



**CITY COMMISSION OF THE CITY OF PAHOKEE
COMMISSION WORKSHOP MINUTES
Tuesday, November 25th, 2014**

Pursuant to due notice the regularly scheduled Commission workshop meeting was held in the Commission Chambers at 360 E. Main St., Pahokee, Palm Beach County, Florida on November 25, 2014.

The meeting was called to order by Mayor Walkes at 6:09 p.m.

Official attendance was recorded as follows:

<u>Roll Call:</u>	Mayor Colin Walkes	Present
	City Commissioner Keith Babb	Present
	Commissioner Allie Biggs	Present
	Commissioner Felisia Hill	Absent
	Vice Mayor Diane Walker	Present
	Acting Interim City Manager Arthur Ivester	Present
	City Attorney Gary Brandenburg	Absent
	Sergeant At Arms Lt. Luty	Present
	City Clerk Anika Sinclair	Present

Topic:

Commission Meeting Agenda, November 25, 2014

Changing of the Guards

Captain Luty advised he has been promoted to Captain and he is replacing Captain Wallace. He stated he will remain in the Glades area; however, Lieutenant Picciolo will be his replacement as Sergeant at Arms.

Deletions

The following items were removed from the agenda:

Approval of Minutes

Regular Scheduled Commission Meeting – October 28, 2014

Presentations

Employee of the Quarter – Nylene Clarke

Director of the Quarter – Anika Sinclair

Presentations

Regine Cordon – Palm Healthcare Foundation – Interim City Manager Ivester advised Regine Cordon would like to formulate a Town Hall Meeting to discuss Healthier Together.

Mary Evans, Tri-Cities Education Coalition - Pahokee Elementary and KEC Canal Point Elementary FCAT Level 5 Certificates – Interim City Manager Ivester advised Mary Evans will present FCAT Level 5 Certificates.

Caroline Kennedy, CPK1, Inc. – Interim City Manager Ivester advised Caroline Kennedy will discuss the truck traveling through the City via the Bacom Point Road and Main East Street. CPK1, Inc. has a contract to do work on the Herbert Hoover Dike and would like to drive through the City and support the gas stations, the food, and other businesses.

City Clerk Sinclair advised that the City of Pahokee does not have an ordinance for a truck route. It is Florida Department of Transportation's (FDOT's) policy that the trucks do not come in through the City.

The Commission discussed the City having an ordinance that allows trucks to come into the City to do business, such as, to buy gas, food, etc.

Commissioner Biggs advised the City of Pahokee does not have authority, regarding the truck route. It is FDOT's responsibility to give that authority.

Interim City Manager Ivester advised the Staff have given the information to Caroline Kennedy, so that she may contact FDOT.

Commissioner Babb advised there may have been a working agreement with Palm Beach Sheriff's Office (PBSO) to enforce the truck restrictions.

Mayor Walkes stated the Commission may have to contact FDOT, regarding the matter.

Pastor Patricia Wallace – Donation – Lift Station – Cafeteria Rental – Mayor Walkes inquired about the lift station.

City Clerk Sinclair stated Palm Beach County assisted to get the Lift Station operational; therefore, they sent an agreement to the City of Pahokee and to Pastor Wallace to complete the process and Pastor Wallace, the church, to assume the responsibility. The City of Pahokee signed off on the agreement. Palm Beach County Water Utilities Department provided an engineer to certify the lift station. City Clerk Sinclair advised she is not sure if Pastor Wallace signed the agreement.

Employee of the Quarter – Mr. Richard Brown inquired about the Employee of the Quarter selection.

Assistant Interim City Manager Washington advised the staff submits a candidate name. Most of the time, if the majority rules, then the Directors will proceed with the selected candidate. In the past, if one department won all of the time, then the City would alternate to a different department, just to be fair. There is a form with criteria that staff submits with their candidate's name on and their reasoning for choosing the candidate.

City Clerk Sinclair advised the City Manager is normally the one who makes the final decision.

Old Business

Gymnasium Renovation Project – Mrs. Paschal, Director of Parks and recreation, advised Palm Beach County went out for bid, for exterior doors. The bid came in at \$69,000 and was awarded to Andria Construction Company.

Mayor Walkes requested for Mrs. Paschal to request a copy of all of the bids that were received.

Florida Youth Chamber of Commerce Charity – Gregory Cleveland – Interim City Manager Ivester stated he has followed up with Mr. Cleveland regarding the Florida Youth Chamber of Commerce. Mr. Cleveland was looking for an office location in the City and he provided Mr. Richard Keen's contact information.

Total Building Needs, Inc – Roy Dan – Interim City Manager Ivester advised he has contacted Mr. Roy Dan, but he was not available.

City Manager Selection Committee – Interim City Manager Ivester advised the five (5) candidate names are as follows: Carl Morrison Sr., Regina Bohlen, Julia Hale, Johanna Court, and Lisa Bonnel.

Commissioner Babb inquired if the process has been formulated.

City Clerk Sinclair stated the process is as follows: Application deadline is December 4, 2014. On Monday, December 8, 2014, the selection committee will receive all resumes. The Commission will direct the City Manager Selection Committee as to the number of applicants for interview.

Mayor Walkes suggested that the City of Pahokee reach out to the Palm Beach League of Cities or Rough Riders, in regards to expertise and guidance in the City Manager Selection Committee process.

Assistant Interim City Manager Washington advised guidelines can be put into place based on the job description.

Commissioner Biggs suggested that the Commission submit qualifications and characteristics that they would like to see in a City Manager, to staff.

Mayor Walkes stated he has reached out to several of the applicants and some of the applicants have reached out to him. He suggested that the Commission reach out to the City Manager Selection Committee to inform them of the qualifications and characteristics that are ideal in a City Manager. He advised dates for a Special Meeting would have to be determined.

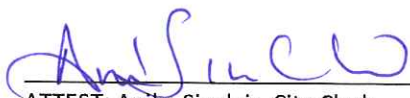
Ms. Frost suggested that the Commission gives the City Manager Selection Committee guidelines as to what they are looking for in an applicant and that the City Manager's contract should be reviewed carefully, prior to employment.

New Business

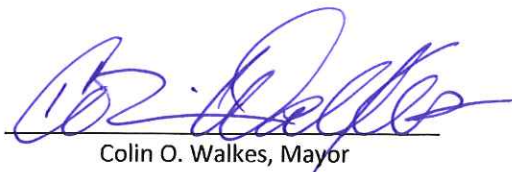
Mayor Walkes read Resolution 2014 – 53 and Resolution 2014 – 54 into record.

Resolution 2014 – 54 – Interim City Manager Ivester advised the City of Pahokee met with Southern Waste Systems (SWS), in regards to the contract. The contract with SWS will remain the same for this Fiscal Year, increasing one percent (1%) each year, for a maximum of five (5) years. After the five (5) years are complete, there is an option for a two year renewal, contingent upon both parties (SWS and the City of Pahokee). SWS is to develop an email address where complaints can be lodged. SWS will have 48 hours to respond to the complaints. If complaints are not dealt with, within 48 hours, then the City of Pahokee will fine SWS \$100 per residential complaint and \$200 per commercial complaint.

There being no further business to discuss, Mayor Walkes adjourns the meeting at 7:02 p.m.



ATTEST: Anika Sinclair, City Clerk



Colin O. Walkes, Mayor