

**CITY OF PAHOKEE  
MINUTES  
REGULAR COMMISSION MEETING  
Tuesday, January 22, 2008**

Mayor J. P. Sasser called the meeting to order at 7:30 P.M. in the 2<sup>nd</sup> Floor Commission Chambers of City Hall, 171 North Lake Avenue, Pahokee, Florida.

**Invocation:**

Commissioner Biggs delivered the invocation followed by the Pledge of Allegiance.

**Roll Call of Elected Officials:**

Mayor J.P. Sasser	Present
Vice Mayor Henry Crawford	Present
Commissioner Allie Biggs	Present
Commissioner Keith Babb	Present
Commissioner Diane Walker	Present

**Others in Attendance:**

Art Ivester (Cemetery Director), City Clerk Raquel Diaz, Interim City Manager/City Attorney Mimi McAndrews, Sergeant at Arms Lt. Ray Alonso, Finance Director Derrek Moore, Flavy Todd (Todd Realty), M/M Gallo, Susan Feltner, Dipak Parekn, Kokeysia Foster, Mr. Dorbrow, A. J. Johnson and Regina Bohlen

**Additions, Deletions and Approval of Agenda Items:**

Cassette tape was destroyed and the information lost.

**Approval of the Minutes:**

No minutes available.

**Consent Agenda:**

Commissioner Babb moved to approve the Consent Agenda, and Commissioner Biggs seconded it and the motion was approved unanimously. Commissioner Babb pointed out that there was good detail on the consent agenda.

**Departmental Report:**

Interim City Manager McAndrews said that each of the people who have responsibility for certain projects have provided a report and basically she asked staff to prioritize some things that absolutely need to be addressed in the next couple of months so that nothing falls through the cracks. We want to know what things can be put on hold and the status of some of the things they are working on. She asked the Commission to ask any questions they might have, but she was not going to have each person who wrote a report stand up and read it. Ms. McAndrews proceeded give a brief summary of her impression of City Hall and she spoke in detail about the background of the staff members, some in the audience, some not. Commissioner Babb spoke of his appreciation at the introductions and asked that A. J. Johnson also be recognized as a long

Mayor Sasser said that each of the Department reports was excellent and he was looking forward to crossing off each project as they went down the list. A lot of the projects listed were old, like the demolishing of Nana's Petroleum within 30 days. Ms. McAndrews corrected him in saying that the new deadline was 45 days to 50 days instead of 30 days.

### **Proclamations:**

### **Presentations:**

Andy Denton (I. T.) did a Power Point presentation about the new City Website.

### **Resolutions:**

### **Old Business:**

1. Mobile Homes Outside of Trailer Parks - Susan Feltner said 23 had been identified and handed out photographs of the mobile homes themselves. Interim City Manager McAndrews spoke of the wishes expressed previously by the Commission that the Code allow for financial or other types of hardship in addition to medical. Six month notices have not been sent out yet. Commissioner Babb felt six months would be too long a period to wait for a solution to the problem and that the City should move forward on this issue that constitutes an eyesore. Ms. Feltner gave an explanation of the regulations and the complications involved. She pointed out that the City Clerk back then had refused to renew the applications, creating the current problem. Mayor Sasser said that perhaps the six months notices be sent out and then they can be considered on an individual basis, particularly because the City had been at fault in some cases. A discussion ensued regarding how to give them people affected by this change sufficient time to come into compliance or move. In conclusion, Ms. McAndrews said she needed clarification and asked if they are going to let people apply and if they happen to be in a place where it is not zoned for, then you are going to have them come before the Commission? It was decided that the Commission would be presented with a checklist in summary form to help them make the decisions. Commissioner Biggs stated that it is important to give the people affected by this change ample time to relocate. Commissioner Walker had a question about trailers located at the Good Shepherd Church, but Ms. Feltner did not know the answer.
2. Regional Water Plant - Commissioner Babb asked that this category be removed .
3. Middle School - No update. Mayor Sasser would like to inquire as to the current status of the Middle School project and the athletic field.
4. Regional Hospital – Commissioner Babb asked that it be removed.
5. Herbert Hoover Dike - No update
6. Add Sago Palm Academy, per Commissioner Babb. Mayor Sasser said that after his meeting he is going to give the Commission a written report on how things went. He also plans to give everyone the contact information.

### **New Business:**

1. The Sgt-At- Arms Policy was explained step-by-step by Ms. McAndrews. Commissioner Babb asked questions on how a disruption would be handled and suggested that as a law enforcement person, the Sgt.-At-Arms should use his own discretion on how to restore order.

application the policy and what is the difference between a discussion and an argument. Lt. Alonso corroborated the statement that the ultimate discretion falls on the side of law enforcement. Commissioner Biggs had no problem adopting it immediately and the Interim City Manager recommended approval. Ms. McAndrews stated that it looked like Lt. Alonso was comfortable with the policy and if there were any issues when they thought about it over the next couple of weeks, the policy could be modified. A motion was made by Commissioner Babb to adopt the proposed policy for restoring order at the Commission Meetings. It was seconded by Commissioner Biggs and Commissioner Walker.

2. Executive Search Firms – handouts were distributed to each Commissioner prior to the start of the Meeting regarding different options for hiring a City Manager. Ms. McAndrews stated that she hoped they do that as quickly as possible. She said she did not do a broad survey, but she spoke about the people who responded in time for the meeting that evening. The estimates ranged from \$15,000.00 (fifteen thousand dollars) to anywhere from \$25,000.00 to \$30,000.00 (twenty five thousand to thirty thousand dollars), plus having to fly in the people. Vice Mayor Crawford asked for her to compare what the financial difference would be between the City doing it in the usual manner vs. using an outside firm. The League of Cities and the Rough Riders (retired city managers) were mentioned as options by Ms. McAndrews. Commissioner Babb suggested that if the City cannot successfully find the right candidate, then a more extensive search by these entities can be considered. The Mayor recapitulated what was said, the City is to use their original method to handle the vacancy and depending upon the results, consider revisiting an outside search firm.

### **Report of the City Manager:**

The Interim City Manager spoke of appointing an Interim City Attorney. She suggested appointing Gary Brandenburg who is already on contract with the City as Special Master. There has been no Special Master Meetings, so the City has not been using him. Mr. Brandenburg was Lead County Attorney for Palm Beach County for several years, City County Attorney for Indian River, so he has a wealth of experience and background in local government law that is hard to compete with. He would be ideal to fill in as Interim City Attorney. Ms. McAndrews stated that she would continue to handle the projects that she was already handling and new things can go to him. His attendance at meetings might not even be necessary, a letter could be written to him asking for opinions. The plan is to keep the legal bills way down during this transition period. Commissioner Walker asked if there would be a conflict with Mr. Brandenburg acting as Special Master and Ms. McAndrews replied that the City has not been having Special Master hearings, but if the case came up during the interim period, it would have to be addressed at that time. Vice Mayor Crawford made a motion to use the Special Master for the time being and there was a second from Commissioner Biggs. The motion passed unanimously. There was subsequent conversation explaining the function of the Special Master.

Interim City Manager McAndrews said that the compensation needed to be discussed since she did not want to bill in on an hourly basis, she did say she would come out three days a week, more or less. She still works for her law firm and has some legal work she needs to finish up. A flat fee arrangement, plus \$50.00 a week in gas to come to Pahokee and there won't be any other expenses that might normally be associated with the position so that basically it would be a flat fee of \$6,000.00 (six thousand dollars), including any legal work that she's already started doing.

The Special Master will be kept at his regular rate, but there won't be a lot of work during this period if we can help it.

Commissioner Walker questioned the Interim City Manager as to Brandenburg's municipal experience to which she replied that his experience was nothing to be concerned about, he has substantial local government experience and she has every confidence in him.

A motion was made by Commissioner Walker and there was a second by both Vice Mayor Crawford and Commissioner Biggs, passing the motion unanimously.

**Report of the Sergeant-At-Arms:**

Lt. Alonso wanted to introduce Deputy J. J. Brown, an officer he personally knows and is now working the night shift in Pahokee.

**Report of the City Attorney:**

No report.

**Citizens Comments/General Concerns:**

1. Ms. Sharon Robinson addressed the Commission regarding her car having been towed from her property. Mayor Sasser read a statement from Susie Feltner (Code Enforcement) regarding handling of abandoned vehicles once they have been towed. The Interim City Manager said that it would be difficult to justify spending tax dollars to retrieve Ms. Robinson car. After a long discussion, the Commission agreed to pay for the towing charge.

**Correspondence, Comments and Concerns of the City Commissioners:**

The Tape malfunctioned at this point and comments available only from hand written notes.

**Commissioner Biggs:**

1. Wanted a Grassy Waters Motel update. She was informed that it will be demolished and that there are two documents missing from the asbestos report. The Commissioner said she was diligently working on a phone book that differentiates Pahokee residents from Canal Point ones.
2. The Commissioner also inquired about the problem of legally renaming streets such as From South Jordan Blvd. to Rev. Jesse Biggs. Interim City Manager McAndrews explained that all addresses such as these are incorrect and solving it will be put on the list of projects.

**Commissioner Babb:**

1. Thanked the Interim City Manager for the job she has done and said the City was in very good hands. The Commissioner suggested that teams that win state championships receive at least a certificate or a proclamation. He asked if perhaps the lead could come from the Recreation Director to recognize the achievements for the past football year.
2. Commissioner Babb also spoke of implementing a grievance procedure that could overcome the City Manager's recommendation. He is still concerned about the employee turnover.
3. Putting it as a public records request, he asked for the information on what the exit package was for Latimore.

**Commissioner Walker:**

1. The Commissioner thanked the people who participated on Martin Luther King Day and the Fire Department.
2. The Commissioner suggested that the position be reviewed for the possibility of covering it with existing staff. She spoke of her concern on how things were being handled and pointed out that she has a minor in H. R.
3. She would like a list of all the properties that are owned by the City.
4. Commissioner Walker asked for an organizational chart.

**Vice Mayor Crawford:**

1. Introduced Rydell Burns from a semi-pro team, Muck City Stars. The team is looking for a field to play in. He explained the program and said it gives a second opportunity for players to showcase their talents. They need to use the football field.
2. Herbert Crawford, Parks & Recreation Director, was in the audience and he addressed the request by saying that the soccer league already has the field Friday and Saturday. The Vice Mayor suggested that Ms. McAndrews go over the liability part of the arrangement.
3. The Vice Mayor thanked the audience.

**Mayor Sasser:**

1. The Mayor spoke of February 12, 13 and 14, Florida League of cities.
2. Said he echoes everything said about Ms. McAndrews.
3. Feels encouraged.
4. February 16 will be the Reach Fair – Belle Glade Elementary ribbon cutting. See the flyer.

There being no further business before the Commission, the meeting was adjourned at approximately 9:35 P.M.

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J.P. Sasser, Mayor

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ATTEST: Raquel Diaz, City Clerk