

**BOARD OF COUNTY COMMISSIONERS
MEETING MINUTES**

August 20, 2020
Gov. Charley E. Johns Conference Center
1610 N. Temple Avenue
Starke, FL 32091

**IN-PERSON AND TELEPHONIC
(Due to COVID-19)**



Regular Scheduled Meeting
6:30 p.m.

PRESENT: Commissioner District 3 Chairman Chris Dougherty
Commissioner District 2 Vice-Chairman Kenny Thompson
Commissioner District 1 Commissioner Ross Chandler
Commissioner District 4 Commissioner Danny Riddick
Commissioner District 5 Commissioner Frank Durrance

ALSO PRESENT: Rachel Rhoden, County Manager; Will Sexton, County Attorney; Alyssa Winston, Administrative Assistant; Ray Norman, Clerk of Courts; Jim Farrell, Finance Director; Dana LaFollette, Accountant, Finance Department; Marlene Stafford, Deputy Clerk; Allen Parrish, Emergency Medical Services Director; Capt. Ben Carter, Emergency Medical Services; Sheriff Smith; Major Smith; D.K. Bennett, Fire Director; Jason Dodds, Public Works Director; Ian Waters, I.T. Manager; Ben Riggs, Systems Administrator; Kelly Canady, Community Development Director; and Randy Andrews, Zoning Director.

CALL TO ORDER: Chairman Dougherty called the meeting to order at 6:57 p.m.

County Manager Rachel Rhoden presented opening comments specific to the format of the meeting being held both in-person and telephonically, due to COVID-19.

1. PUBLIC HEARING – CONSIDER ADOPTION OF RESOLUTION CLOSING AND ABANDONING ROADWAY (WOODLAWN)—Randy Andrews, Zoning Director:

Mr. Andrews cited the specifics of the proposed road closure and presented the resolution for consideration. Mr. Andrews read the title of the resolution into the record.

Chairman Dougherty opened the public hearing. There being no response, the public hearing was closed.

*Vice-Chairman Thompson **MOVED to approve the resolution as read.** Commissioner Riddick **SECONDED** the motion.*

Chairman Dougherty conducted a roll-call vote:

Commissioner Chandler: Aye

Vice-Chairman Thompson: Aye

Commissioner Durrance: Aye

Commissioner Riddick: Aye

Chairman Dougherty: Aye

*The **MOTION CARRIED 5-0.** ([Resolution No. 2020-30.](#))*

2. ZONING MATTERS—Randy Andrews, Zoning Director:

A. CONSIDER APPROVAL OF SPECIAL USE PERMIT APPLICATION NO. 20-03 (Rayonier Forest/Verizon) REQUESTING A SPECIAL USE PERMIT FOR AN ESSENTIAL SERVICES TELECOMMUNICATIONS TOWER

Mr. Andrews presented the [Special Use Permit Application](#) for consideration.

Mary Solik, Esq., legal counsel for the Applicant, Verizon Wireless, addressed the Commission requesting approval of the application.

At the request of Mr. Andrews, Ms. Solik presented comments regarding the county's use of space on the tower. Ms. Solik advised that there would need to be a written agreement with the county for the placement of equipment on the tower at no cost to the county. The agreement would address non-monetary issues. Bradford County would be responsible at its cost for a structural analysis of the tower when the equipment is placed, which is standard procedure; and any necessary frequency study to ensure there is no interference with existing equipment on the tower. Bradford County would also be responsible for all installation and maintenance cost of its own equipment. Verizon cannot agree to reserving 100'. Verizon can provide a slot (typically 10' slots) if you know what your slot is. If the county does not know what the slot is, Verizon can provide the slot once that decision is made.

There was no response to the call for public comments.

*Commissioner Durrance **MOVED to grant the Special Use Permit.** Vice-Chairman Thompson **SECONDED** the motion.*

Chairman Dougherty conducted a roll-call vote:

Commissioner Chandler: Aye

Vice-Chairman Thompson: Aye

Commissioner Durrance: Aye

Commissioner Riddick: Aye

Chairman Dougherty: Aye

*The **MOTION CARRIED 5-0.***

B. CONSIDER APPROVAL OF SPECIAL USE PERMIT APPLICATION NO. 20-02 (Chemours/Florida Power & Light) REQUESTING A SPECIAL USE PERMIT FOR AN ESSENTIAL SERVICES ELECTRICAL SUBSTATION

Mr. Andrews presented the Special Use Permit Application for consideration.

Robert Beaulieu, with the Applicant, Florida Power & Light, approached the Commission and was available to answer inquiries.

Mr. Andrews advised that the application was provided to the County Engineer, Robert Walpole. Mr. Walpole had questions, which were rectified. Mr. Walpole ultimately provided his approval of the site plan for the substation.

There was no response to the call for public comments.

Commissioner Riddick **MOVED to approve the [Special Use Permit Application](#)**. Commissioner Durrance **SECONDED** the motion.

Chairman Dougherty conducted a roll-call vote:

Commissioner Chandler: Aye

Vice-Chairman Thompson: Aye

Commissioner Durrance: Aye

Commissioner Riddick: Aye

Chairman Dougherty: Aye

The **MOTION CARRIED 5-0.**

3. PUBLIC COMMENTS: There were no in-person public comments. The following individuals presented comments telephonically on the subject matter(s) noted:

Carol Mosley ([Read Written Statement](#)):

- Items 6B and 6C on the Consent Agenda. (Reroofing of the Gov. Charley E. Johns Conference Center.)
- Status of HPS reimbursement of OEC fees.

Paul Still:

- Sampson Canal debris.
- Proposed settlement offer relating to the Division of Administrative Hearings Case No. 20-000091; Paul Still vs. Suwannee River Water Management District and Bradford County.

4. APPROVAL AND/OR ADOPTION OF CONSENT AGENDA:

- A. PAYMENT OF BILLS—Reviewed by Commissioner Durrance** (The Distribution List is on file in the Finance Department of the Office of the Clerk of Courts.)
- B. INVENTORY SURPLUS LIST**
- C. STRYKER PROCARE SERVICES RENEWAL AGREEMENT FOR EMS CARDIAC MONITOR/DEFIBRILLATOR MAINTENANCE (No Increase from Last Year). SERVICES TERM: August 5, 2020 through August 4, 2021.**
- D. CARR, RIGGS & INGRAM, LLC ENGAGEMENT LETTER FOR CARES SUPPORT SERVICES (Retroactive Approval – Signed by Chairman Dougherty on 08-13-2020)**
- E. FISCAL YEAR 20-21 SMALL COUNTY CONSOLIDATED WASTE GRANT AND COST ANALYSIS**
- F. MINUTES OF JULY 16, 2020 REGULAR SCHEDULED MEETING**
- G. MINUTES OF AUGUST 3, 2020 REGULAR SCHEDULED MEETING**
- H. RESOLUTION – Confirming Proclamations of a Local State of Emergency ([Resolution No. 2020-31.](#))**
- I. RESOLUTION – Authorizing Execution of a State-Funded Grant Supplemental Agreement with FDOT for Resurfacing/Reconstruction Project 430702-1-54-01 ([Resolution No. 2020-32.](#))**

- J. **RESOLUTION – Authorizing Execution of a State-Funded Grant Supplemental Agreement with FDOT for Resurfacing/Reconstruction Project 436451-1-54-01**
[\(Resolution No. 2020-33.\)](#)
- K. **MINUTES OF JULY 6, 2020 REGULAR SCHEDULE MEETING**
- L. **[INTERLOCAL AGREEMENT WITH THE CITY OF KEYSTONE HEIGHTS](#), FLORIDA FOR MATTERS RELATED TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY, FLORIDA JOB GROWTH INFRASTRUCTURE GRANT – DEO AGREEMENT NO. G0062**

Commissioner Durrance **MOVED to approve and adopt the [Consent Agenda](#)**. Commissioner Riddick **SECONDED the motion**.

Chairman Dougherty conducted a roll-call vote:

Commissioner Chandler: Aye

Vice-Chairman Thompson: Aye

Commissioner Durrance: Aye

Commissioner Riddick: Aye

Chairman Dougherty: Aye

The **MOTION CARRIED 5-0**.

5. COUNTY ATTORNEY REPORTS—Will Sexton: None.

6. COUNTY MANAGER REPORTS—Rachel Rhoden:

- A. **CONSIDER APPROVAL OF PROPOSED PLAN FOR CARES ACT FUNDING THROUGH THE COMMUNITY DEVELOPMENT DEPARTMENT—Kelly Canady, Community Development Director:**

Ms. Canady presented the plan for consideration. The county received \$240,768 for the first allocation. Depending on how those funds are spent, the county is eligible for a second allocation. Applicants who suffered employment interruptions due to COVID-19 could be eligible for assistance up to \$1,000.00 per household for rental/mortgage/utility assistance if they fall into the income guidelines.

Vice-Chairman Thompson **MOVED to approve the [proposed plan](#)**. Commissioner Durrance **SECONDED the motion**.

Chairman Dougherty conducted a roll-call vote:

Commissioner Chandler: Aye

Vice-Chairman Thompson: Aye

Commissioner Durrance: Aye

Commissioner Riddick: Aye

Chairman Dougherty: Aye

The **MOTION CARRIED 5-0**.

B. CONSIDER APPROVAL OF A PROPOSAL FROM ADVANCED ROOFING, INC. RESPONDING TO A REQUEST FOR PROPOSAL (RFP) – GOVERNOR CHARLEY E. JOHNS CONFERENCE CENTER ROOF REPLACEMENT IN THE AMOUNT OF \$69,579.00 (Low Proposal)—Jason Dodds, Public Works Director:

Ms. Rhoden reported that during the last few months and after heavy rainfalls, the need for a new roof and gutter system for the Conference Center has become apparent and needs immediate attention. As the Conference Center is used by both the County and the City to conduct monthly meetings in order to adhere to CDC guidelines for social distancing, the State has confirmed that the needed repairs qualify under the CARES Program funding.

[A Request for Proposals \(RFP\)](#) was advertised. The proposals were reviewed and ranked by the following committee: Jason Dodds, Public Works Director; Rachel Rhoden, County Manager; and Dales Hayes, Maintenance Supervisor. The committee recommends Advanced Roofing, Inc. to perform the work for \$69,579.

Commissioner Durrance presented comments regarding past flooding issues with the building.

Mr. Dodds reported on the flooding of the building caused by recent heavy rainfalls and due to the existing roof and an inadequate gutter system. Mr. Dodds briefly reviewed the Scope of Work contained in the proposal.

*Commissioner Durrance **MOVED to approve the proposal from Advance Roofing Inc.**
Commissioner Riddick **SECONDED the motion.***

Chairman Dougherty conducted a roll-call vote:

Commissioner Chandler: Aye

Vice-Chairman Thompson: Aye

Commissioner Durrance: Aye

Commissioner Riddick: Aye

Chairman Dougherty: Aye

*The **MOTION CARRIED 5-0.***

C. CONSIDER APPROVAL OF A PUBLIC IMPROVEMENT CONTRACT BETWEEN BRADFORD COUNTY AND ADVANCED ROOFING, INC. FOR THE GOVERNOR CHARLEY E. JOHNS CONFERENCE CENTER REROOFING PROJECT—Jason Dodds, Public Works Director:

Ms. Rhoden presented the contract for consideration.

*Vice-Chairman Thompson **MOVED to approve the [Public Improvement Contract between Bradford County and Advanced Roofing, Inc.](#)** Commissioner Durrance **SECONDED the motion.***

Chairman Dougherty conducted a roll-call vote:

Commissioner Chandler: Aye

Vice-Chairman Thompson: Aye

Commissioner Durrance: Aye

Commissioner Riddick: Aye

Chairman Dougherty: Aye

*The **MOTION CARRIED 5-0.***

D. PERMISSION TO COMPENSATE THE BRADFORD COUNTY SCHOOL BOARD IN THE AMOUNT OF \$27,258.52 FOR COSTS ASSOCIATED WITH SCHOOL BOARD STAFFING AT THE STARKE ELEMENTARY SHELTER DURING HURRICANE IRMA

Ms. Rhoden presented [the request](#) for consideration.

*Commissioner Durrance **MOVED to compensate the Bradford County School Board in the amount of \$27,258.52.** Commissioner Riddick **SECONDED the motion.***

Chairman Dougherty conducted a roll-call vote:

Commissioner Chandler: Aye

Vice-Chairman Thompson: Aye

Commissioner Durrance: Aye

Commissioner Riddick: Aye

Chairman Dougherty: Aye

*The **MOTION CARRIED 5-0.***

7. SHERIFF REPORTS—Sheriff Smith:

Sheriff Smith expressed his appreciation to the electorate for the opportunity to continue serving as Bradford County Sheriff.

A. CONSIDER APPROVAL OF A STATE-FUNDED GRANT AGREEMENT BETWEEN BRADFORD COUNTY AND THE STATE OF FLORIDA, DIVISION OF EMERGENCY MANAGEMENT FOR PLANNING AND DESIGN OF A NEW COUNTY EMERGENCY OPERATIONS CENTER. GRANT AWARD - \$200,000.00 (No County Match)

Sheriff Smith presented the grant agreement for consideration. This grant agreement is for the planning and design phase only for a new County Emergency Operations Center.

Chairman Dougherty recalled the monies that were spent on renovations and improvements to the EOC during Hurricane IRMA and asked if a new EOC is included in the Sheriff's Capital Improvement Plan. Sheriff Smith stated that this project is expected to take 5-7 years. Additional appropriations requests or grant applications will need to be submitted as the project moves forward.

In response to Chairman Dougherty's inquiry, Ms. Rhoden advised that a new EOC is included the Local Mitigation Plan.

Commissioner Riddick **MOVED** to approve the [State-Funded Grant Agreement](#) between Bradford County and the State of Florida, Division of Emergency Management. Commissioner Durrance **SECONDED** the motion.

Chairman Dougherty conducted a roll-call vote:

Commissioner Chandler: Aye

Vice-Chairman Thompson: Aye

Commissioner Durrance: Aye

Commissioner Riddick: Aye

Chairman Dougherty: Aye

Sheriff Smith reported on the newly upgraded, state of the art COM center. They should begin moving in next week; shortly thereafter, he will invite the Commission for a walk-thru. Sheriff Smith expressed appreciation to everyone involved in the success of the project. The State has approved the reimbursement request and they should receive a check for the \$750,000.00 in 7-14 days.

**B. PRESENTATION OF FY20-21 BUDGET PROPOSAL FOR THE FIRE DEPARTMENT—
Donald Bennett, Fire Director:**

Before the presentation of the budget proposal, Chairman Dougherty expressed appreciation to Sheriff Smith, D.K. Bennett and the men and women of the Sheriff's Office and the Fire Department for their achievements since taking over the Fire Department. Chairman Dougherty stated that he is only one member of the Board, but he would like to see the Fire Department back under the direction of the County Manager. Ms. Rhoden has demonstrated her abilities to work with the departments, to include fiscal responsibility with each department budget.

Sheriff Smith recited numerous improvements made to the Fire Department since it was transferred to the Sheriff's Office 14 months ago. He recognized and thanked D.K. Bennett and Chris Cooksey for their hard work and dedication to the Department. Sheriff Smith added that the men and women currently responding to calls need to know whether or not the Board is going to fund the Fire Department and what they can expect in the future. Sheriff Smith ended his comments by stating that as of midnight, the Fire Department belongs to the Board.

At the request of Ms. Rhoden, there was a consensus to hold a meeting on Tuesday, September 8th at 9:30 a.m. to discuss the transition.

Ms. Rhoden asked Sheriff Smith if he would be willing to make the effective date October 1. She added that the Board recognizes the budget needs and Mr. Bennett did an excellent job presenting his proposal to the Commissioners individually and to staff.

Sheriff Smith stated that he and his staff are willing to do whatever it takes to make the transition successful. He will meet with staff in the morning and go from there.

8. CLERK REPORTS—Clerk Norman:

A. REQUEST PERMISSION TO OPEN A NEW BANK ACCOUNT FOR THE CARES FUNDING ALLOCATED TO BRADFORD COUNTY COMMUNITY DEVELOPMENT DEPARTMENT:

Clerk Norman requested permission to open a new bank account for the CARES funding allocated to the Community Development Department.

*Commissioner Riddick **MOVED to open a new bank account for the CARES funding.** Vice-Chairman Thompson **SECONDED the motion.***

Chairman Dougherty conducted a roll-call vote:

Commissioner Chandler: Aye

Vice-Chairman Thompson: Aye

Commissioner Durrance: Aye

Commissioner Riddick: Aye

Chairman Dougherty: Aye

*The **MOTION CARRIED 5-0.***

B. PRESENTATION OF FY2020-2021 TENTATIVE BUDGET:

Clerk Norman stated that the FY20-21 Tentative Budget notebook was given to the Board prior to the meeting. Mr. Farrell and Ms. Lafollette are available to answer any questions the Board may have between now and the first public hearing that is set for September 17.

Chairman Dougherty thanked the Clerk and staff for the hard work to produce the budget.

9. CHAIRMAN COMMENTS—Chairman Dougherty: None.

10. COMMISSIONERS' COMMENTS:

Commissioner Riddick:

- Expressed appreciation to Mr. Bennett, Mr. Cooksey and the Sheriff's Office for stepping in and taking over the Fire Department. He is confident that the Sheriff's Office will assist the county with the transition.

Commissioner Durrance:

- Echoed Commissioner Riddick's comment.
- Reported that the City of Starke has agreed to help the county with the utility bill for the Gov. Charley E. Johns Conference Center.

(08-20-2020 Regular Meeting)

ADJOURN: There being no further business, the meeting adjourned at 7:52 p.m.

These minutes approved by the BoCC at the Regular Scheduled Meeting of 09-17-2020.