

**TOWN COMMISSION MEETING
JULY 10TH, 2018
6:30 PM**

**LOCATION: DUNDEE TOWN HALL
202 MAIN STREET, DUNDEE, FLORIDA**



**TOWN COMMISSION MINUTES REPORT
FOR JUNE 26TH, 2018**

CALL TO ORDER:

Mayor Pennant called the meeting to order at 6:31 PM.

PLEDGE OF ALLEGIENCE

INVOCATION:

The Invocation was provided by Mayor Pennant.

RECOGNITION OF SERGEANT AT ARMS:

Mayor Pennant recognized Sgt. Tanner as the Sergeant at Arms.

PUBLIC SPEAKING INSTRUCTIONS:

The instructions to speak during the delegation period were given by Mayor Pennant.

ROLL CALL:

<i>Town Commissioners Present:</i>	Commissioner Glenn Commissioner Goddard Vice Mayor Harper Commissioner Quarles Mayor Pennant	<i>Absent: NONE</i>
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<i>Town Staff Members Present:</i>	Town Manager, Deena Ware Town Attorney, John Murphy Town Clerk, Brian Lueth Finance Director, John Wasmund Public Works Director, Clifton Bernard
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I. APPROVAL OF AGENDA FOR JUNE 26TH, 2018

MOTION TO APPROVE the agenda for June 26, 2018 made by Vice Mayor Harper. Seconded by Commissioner Glenn. Passed Unanimously.

*AYE: Glenn, Goddard, Harper, Quarles, Pennant
NAY: None*

AGENDA ITEMS

TAB 1. APPROVAL OF COMMISSION MINUTES FROM JUNE 12, 2018

MOTION TO APPROVE the minutes for June 12, 2018 made by Commissioner Glenn. Seconded by Commissioner Goddard. Passed Unanimously.

AYE: Glenn, Goddard, Harper, Quarles, Pennant

NAY: None

TAB 2: RESOLUTION 18-06: GUARANTY AGREEMENT FOR PRWC DRINKING WATER STATE REVOLVING FUND PLANNING LOAN AGREEMENT

Town Attorney John Murphy read the legal title of the Resolution. Town Manager Ware gave the explanation.

Attorney Murphy informed the Commission that the Town's Bond Counsel has reviewed the agreement and suggested revisions have been implemented into the language in the document before them.

MOTION TO APPROVE Resolution 18-06 Guaranty Agreement for PRWC State Revolving Fund Loan made by Commissioner Goddard. Seconded by Commissioner Quarles. Passed Unanimously.

AYE: Glenn, Goddard, Harper, Quarles, Pennant

NAY: None

TAB 3: APPROVAL OF AUTHORIZATION TO ENTER INTO CONSENT ORDER

Public Works Director Clifton Bernard was asked to take the podium.

Vice Mayor Harper asked Director Bernard if the elevated levels of contaminants would affect the quality of the town's drinking water. Director Bernard informed the commission that currently the levels of contaminants will not affect the drinking water, so there is no cause for alarm. He further explained is that the Town has reached a point where they need to now take extra steps to ensure that levels do not continue to increase, and preferably, create a plan that will reduce the level of the contaminant. Director Bernard clarified that if the Town chose to do nothing that overtime the increased level of contaminants would begin to affect the quality of the drinking water.

Commissioner Goddard asked at the current levels of contaminants, do residents need to take any extra steps before using their water. Director Bernard replied that residents do not need to do anything different and can continue to use their water as they normally would do. The water is safe.

Commissioner Quarles asked where the contaminants are coming from and what the plan to decrease it is. Director Bernard said that in the Town's case, it is currently believed that the contamination is coming from the source water in the aquifer. Organics contained within the source water are reacting with the chemicals in the town's treatment solutions and creating the issue.

Attorney Murphy said that the town's plan is to engage an engineer, as demanded by the consent order, to come up with an engineering solution that is affordable, allow consumer water rates to be unaffected, and pass muster with the Department of Environmental Protection. Attorney Murphy continued that the Town Manager, himself and Asst. Town Attorney Claytor met with Polk County officials the previous week to go over the terms of the consent order. The goal is to make this a transparent process while the town works towards a fix.

Commissioner Glenn asked if town staff is continually testing the water quality for any changes. Director Bernard said that the town is currently testing quarterly as required. Attorney Murphy added that it is the town's proactive approach to water testing that revealed the problem.

MOTION TO AUTHORIZE the Town Manager to sign the Consent Order from the Florida Department of Public Health made by Commissioner Quarles. Seconded by Commissioner Goddard. Passed Unanimously.

AYE: Glenn, Goddard, Harper, Quarles, Pennant

NAY: None

TAB 4: APPROVAL OF RANKING FOR RFQ 18-01 AND AUTHORIZE COMPETITIVE NEGOTIATION

Town Manager Ware explained that due to a legal review of the first RFQ ranking meeting of the Purchasing Review Committee (PRC) and error was discovered, and PRC was informed that a second meeting would need to occur to re-rank the proposals. The second meeting occurred on June 25th in a publicly noticed meeting, and due to the change in scoring, the 1st ranked firm from the first meeting and 2nd ranked firm had switched positions. Town Manager Ware further explained that due to the complications, the PRC is recommending that the top two firms present to the Town Commission at the July 10th meeting.

Attorney Murphy informed the Commission that they are not bound by the recommendations or rankings of the PRC, and could make a decision that night if they so desired. Attorney Murphy said he would work with the Town Manager to build rules for the oral presentations and a scoring rubric.

Mayor Pennant asked if the Commission is obligated to make the decision at the oral presentation meeting. Attorney Murphy said he would recommend that the Commission not do that, but that they do have the ability if they so desire.

Vice Mayor Harper asked if they could just accept the rankings as presented. Attorney Murphy said that the Commission would be within their power to do that.

Mayor Pennant stated that he was expecting that the PRC would provide the commission with a recommendation rather than the commission having to choose. Town Manager Ware explained that normally that is how the process works, but due to discovered error and the reranking providing a different result, the PRC is recommending that the Commission hear from both firms that were at one time ranked as first.

Commissioner Glenn asked if the error was on our side or their side. Town Manager Ware informed the Commission that the error was on the Town's side.

MOTION TO ACCEPT the recommendation of the Town's Purchasing Review Committee to invite the top two firms to present to the Town Commission made by Commissioner Quarles. Seconded by Vice Mayor Harper. Passed Unanimously.

AYE: Glenn, Goddard, Harper, Quarles, Pennant

NAY: None

TAB 5: APPROVAL OF INTERLOCAL AGREEMENT MODIFICATION WITH PCSO DISPATCH SERVICES

MOTION TO APPROVE the modification to the interlocal agreement with PCSO for dispatch services made by Commissioner Glenn. Seconded by Vice Mayor Harper. Passed Unanimously.

AYE: Glenn, Goddard, Harper, Quarles, Pennant

NAY: None

TAB 6: STREET CLOSING OF LAKE MARIE BOULEVARD FOR JULY 4, 2018

MOTION TO APPROVE the temporary closure of Lake Marie Drive in front of the Community Center for 4th of July festivities made by Commissioner Quarles. Seconded by Commissioner Goddard. Passed Unanimously.

AYE: Glenn, Goddard, Harper, Quarles, Pennant

NAY: None

II. DELGATIONS – QUESTIONS & COMMENTS FROM THE FLOOR

Mayor Pennant opened the floor for comments from the public on items not on the agenda.

Milton Negron. 214 E. Main Street, Dundee. Dundee Bakery. Mr. Negron introduced Beverly Shavern, the owner of Dundee Bakery. Mr. Negron and Ms. Shavern share a common past both being from the same town in Puerto Rico. They are looking forward to helping the local economy grow.

Mayor Pennant said that he visited the bakery that morning, and believes that the bakery will do well.

Commissioner Glenn asked what the hours are. Ms. Shavern responded that they are open 6am-7pm daily and are closed on Sunday's for now. They hope that as the business grows, they will be able to be open seven (7) days a week.

Martha Santiago. 724 Santa Maria Drive, Winter Haven. Candidate for County Commission District 4. Ms. Santiago shared her history in Dundee teaching at Dundee Elementary and Sandhill and also serving as Principal at Dundee Ridge. Reminded the public that Tuesday, August 28th is the primary.

Mayor Pennant recognized Representative Sam Killibrew in attendance. Rep. Killibrew said that he doesn't have anyone running against him this time around, and he is looking forward to serving the area for the next two (2) years.

Thomas Wade. 214 Lousie Ave, Dundee. Concerned about the intersection of MLK and Dundee Road. Mr. Wade believes that a traffic light is needed at the intersection. Mayor Pennant informed Mr. Wade that the first step is a traffic study, but that it is a long and expensive process to get a light. The Mayor, himself, agrees that something needs to be done at that intersection.

Seeing no other speakers advance to the podium, Mayor Pennant closed the delegation period.

III. REPORTS FROM OFFICERS

a. TOWN ATTORNEY

- No Report

b. TOWN MANAGER

- Budget Workshop set for Tuesday, July 17th at 5:30 PM
- Recognized Commissioner Glenn for receiving his certification for attending the Advanced Institute for Elected Municipal Officers Training.
- Recognized Vice Mayor Harper for receiving her certification for attending the Advanced Institute for Elected Municipal Officers Training earlier in the year.
- Provided update on Barbara Pederson Preserve to be voluntarily annexed into the town and the town will provide maintenance.
- Recapped the Dundee Spring Clean event. Thanked the volunteers, staff and others.

c. COMMISSIONERS

Vice Mayor Harper

- Thanked the public for their attendance.
- Thanked the community for coming together for the Cleanup

Commissioner Quarles

- Thanked the public for their attendance
- Thanked staff and everyone for a great Cleanup event

Commissioner Glenn

- Thanked Ms. Santiago and Rep. Killibrew for their attendance
- Congratulated the Dundee Bakery
- Thanked the community for the Dundee Cleanup event
- Thanked Joe Garrison for his help with the Spring Clean

Commissioner Goddard

- Thanked staff and the Town Attorney for their hard work keeping the town running
- Thanked Rep. Killibrew and Ms. Santiago for their attendance

d. MAYOR

- Thanked the public for their attendance
- Thanked Ms. Santiago and Rep. Killibrew for their attendance
- Thanked the community for a good Spring Clean event
- Thanked Joe Garrison and his family for their help with the Spring Clean

IV. ADJOURNMENT

MOTION TO ADJOURN made by Mayor Pennant at 7:22PM. Seconded by Consent. Passed Unanimously.

AYE: Glenn , Goddard, Harper, Quarles, Pennant

NAY: None

SIGNATURE PAGE
MINUTES FOR JUNE 26TH, 2018

Respectfully Submitted,



Brian Lueth, Town Clerk

ATTEST:

Samuel Pennant, Mayor