

(April 15, 2021 Regular Meeting)

**BOARD OF COUNTY COMMISSIONERS  
MEETING MINUTES**

April 15, 2021  
Governor Charley E. Johns Conference Center  
1610 N. Temple Avenue  
Starke, FL 32091  
**IN-PERSON AND TELEPHONIC**  
(Due to COVID-19)



Regular Scheduled Meeting  
Meeting Time 6:30 P.M.

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**PRESENT:** Commissioner District 3 – Chair Joseph C. Dougherty  
Commissioner District 4 - Vice-Chair Danny Riddick  
Commissioner District 1 – Carolyn Spooner  
Commissioner District 2 – Kenny Thompson  
Commissioner District 5 – Diane Andrews

**STAFF MEMBERS IN ATTENDANCE:** County Manager/County Attorney Will Sexton; Executive Assistant Alyssa Winston; Clerk of Court & Comptroller Denny Thompson; Chief Deputy Clerk Rachel Rhoden; Finance Director Dana Lafollette; Emergency Management Director Lt. Brad Witt; Fire Rescue Director Allen Parrish; Fire Division Chief Ben Carter; Emergency Medical Services Division Chief Dylan Rodgers; Zoning Director Randy Andrews; and Public Works Director Jason Dodds.

**CALL TO ORDER:** Chair Dougherty called the meeting to order at 6:30 P.M.

**1. PUBLIC HEARING – ENACTMENT OF ORDINANCES – RANDY ANDREWS, ZONING DIRECTOR:**

- A. AMENDING THE FUTURE LAND USE PLAN MAP OF THE BRADFORD COUNTY COMPREHENSIVE PLAN, PURSUANT TO APPLICATION R210113A, BY THE PROPERTY OWNER OF SAID ACREAGE, FROM RESIDENTIAL, LOW DENSITY (LESS THAN OR EQUAL TO 2 DWELLING UNITS TO ACRE) TO COMMERCIAL. SECOND READING. ([Ordinance No. 2021-03](#))**

Chair Dougherty recognized Mr. Andrews, who read the title of the ordinance. Second reading.

Chair Dougherty opened the public hearing; there being no response, the public hearing was closed.

**It was MOVED by Commissioner Spooner and SECONDED by Commissioner Thompson to APPROVE THE ORDINANCE AS READ.**

**Discussion:** No discussion.

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**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye  
Commissioner Thompson: Aye  
Commissioner Andrews: Aye  
Vice-Chair Riddick: Aye  
Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

- B. AMENDING THE OFFICIAL ZONING ATLAS OF THE BRADFORD COUNTY LAND DEVELOPMENT REGULATIONS, RELATING TO THE REZONING OF TEN OR MORE CONTIGUOUS ACRES OF LAND, PURSUANT TO AN APPLICATION, Z 21-01, BY THE PROPERTY OWNER OF SAID ACREAGE; FROM RESIDENTIAL, (MIXED) SINGLE FAMILY/MOBILE HOME (RSF/MH-1) TO COMMERCIAL, INTENSIVE (CI). ([Ordinance No. 2021-04](#))**

Chair Dougherty recognized Mr. Andrews, who read the title of the ordinance.

Chair Dougherty opened the public hearing; there being no response, the public hearing was closed.

**It was MOVED by Commissioner Andrews and SECONDED by Commissioner Riddick to APPROVE THE ORDINANCE AS READ.**

**Discussion:** No discussion.

**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye  
Commissioner Thompson: Aye  
Commissioner Andrews: Aye  
Vice-Chair Riddick: Aye  
Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

- C. AMENDING THE OFFICIAL ZONING ATLAS OF THE BRADFORD COUNTY LAND DEVELOPMENT REGULATIONS, RELATING TO THE REZONING OF LESS THAN TEN CONTIGUOUS ACRES OF LAND, PURSUANT TO AN APPLICATION, Z 21-02, BY THE PROPERTY OWNER OF SAID ACREAGE; FROM RESIDENTIAL, (MIXED) SINGLE FAMILY/MOBILE HOME (RSF/MH-1) TO COMMERCIAL, INTENSIVE (CI). ([Ordinance No. 2021-05](#))**

Chair Dougherty recognized Mr. Andrews, who read the title of the ordinance.

Chair Dougherty opened the public hearing; there being no response, the public hearing was closed.

**It was MOVED by Commissioner Spooner and SECONDED by Commissioner Andrews to APPROVE THE ORDINANCE AS READ.**

**Discussion:** No discussion.

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**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye

Commissioner Thompson: Aye

Commissioner Andrews: Aye

Vice-Chair Riddick: Aye

Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

- D. AMENDING THE FUTURE LAND USE PLAN MAP OF THE BRADFORD COUNTY COMPREHENSIVE PLAN, RELATING TO AN AMENDMENT OF TEN OR LESS ACRES OF LAND, PURSUANT TO AN APPLICATION, S210210A, FROM AGRICULTURE-2 (LESS THAN OR EQUAL TO 1 DWELLING UNIT PER 5 ACRES, EXCEPT AS PROVIDED IN POLICY I.2.2) TO COMMERCIAL OF CERTAIN LANDS.**  
**(Ordinance No. 2021-06)**

Chair Dougherty recognized Mr. Andrews, who read the title of the ordinance.

Chair Dougherty opened the public hearing; there being no response, the public hearing was closed.

**It was MOVED by Vice-Chair Riddick and SECONDED by Commissioner Thompson to APPROVE THE ORDINANCE AS READ.**

**Discussion:** No discussion.

**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye

Commissioner Thompson: Aye

Commissioner Andrews: Aye

Vice-Chair Riddick: Aye

Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

- E. AMENDING THE OFFICIAL ZONING ATLAS OF THE BRADFORD COUNTY LAND DEVELOPMENT REGULATIONS, RELATING TO THE REZONING OF LESS THAN TEN CONTIGUOUS ACRES OF LAND, PURSUANT TO AN APPLICATION, Z 21-03, FROM AGRICULTURAL-2 (A-2) TO COMMERCIAL, INTENSIVE (CI).**  
**(Ordinance No. 2021-07)**

Chair Dougherty recognized Mr. Andrews, who read the title of the ordinance.

Chair Dougherty opened the public hearing; there being no response, the public hearing was closed.

**It was MOVED by Commissioner Thompson and SECONDED by Commissioner Spooner to APPROVE THE ORDINANCE AS READ.**

**Discussion:** No discussion.

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**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye

Commissioner Thompson: Aye

Commissioner Andrews: Aye

Vice-Chair Riddick: Aye

Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

**2. PUBLIC HEARING – FIRST READING OF AN ORDINANCE – RANDY ANDREWS, ZONING DIRECTOR**

**A. AMENDING THE FUTURE LAND USE PLAN MAP OF THE BRADFORD COUNTY COMPREHENSIVE PLAN OF MORE THAN TEN ACRES OF LAND, PURSUANT TO AN APPLICATION, R210224A, BY THE PROPERTY OWNER OF SAID ACREAGE, CHANGING THE LAND USE CLASSIFICATION FROM RESIDENTIAL, LOW DENSITY (LESS THAN OR EQUAL TO 2 DWELLING UNITS TO ACRE) TO COMMERCIAL.**

Chair Dougherty recognized Mr. Andrews, who read the title of the ordinance. First Reading: no vote required.

Chair Dougherty opened the public hearing; there being no response, the public hearing was closed.

**3. PUBLIC COMMENTS**

Chair Dougherty recognized Mr. Sexton to provide a status update on the Bradford County Senior Center. Mr. Sexton advised the Board that, after consultation with the Health Department, Chamber of Commerce, and the Fair Association on finding a facility to accommodate the Health Departments on-going testing and contact tracing, he believes the Senior Center should be in operation the beginning of May, following the relocation of Health Department activities to the Bradford County fairgrounds. Mr. Sexton informed the Board that Senior Center Director Diane Gaskins is developing a plan and schedule to get the Senior Center back in operation following said relocation.

Chair Dougherty recognized the following individuals for public comments.

Telephonic public comments No comments.

In-person public comments:

- John Robinson: Comments concerning the Commissioners; emergency operations; Road Department; and Senior Center operations.
- Jeff Morgan: Comments concerning Senior Center operations.
- Carnell Williams: Comments concerning Senior Center operations.
- Tony Stalnaker: Comments concerning fire operations.
- Mitchell Gunter: Comments concerning fire operations.
- First name inaudible; Last name, Rose: Comments concerning zoning matters (no public comment card submitted).

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**4. APPROVAL AND/OR ADOPTION OF CONSENT AGENDA:**

- A. APPROVAL OF: PAYMENT OF BILLS (The payment of bills distribution list is on file in the Finance Department of the Clerk of Courts Office) – REVIEWED BY COMMISSIONER THOMPSON.
- B. APPROVAL OF: A RESOLUTION ([Resolution No. 2021-13](#)) OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA CONFIRMING PROCLAMATIONS OF A LOCAL STATE OF EMERGENCY IN BRADFORD COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.
- C. APPROVAL OF: REFERRAL OF DELINQUENT [EMS ACCOUNTS](#) IN THE AMOUNT OF \$306,842.57 TO NATIONAL RECOVERY AGENCY FOR FURTHER COLLECTION EFFORTS.
- D. APPROVAL OF: SURPLUS PROPERTY [INVENTORY LIST](#) (DESIGNATION OF CERTAIN PROPERTY AS SURPLUS).
- E. APPROVAL OF: BOARD OF COUNTY COMMISSIONERS MEETING MINUTES – MARCH 25, 2021.
- F. APPROVAL OF: [TRANSFER](#) OF FUNDS FROM PUBLIC WORKS – ROAD DEPARTMENT TO THE SHERIFF’S OFFICE TO FUND A FULL-TIME CORRECTIONAL OFFICER TO SUPERVISE AN OUTSIDE GROUNDS INMATE WORK SQUAD.
- G. APPROVAL OF: [TRANSFER](#) OF SHIP REHAB PROJECT FILE #2018-1 TO DEMO/REPLACEMENT.
- H. APPROVAL OF: [CERTIFICATE](#) OF PARTICIPATION FOR THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM. (ADDENDUM ITEM)
- I. APPROVAL OF: [PROPOSAL](#) FROM SNG PAVEMENT MARKING, INC. FOR ROADWAY STRIPING AND MARKING. (ADDENDUM ITEM)

It was MOVED by Commissioner Thompson and SECONDED by Vice-Chair Riddick to APPROVE THE CONSENT AGENDA.

**Discussion:** No discussion.

**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye

Commissioner Thompson: Aye

Commissioner Andrews: Aye

Vice-Chair Riddick: Aye

Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

- 5. BRADFORD COUNTY TOURIST DEVELOPMENT COUNCIL – PAM WHITTLE, PRESIDENT/CEO NORTH FLORIDA REGIONAL CHAMBER OF COMMERCE. PERMISSION TO PAY AN [INVOICE](#) FROM AIRSTREAM VENTURES, IN THE AMOUNT OF \$25,000.00 (TO BE PAID FROM TDC FUNDS) FOR ADVERTISEMENT OF THE NITRO RALLY CROSS TO BE HELD AT THE FIRM DECEMBER 4-5, 2021.

Chair Dougherty recognized Pam Whittle and Joel Lamp, Senior Director of Events and Tourism with Airstream Ventures to share information on the Nitro Rally Cross program.

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- Event will take place at the FIRM located at the Keystone Heights Airport.
- Bradford County has partnered with Clay County and Alachua County to bring this event to the area (Clay County Contribution - \$75,000.00; Alachua County contribution - \$75,000.00; Bradford County contribution - \$25,000.00).
- A matching grant is being written to Florida Sports Foundation for \$150,000.00.
- 10 worldwide events are scheduled; 5 events are in the U.S.
- 5 year agreement between Airstream Adventures and the Firm for event location.
- Presented a video featuring Travis Pastrana participating in a nitro rally cross event.
- Electric cars are utilized at events.

**It was MOVED by Commissioner Andrews and SECONDED by Vice-Chair Riddick to APPROVE THE INVOICE FROM AIRSTREAM VENTURES IN THE AMOUNT OF \$25,000.00 TO BE PAID FROM TDC FUNDS.**

**Discussion:** No discussion.

**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye

Commissioner Thompson: Aye

Commissioner Andrews: Aye

Vice-Chair Riddick: Aye

Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

**6. COUNTY MANAGER REPORTS – WILL SEXTON.**

**A. REPORT AND UPDATE ON PENDING MATTERS.**

Mr. Sexton provided the following comments:

- Thanked the Board for allowing him to provide an update on the progress being made at the Senior Center.
- Advised the Board of maintenance issues at the Sampson Lake Boat Ramp which require attention of the Public Works Department to remove debris from the western boundary of the paved area of the Boat Ramp.
- Advised the Board of an interview panel setup for the UF IFAS Extension Agriculture Agent – Horticulture position, scheduled for Thursday, April 29, 2021 at 5:30 PM at the Ag/Extension Building. Mr. Sexton along with Commissioner Diane Andrews plan to attend the interview. He advised the rest of the Board to notify him of their interest to participate so that he could make accommodations to advertise.
- Inquired of the Board their preference to continue conducting commission meetings at the Governor Charley E. Johns Conference Center or to move back to the Courthouse Commission Chambers. There was overall consensus from the Board to move back into the Commission Meeting Room for future Board meetings.
- Reminded the Board of the June 17, 2021 Joint Meeting with the City of Starke and the Water Management District to be held at the Governor Charley E. Johns Conference Center.
- Sought direction from the Board on the continuation of telephonic public participation. The Board was in consensus to continue telephonic participation.

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**B. PRELIMINARY DISCUSSION OF FIRE RESCUE DEPARTMENT FUNDING.**

Mr. Sexton recommended that the Board consider scheduling an opportunity to discuss options for funding the Fire Rescue Department.

**Discussion:**

- Consider scheduling a meeting outside of a regularly scheduled meeting as soon as possible.
- Commission Meeting Chambers may not accommodate all participants.
- Enact reasonable time constraints and public comment guidelines.

After discussion, the Board was in consensus to schedule a Special Meeting on Thursday, May 6, 2021 at 6:30 P.M.

**7. PUBLIC WORKS REPORTS – JASON DODDS**

**A. REQUEST FROM BOARD OF COUNTY COMMISSIONERS OF UNION COUNTY, FLORIDA TO PAY \$3,575.00 FOR INVOICE #3327 FROM FOUNDATION PROFESSIONALS OF FLORIDA FOR REPAIR TO THE CR 125 BRIDGE.**

Mr. Dodds presented a request from the Union County Board of County Commission for Bradford County to pay \$3,575.00 towards an invoice for repairs made to the bridge located on N.W. C.R. 125, at the Union/Bradford County line.

**Discussion:**

- Funds would come from budget line item - road construction upgrades.
- Bridge serves a public purpose and as such county funds may utilized.

**It was MOVED by Commissioner Thompson and SECONDED by Commissioner Andrews TO APPROVE THE REQUEST FROM THE UNION COUNTY BOARD OF COUNTY COMMISSIONERS IN THE AMOUNT OF \$3,575.00.**

**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye

Commissioner Thompson: Aye

Commissioner Andrews: Aye

Vice-Chair Riddick: Aye

Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

**8. FIRE RESCUE REPORTS – ALLEN PARRISH.** No report.

**9. COUNTY ATTORNEY REPORTS – WILL SEXTON.** No report.

**10. SHERIFF REPORTS – GORDON SMITH.** No report.

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## 11. CLERK REPORTS – DENNY THOMPSON

- Clerk Thompson reminded the Constitutional Officers and Department Heads to begin working on their budgets to submit for fiscal-year 2021-2022. He indicated that this budget year would be challenging with all that the County is facing.

## 12. COMMISSIONERS COMMENTS

### VICE-CHAIR RIDDICK:

- Reported on services provided by the North Central Florida Regional Planning Council - Transportation Disadvantage Board. Indicated that the Florida Department of Transportation has secured funding to put towards this program.

### COMMISSIONER ANDREWS:

- Thanked the Sheriff's Office for recent trash cleanup at a cemetery in the Sampson City area.
- Inquired as to the Boards practice on requesting work to be performed in each district. Chair Dougherty replied that while sometimes a Commissioner will contact a Department Head directly with requests, it is proper to follow a chain of command by contacting the County Manager's Office with requests. Commissioner Andrews responded that she had submitted her request to the County Manager's Office to have the Public Works Department remove dead pine trees at Lake Sampson Boat Ramp and indicated that the work was stopped and therefore wanted to ensure that she was following procedure. She announced that she expected the Public Works Department to remove the dead pine trees at Lake Sampson Boat Ramp on Monday.
- Shared a [power point presentation](#) that contained pictures of other boat ramps located in District 4 citing differences between the boat ramps in District 4 and District 5. Indicated that landowner Avery Roberts is putting capital into the Lake Sampson Area and as such would like for the County to strive to keep the area maintained. Vice-Chair Riddick mentioned the possibility of expanding the parking area at Lake Sampson Boat Ramp.
- Expressed a need to improve fire response in the Brooker area and would like to discuss funding options to reconstruct the Station in Brooker.
- Comments regarding the Boards decision to hire a County Manager. Indicated that due to a medical procedure she was not able to participate in the Monday meeting where the Board appointed Will Sexton as County Manager and that she would have appreciated the Board postponing that discussion until she could be present.

### COMMISSIONER SPOONER:

- Thanked Public Works Director Jason Dodds for addressing dust issues in the Strawberry Acres area and requested that Mr. Dodds consider this road a high priority for dust mitigation.
- Thanked Mr. Dodds for his creativity in ensuring maintenance of county right-of-way after receiving notice from the Department of Corrections (DOC) of their inability to provide our county with workforce labor. Encouraged the Board to implore DOC for continued services.
- Requested of Will Sexton the following:
  - 1) A list of unpaved dirt roads in District 1 so as to prioritize paving needs.
  - 2) Respond and answer Ms. Mosley's queries made during the last four months in light of a phosphate spill in Manatee County Tampa Bay area.



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- 3) Provide and update the Board with policies and procedures in the employee handbook and setup a workshop to review documents.
  - 4) Documentation of current position descriptions and annual reviews of each Department Head and their employees. Requested that annual reviews be signed-off by each employee and that all documentation be placed in each employee's personnel file.
  - 5) Schedule a discussion concerning the role, responsibility and salary of Will Sexton.
  - 6) A monthly status report on COVID-19 in Bradford County.
  - 7) Available funding resources such as: burial reimbursement, housing, rental and business assistance. Requested that the information be posted on county website.
  - 8) Quarterly status update on grant funding for housing and rehab. Requested that the information be posted on the county website.
  - 9) Coordinate with the Sheriff to monitor illegal dumping around NW 71<sup>st</sup> Avenue and NW 214<sup>th</sup> Street during high traffic and holiday times.
  - 10) Coordinate a schedule for a community wide cleanup.
  - 11) Schedule a workshop to discuss a mission, vision and core values for our county.
  - 12) Schedule a strategic planning workshop.
- Informed the Board of a Reentry Partnership Conference on felons seeking jobs, scheduled May 10-13, 2021 in Gainesville, FL.

### 13. CHAIR COMMENTS

- Comments pertaining to the Boards decision to appoint Will Sexton as County Manager.

**ADJOURN:** There being no further business, the meeting adjourned at 8:10 P.M.

BOARD OF COUNTY COMMISSIONERS  
BRADFORD COUNTY, FLORIDA

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CHRIS DOUGHERTY, CHAIR

ATTEST: \_\_\_\_\_  
DENNY THOMPSON, CLERK TO THE BOARD

Minutes prepared by:

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Rachel Rhoden, Chief Deputy Clerk

Minutes approved by BoCC at the Regular Scheduled Meeting on \_\_\_\_\_.