

(June 17, 2021 Regular Meeting)

BOARD OF COUNTY COMMISSIONERS
MEETING MINUTES

June 17, 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.

PRESENT: Commissioner District 3 – Chair Joseph C. Dougherty
Commissioner District 1 – Carolyn Spooner
Commissioner District 2 – Kenny Thompson

NOT PRESENT: Commissioner District 4 - Vice-Chair Danny Riddick
Commissioner District 5 – Diane Andrews

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

CALL TO ORDER: Chair Dougherty called the meeting to order at 6:40 P.M.

1. **PUBLIC COMMENTS**

Chair Dougherty recognized the following individuals for public comments.

By phone: None.

In-person public comments:

Paul Still.

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

A. AN ORDINANCE AMENDING THE FUTURE LAND USE PLAN MAP OF THE BRADFORD COUNTY COMPREHENSIVE PLAN, AS AMENDED; RELATING TO AN AMENDMENT OF TEN OR LESS ACRES OF LAND, PURSUANT TO AN APPLICATION, S210601A, BY THE PROPERTY OWNERS OF SAID ACREAGE. ([ORDINANCE NO. 2021-08](#)).

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

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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.

Chair Dougherty conducted a roll-call vote:

Commissioner Spooner: Aye

Commissioner Thompson: Aye

Chair Dougherty: Aye

THE MOTION CARRIED 3-0

B. AN ORDINANCE OF BRADFORD COUNTY, FLORIDA, AMENDING THE OFFICIAL ZONING ATLAS OF THE BRADFORD COUNTY LAND DEVELOPMENT REGULATIONS, AS AMENDED; RELATING TO THE REZONING OF LESS THAN TEN CONTIGUOUS ACRES OF LAND, PURSUANT TO AN APPLICATION, Z 21-06, BY THE PROPERTY OWNERS OF SAID ACREAGE. ([ORDINANCE NO. 2021-09](#))

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 Thompson to APPROVE THE ORDINANCE AS READ.

Discussion: No discussion.

Chair Dougherty conducted a roll-call vote:

Commissioner Spooner: Aye

Commissioner Thompson: Aye

Chair Dougherty: Aye

THE MOTION CARRIED 3-0

C. AN ORDINANCE OF BRADFORD COUNTY, FLORIDA, AMENDING THE FUTURE LAND USE PLAN MAP OF THE BRADFORD COUNTY COMPREHENSIVE PLAN, AS AMENDED; RELATING TO AN AMENDMENT OF TEN OR LESS ACRES OF LAND, PURSUANT TO AN APPLICATION, S210601B, BY THE PROPERTY OWNERS OF SAID ACREAGE. ([ORDINANCE NO. 2021-10](#))

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.

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Discussion: No discussion.

Chair Dougherty conducted a roll-call vote:

Commissioner Spooner: Aye

Commissioner Thompson: Aye

Chair Dougherty: Aye

THE MOTION CARRIED 3-0

D. AN ORDINANCE OF BRADFORD COUNTY, FLORIDA, AMENDING THE OFFICIAL ZONING ATLAS OF THE BRADFORD COUNTY LAND DEVELOPMENT REGULATIONS, AS AMENDED; RELATING TO THE REZONING OF LESS THAN TEN CONTIGUOUS ACRES OF LAND, PURSUANT TO AN APPLICATION, Z 21-07, BY THE PROPERTY OWNERS OF SAID ACREAGE. ([ORDINANCE NO. 2021-11](#))

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 Thompson to APPROVE THE ORDINANCE AS READ.

Discussion: No discussion.

Chair Dougherty conducted a roll-call vote:

Commissioner Spooner: Aye

Commissioner Thompson: Aye

Chair Dougherty: Aye

THE MOTION CARRIED 3-0

3. PUBLIC HEARING – SECOND READING OF AN ORDINANCE – RANDY ANDREWS, ZONING DIRECTOR

A. AN ORDINANCE OF BRADFORD COUNTY, FLORIDA, AMENDING THE FUTURE LAND USE PLAN MAP OF THE BRADFORD COUNTY COMPREHENSIVE PLAN, AS AMENDED; RELATING TO AN AMENDMENT OF MORE THAN TEN ACRES OF LAND, PURSUANT TO AN APPLICATION, R210224A, BY THE PROPERTY OWNER OF SAID ACREAGE. ([ORDINANCE NO. 2021-12](#)). Second Reading.

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 READING OF THE SECOND ORDINANCE AS READ.

Discussion: No discussion.

Chair Dougherty conducted a roll-call vote:

Commissioner Spooner: Aye

Commissioner Thompson: Aye

Chair Dougherty: Aye

THE MOTION CARRIED 3-0

- B. AN ORDINANCE OF BRADFORD COUNTY, FLORIDA, AMENDING THE OFFICIAL ZONING ATLAS OF THE BRADFORD COUNTY LAND DEVELOPMENT REGULATIONS, AS AMENDED; RELATING TO THE REZONING OF TEN OR MORE CONTIGUOUS ACRES OF LAND, PURSUANT TO AN APPLICATION, Z 21-04, BY THE PROPERTY OWNER OF SAID ACREAGE. ([ORDINANCE 2021-13](#))**

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.

Chair Dougherty conducted a roll-call vote:

Commissioner Spooner: Aye

Commissioner Thompson: Aye

Chair Dougherty: Aye

MOTION CARRIED 3-0.

4. APPROVAL OF CONSENT AGENDA ITEMS:

- A. APPROVAL OF: A RESOLUTION ([Resolution No. 2021-18](#)) 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.**
- B. [APPROVAL OF:](#) PROCARE SERVICES STRYKER ANNUAL RENEWAL AGREEMENT FOR BRADFORD COUNTY FIRE RESCUE STRETCHER MAINTENANCE AND INSPECTION – ANNUAL TOTAL \$10,810.05 (\$4,157.20 INCREASE – ADDITIONAL EQUIPMENT ADDED TO FLEET).**
- C. APPROVAL OF: BOARD OF COUNTY COMMISSIONERS MEETING MINUTES – MAY 6, 2021**
- D. APPROVAL OF: BOARD OF COUNTY COMMISSIONERS MEETING MINUTES – MAY 20, 2021**
- E. [APPROVAL OF:](#) REVISED ORGANIZATIONAL CHART FOR THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA.**
- F. [APPROVAL OF:](#) AMENDED POSITION DESCRIPTION FOR EXECUTIVE ADMINISTRATIVE ASSISTANT, ALYSSA WINSTON.**

- G. **APPROVAL OF:** AMENDED POSITION DESCRIPTION FOR COUNTY ATTORNEY, WILLIAM E. SEXTON.
- H. **APPROVAL OF:** AMENDMENT TO EMPLOYMENT AGREEMENT WITH WILLIAM E. SEXTON.
- I. **APPROVAL OF:** AGREEMENT BETWEEN THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY AND M & R CONSTRUCTION FOR SHIP REHAB FILE # 2018-4 IN THE AMOUNT OF \$28,618.00 (TO BE PAID WITH SHIP FUNDS).
- J. **APPROVAL OF:** AGREEMENT BETWEEN THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY AND M & R CONSTRUCTION FOR SHIP DEMO/REPLACEMENT FILE # 2018-1 IN THE AMOUNT OF \$88,530.00 (TO BE PAID WITH SHIP FUNDS).
- K. **APPROVAL OF:** AGREEMENT BETWEEN THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY AND M & R CONSTRUCTION FOR SHIP DEMO/REPLACEMENT FILE # 2018-2 IN THE AMOUNT OF \$88,530.00 (TO BE PAID WITH SHIP FUNDS).
- L. **APPROVAL OF:** SURPLUS PROPERTY INVENTORY LIST (DESIGNATION OF CERTAIN PROPERTY AS SURPLUS).
- M. **APPROVAL OF** SECOND AMENDED AND RESTATED INTERLOCAL AGREEMENT BETWEEN THE ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS AND THE BRADFORD COUNTY BOARD OF COUNTY COMMISSIONERS REGARDING LOCAL WORKFORCE DEVELOPMENT AREA 9.
- N. **APPROVAL OF** STATE OF FLORIDA, DEPARTMENT OF LAW ENFORCEMENT, LOBBYING, DEBARMENT AND DRUG FREE WORKPLACE CERTIFICATION FORM COMPLETED IN CONJUNCTION WITH THE 2020 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT SOUGHT ON BEHALF OF THE BRADFORD COUNTY SHERIFF'S OFFICE.
- O. **APPROVAL OF** STATE OF FLORIDA, DEPARTMENT OF LAW ENFORCEMENT, SUBAWARD MANAGEMENT QUESTIONNAIRE FORM COMPLETED IN CONJUNCTION WITH THE 2020 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT SOUGHT ON BEHALF OF THE BRADFORD COUNTY SHERIFF'S OFFICE.

It was **MOVED** by Commissioner Spooner and **SECONDED** by Commissioner Thompson to **APPROVE** THE CONSENT AGENDA WITH THE EXCEPTION OF ITEMS E, F, G AND H.

Discussion:

- Discussed items E and F.

Chair Dougherty conducted a roll-call vote:

Commissioner Spooner: Aye

Commissioner Thompson: Nay

Chair Dougherty: Nay

MOTION FAILED 2-1.

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It was **MOVED** by Commissioner Thompson to **APPROVE THE CONSENT AGENDA AS PRESENTED**. Chair Dougherty relinquished the gavel to Commissioner Thompson and **SECONDED** the motion.

Commissioner Thompson conducted a roll-call vote:

Commissioner Spooner: Nay

Commissioner Thompson: Aye

Chair Dougherty: Aye

MOTION CARRIED TO APPROVE 2-1.

DISCUSSION:

- Discussed items G and H.
- Clarification as to the Board's procedure on removing items on the Consent Agenda to allow for discussion of those items.

Following discussion and for the purpose of clarification, it was **MOVED** by Commissioner Thompson and **SECONDED** by Chair Dougherty to approve items E, F, G and H – independently from the approval of the Consent Agenda.

DISCUSSION:

- Request for expressed changes in documents E, F, G and H.

Chair Dougherty conducted a roll-call vote:

Commissioner Spooner: Nay

Commissioner Thompson: Aye

Chair Dougherty: Aye

MOTION CARRIED TO APPROVE 2-1.

5. COUNTY MANAGER REPORTS – WILL SEXTON

A. REPORT AND UPDATE ON PENDING MATTERS

Mr. Sexton provided a report on the status of submitting Fiscal-Year 2021-2022 Board department budget worksheets to the Clerk Finance Office with a goal of developing a budget with the same bottom-line as the current year. Mr. Sexton plans to have Board Department Heads at the July 15, 2021 Board meeting to answer questions about their budgets.

Mr. Sexton advised the Board that he continues to develop a spending plan for the American Rescue Plan Act (ARPA) funds allocated to Bradford County. He will present the draft spending plan to the Board during the July 15, 2021 Board meeting.

Discussion: No discussion.

B. DIRECTION ON OUTSIDE ORGANIZATION APPROPRIATIONS REQUESTS.

Mr. Sexton asked the Board to consider addressing appropriations requests during the July 15, 2021 Board meeting. The Board responded in the positive.

Mr. Sexton sought direction from the Board to discontinue virtual public comments due to poor audio quality and operational issues. The Board responded in the positive.

Mr. Sexton reminded the Board of its canceled Board meeting on Monday, July 5, 2021, the Courthouse will be closed to recognize Independence Day. The Board will resume its meeting on Thursday, July 15, 2021 at 6:30 PM, at the Bradford County Courthouse – Commission Chambers.

DISCUSSION:

- Capabilities to live stream Board meetings.

C. STRATEGIC PLANNING PART 1: MISSION STATEMENT

Mr. Sexton advised the Board that he is prepared to address the item of Strategic Planning Part 1. He provided the Board with a [draft document](#) that incorporates the Board’s ideas; however he acknowledged the absence of Commissioner Andrews and Commissioner Riddick and therefore sought direction from the Board to address this matter during the July 15, 2021 Board meeting. The Board responded in the positive.

DISCUSSION: No discussion.

6. PUBLIC WORKS REPORTS – JASON DODDS

- Reported on storm debris cleanup, day and night, since Saturday.
- Finished mainline paving on FDOT funded Road Project – NE 154th Street. Mr. Dodds is serving as the Construction Engineering and Inspection (CEI) Inspector on this project, and is also assisting as CEI for the City of Starke FDOT funded Orange Street paving project. In-house CEI services saves both government entities outside consultant fees.
- Reported an increase of solid waste volume at 229 Collection Site; Starke Collection Site; and Keystone Collection Site.

7. FIRE RESCUE REPORTS – ALLEN PARRISH. No report.

8. COUNTY ATTORNEY REPORTS – WILL SEXTON. No report.

9. SHERIFF REPORTS – GORDON SMITH. No report.

10. CLERK REPORTS – DENNY THOMPSON. No report.

11. COMMISSIONERS COMMENTS

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Commissioner Spooner:

- Thanked the community, Department of Corrections and Emergency Management regarding support on the passing of her brother.
- Asked Mr. Dodds to follow-up with the U.S. Army Corps of Engineers concerning their study of Bradford County and to ensure inclusion of canals that run through the eastside of Lawtey.
- Recommendation to Mr. Sexton on cross-training clerical staff.
- Is planning to seek help from the community in putting together an excel list of dirt roads in District 1.
- Community wide cleanup on Starke side and Lawtey side.

Commissioner Thompson:

- Comments regarding Commissioner Riddick and Andrews.

12. CHAIRMAN COMMENTS

- Encouraged Commissioners to become familiar with their district roads and to assist in trash cleanup efforts with volunteers.

ADJOURN: There being no further business, the meeting adjourned at 7:35 P.M.

BOARD OF COUNTY COMMISSIONERS
BRADFORD COUNTY, FLORIDA



CHRIS DOUGHERTY, CHAIR

ATTEST: 

DENNY THOMPSON, CLERK TO THE BOARD

Minutes prepared by:



Rachel Rhoden, Chief Deputy Clerk

Minutes approved by BoCC at the Regular Scheduled Meeting on July 15, 2021.