She stated one was from Mossel-Hodges Construction in the amount of \$171,320.00 and the other was from Neal Long Construction in the amount of \$208,000.00.

Chairman Ahern asked if the Gillette's had looked at the bids.

Ms. Ricker stated she had informed them of the bids. She stated they did have the additional funding already in place. She stated the funds were tight and the applicants may choose to make some changes to the plans.

County Manager Murphy asked if the applicants funds would be expended first and then the County's funds.

Ms. Ricker stated this was correct. She stated when she initially sat down with the applicants she had included all of their assets and used the formula to determine the award amount. She stated at the time the applicants owned a home in North Carolina. She stated there would be some fees that would come out of the \$60,000.00, such as the appraisal and home counseling.

Commissioner Storter Long questioned the Board determining who would build the home when the County was only putting up \$60,000.00 of the full construction price.

Ms. Brown questioned who would hold the funds until they were expended. She stated the additional funds could not be comingled with SHIP funds.

Attorney Pringle stated there were 2 different topics being discussed. He stated the first was whether or not the County was going to award a SHIP grant in the amount of \$60,000.00 to the applicants. He stated the second topic was who would be entering into the agreement with the construction company to build the house and what level of involvement would the County have in that process. He stated he was not sure the County had a binding position in that contract. He stated he believed the Board would

approve the grant and that would be it. He stated the applicants would then enter into the agreement with the construction company and would be money at risk for the balance. He stated he believed the County could enter into an agreement with the applicants that stated no checks would be cut until the end of the project. He stated the applicants would have to expend their funds first. He stated the County was funding a part of a construction purchase price; however, the County was not the purchaser or contracting party in the construction agreement.

Ms. Ricker stated in most cases all three parties signed the mortgage agreement.

Ms. Brown asked if the \$60,000.00 would be paid to the contractor.

Ms. Ricker stated this was correct. She stated the funds were never paid to the individual.

Attorney Pringle stated there would be a 3 party agreement that had specific language in it that stated that the County's risk would not exceed \$60,000.00 and would then describe the County's payment procedures.

Commissioner Storter Long suggested approval subject to review by legal counsel.

Ms. Ricker suggested having the bank set up an escrow account to hold the funds.

Attorney Pringle stated the agreement language would bind the County. He stated he would want to make sure that the agreement stated that the County's maximum exposure would be \$60,000.00 and specific language on how the County's proceeds would be paid out.

Ms. Ricker stated the funds would be distributed according to a draw schedule. She stated there was a bond payment so the County had that protection also.

Commissioner Pryor asked why the Board would be giving someone \$60,000.00 that already had \$111,000.00 cash to spend.

Ms. Ricker stated the applicants did fit the criteria and met all of the financial requirements.

ON MOTION of Commissioner Storter Long seconded by Vice Chairman Stanley the Board approved RFP 2018-Demo/Rebuild-2-Gillette in an amount not to exceed \$171,320.00 with Mossel-Hodges Construction and authorized the SHIP Coordinator and Chairman to sign the contract after review by the County Attorney for legal sufficiency and protection of the County.

Motion carried by 5 – 0 vote.

7. Hotel Site Development Project

Attorney Pringle stated he and Chairman Ahern had been involved in negotiations with New Moore Haven, LLC for the purchase and development of the hotel site property. He stated the Chairman wanted to protect the County's interest in making sure that a hotel and restaurant were constructed on the site. He stated New Moore Haven, LLC wanted to acquire ownership of the property free and clear with a payment of cash and then be able to be self-controlled on the future developments on the property. He stated a ground lease arrangement had been negotiated. He stated the ground lease would describe actions that the tenant would have to satisfy. He stated they would have to provide design and construction documents, third party financing documents, and hotel franchise documents. He stated they would then have to construct the hotel/restaurant and obtain a certificate of occupancy. He stated the property would then be conveyed to New Moore Haven, LLC. He requested that the Board authorize completion of negotiations for a ground lease agreement. He stated the agreement had as many protections as he could put into a ground lease to protect the County. He explained that if the Board approved all of the documents mentioned above then the project would proceed.

ON MOTION of Commissioner Storter Long seconded by Commissioner Pryor the Board approved the use of a ground lease to New Moore Haven, LLC; authorized Chairman Ahern, Attorney Pringle, and County Manager Murphy to negotiate the remaining terms of a ground lease with New Moore Haven, LLC; and authorized Chairman Ahern, or his designee, to execute the finalized ground lease agreement.

Motion carried by 5 – 0 vote.

8. Discussion regarding office closures on New Year's Eve (this item was added to the agenda by amendment)

Chairman Ahern stated all State offices/agencies would be closed on New Year's Eve and asked if the Board would like to also close the County's offices.

Ms. Brown stated she would have a skeleton crew in her office. She stated Gail Jones, Tax Collector, and Lori Ward, Property Appraiser, would also have a few employees coming in to work.

ON MOTION of Vice Chairman Stanley seconded by Commissioner Strenth the Board closed all County Offices on Monday, December 31, 2018 (New Year's Eve).

Motion carried by 5 – 0 vote.

CONSTITUTIONAL OFFICERS/DEPARTMENT HEADS

Ms. Brown stated the deed to the Okeechobee Utilities Authority for the sewage treatment facility in Buckhead would be recorded today. She stated Mr. Conley had prepared the deed and Chairman Ahern had signed the deed yesterday. She stated this action had previously been approved by the Board.

Mr. Branch stated his crew had recently started pressure cleaning the community buildings. He stated the library and Doyle Conner buildings had been pressure cleaned

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as well. He stated the old boat that was located in the Bowden Subdivision canal had been removed. He stated the property at 1163 Latum Belle had been demolished and cleared. He stated he was still waiting on permission from the adjacent landowner to demolish and clean the rest of the property. He stated he was approximately 60% done with cleaning up the River on the east side. He stated he had met with US Sugar last week regarding cleaning up Tobias Avenue from SR 78 to the rail road tracks. He stated he had obtained written permission from US Sugar to remove the fence and cabbages alongside of the road so that the County could maintain its ditch to the top of the road. He stated the pasture land had been purchased on the Raulerson's property and he had spoken with the new owner. He stated he had also given permission to clean the ditch on his right of way.

Sheriff Hardin reported that there were 410 inmates in the facility as of this morning. He recognized Mrs. Teresa Coco for her efforts with the Students Working Against Tobacco Program. He stated Mrs. Coco did a tremendous amount of work with the student population in Glades County. He stated Aletris Farnam, Supervisor of Elections was also a part of this program.

Mrs. Farnam stated she was still wrapping up reports from the recent election. She stated she had received notice that Amendment 4 had passed. She stated this amendment would allow felons who had served their time to fill out an oath and register to vote. She stated this would begin on January 8th.

Susan BuChans, Community Development Director, gave an update on the derelict boats issue. She stated FWC had issued its next application process for its grants. She stated this grant period would run from January 2, 2019 through February 15, 2019. She stated she would be submitting an application. She stated based upon the FWC investigation into the 4 derelict boats located in Glades County waterways, only 1 of them was considered eligible for the grant. She stated one of the boats was on private property and Commissioner Storter Long had asked what FWC's criteria was for private property. She stated she had checked Florida Statute and could not find any reference. She stated she had contacted an FWC Officer and he had explained that private property was a policy they had enacted. She stated FWC only dealt with vessels located within the navigable waterways of the State. She stated she had also turned the 4 vessels into the Corps of Engineers; however, the Corps had indicated that the boats were not within their jurisdiction.

Commissioner Storter Long stated the vessel was located on the waterway and asked if the Corps could be cited.

Attorney Pringle asked if the Corps was the uplands owner.

Commissioner Storter Long stated they were not.

Mrs. BuChans stated the vessel located in the Caloosahatchee at Lake Hicpochee was the only vessel that would qualify for the grant. She stated the vessel was already in the

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State database. She stated the other 2 vessels were moored or tied to someone else's property. She stated these vessels would be handled through Code Enforcement.

Attorney Pringle stated action could be brought against the owner of the vessel.

Commissioner Storter Long thanked Mrs. BuChans for her efforts with this matter.

Chairman Ahern asked if Mrs. BuChans had any updates on the work that the Code Enforcement Officer was doing throughout the County.

Mrs. BuChans stated he would be working in the Palmdale area today.

Bob Jones, Public Safety Director, stated FEMA would be requesting that the State release the relief funds from Hurricane Irma. He stated the funds amounted to approximately \$1.5 million and were sitting at the State level.

COUNTY ATTORNEY

Attorney Pringle stated the Madrid SHIP foreclosure action had been resolved. He stated a mortgage modification had been done and had extended the time frame on the mortgage for one year. He stated the Professional Services Agreement with Craig A. Smith for the Washington Park Sewer Project had been executed. He stated there were several land use cases that were working their way through Planning & Zoning and would be coming to the Board for consideration in the near future. He stated there was a project down by the new airport that was coming, a residential project on Hwy 78 North, and a RV Park approval project across the River.

COUNTY MANAGER

County Manager Murphy stated Total Fire Protection had made the necessary repairs to the fire line at the Training Center.

Chairman Ahern stated some of the stuff that was done to begin with was done incorrectly and had to be repaired. He stated County Manager Murphy would be in contact with Wright Construction to see who the sub-contractor was that did the work improperly.

Mr. Jones explained what repairs were done.

Commissioner Storter Long requested that the Personnel Policy Review Committee reconvene and move forward with reviewing the policies and job descriptions. She stated the bids for having an outside firm do both had come in at \$30,000.00. She stated she believed that with PRM and Mr. Murphy's professional review staff could do this on their own.

County Manager Murphy stated when the RFP was put together he had included both the revision of the policy manual and the review, update, and creation of job descriptions. He stated some of the companies that had reported interest in responding to the RFP had stated that they had never received it. He stated unfortunately the email addresses that

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were provided were not correct. He stated only one response had been received in an amount of \$30,000.00. He stated he had since taken the job description portion of the RFP out and he had directed the HR Director to attempt to create, review and update the job descriptions. He stated he would be sending the RFP out again after the holidays and hope for a better response.

Commissioner Storter Long stated she believed the review committee was capable of doing the review of the policy manual. She suggested PRM be allowed to review the manual.

Commissioner Pryor suggested using the Florida Association of Counties as well.

County Manager Murphy stated it was a pretty important document and the scope that the previous committee was working on was far too narrow. He stated it was important that the County have a much broader and comprehensive document. He stated he had asked the consultant to develop a new Personnel Policy Manual. He stated what the County had now was sorely deficient.

Commissioner Storter Long expressed concern with writing a new manual.

Commissioner Strenth questioned wasting time and money on people that we thought knew what they were doing when the County could pay someone that does this for a living. He stated a consultant could do this right the first time.

Vice Chairman Stanley stated the policy would need to be written and legal. He stated right now the County did not have a Travel Policy. He stated the policy we had was archaic. He stated he did not see a problem with going out for more bids.

Ms. Brown stated she was not sure who originally drafted the current Personnel Policy but there were a lot of revisions needed. She stated there were several policies that had been recently adopted by the Board that were not included in the Personnel Policy.

County Manager Murphy commented on the poor response that was received.

Chairman Ahern, Commissioner Strenth, Commissioner Pryor, and Vice Chairman Stanley all agreed that professional help should be sought.

Commissioner Storter Long asked for a copy of the RFP.

County Manager Murphy stated he would provide Commissioner Storter Long a copy of the RFP.

PUBLIC INPUT ON NON-AGENDA ITEMS

There was none.

COMMISSIONERS ITEMS AND COMMENTS

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Commissioner Strenth wished everyone a Merry Christmas and Happy New Year. He commended County Manager Murphy on doing a great job for the County.

Vice Chairman Stanley invited everyone to attend the Homeowners' Association meeting at Buckhead Ridge on the 27th beginning with a potluck dinner at 6:30 p.m. with the meeting to follow at 7:00 p.m. He also invited everyone to attend the boat parade on Sunday beginning at 12:30 p.m. and a golf cart parade on Saturday night.

Commissioner Storter Long asked if any changes had been made regarding the Access Road.

Vice Chairman Stanley stated County Manager Murphy had spoken with the Corps and Water Management District and had told them that the County would give up the right of way along the corridor of Hwy 78 but would like some property left in the Buckhead Ridge area for improvements. He stated he had not heard anything from them since.

County Manager Murphy stated they had indicated to him that the County should be getting a letter prior to the end of the year that would include a map that would delineate the area that they feel they could make available for private development.

Commissioner Storter Long stated the Ortona Community Association would be hosting its annual Adult Christmas party on Thursday night. She stated the Children's party had been held on Saturday night. She stated the spaghetti dinners would begin again in January. She wished everyone a Merry Christmas.

Commissioner Pryor wished everyone a Merry Christmas and stated it had been a pleasure working with everyone this past year.

Chairman Ahern stated there had been some questions raised about the Good Wheels budget and what services they were providing. He stated they had not received their federal funding and were only doing emergency transports at this time. He stated he had spoken with Senator Albritton's office yesterday and had asked them to check into the situation and get him an update.

Bonnie Driggers, resident of Lakeport, stated she was trying to sale a piece of property and was having difficulty. She stated she had tried to get in touch with Attorney Pringle to no avail. She stated she had received a letter from the Planning & Zoning Department last week informing her that the lot was not a legal lot. She questioned how the property was purchased in 2004 on a SHIP loan and deemed legal at that time. She stated a full title search had been done. She stated Okeetantie Title had done an updated title search and found that there were some encroachments that would need to be taken care of. She stated she believed this could be done by vacating the road. She questioned how it was sold to begin with if it was not a legal lot.

Chairman Ahern asked that Attorney Pringle take a look at the letter and what information Mrs. Driggers had to see if he could help her.

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Vice Chairman Stanley stated he hoped that in the next year the Board could adopt a Code Enforcement Policy that was enforceable. He stated there was a home in Buckhead Ridge that had been vacant since the homeowner passed away. He stated no one had been paying the taxes and the yard was overgrown. He stated the trailer had sat vacant for 4 years and had been in perfect shape; however, over the years trees had grown through the roof. He stated no one was taking care of these properties. He suggested having contractors come in and mow and liens be placed against the property. He stated once they reached a certain amount they could be foreclosed on.

Commissioner Storter Long stated this was a good point. She suggested getting a professional to review the Code Enforcement Policy and get it up to date.

Chairman Ahern agreed. He stated this was a county wide problem. He asked that this item be placed on the next agenda. He wished everyone a Happy Holiday and reminded the Board of the Christmas luncheon following the meeting.

ADJOURN

ON MOTION of Commissioner Pryor seconded by Commissioner Strenth the Board adjourned the meeting.

Motion carried by 5 – 0 vote.

There being no further discussion, Chairman Ahern adjourned the meeting at 11:16 a.m.

John Ahern, Chairman

ATTEST:

Sandra H. Brown, Clerk of the Circuit Court

Approved: January 8, 2019

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