

**BOARD OF COUNTY COMMISSIONERS
MEETING MINUTES**

January 11, 2021
County Commission Chambers
945 N. Temple Avenue
Starke, FL 32091

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



Regular Scheduled Meeting
Meeting Time 9:30 A.M.

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

ALSO PRESENT: Will Sexton, Interim County Manager and County Attorney; Alyssa Winston, Administrative Assistant; Denny Thompson, Clerk of Courts; Rachel Rhoden, Chief Deputy Clerk; Finance Department Accountant Dana Lafollette; Major Dawn McKinley; Zoning Director Randy Andrews; Sheriff Gordon Smith; Fire Rescue Director Allen Parrish; Division Chief Ben Carter; Emergency Management Director Lt. Brad Witt; Community Development Director Kelly Canady; Public Works Director Jason Dodds; and Deputy Emergency Management Director Wendy Russell.

CALL TO ORDER: Chair Dougherty called the meeting to order at 9:30 A.M.

1. AWARDS AND RECOGNITIONS. CERTIFICATES OF APPRECIATION FOR FIRE-RESCUE AND PUBLIC WORKS EMPLOYEES.

Chair Dougherty recognized the following individuals for storm recover efforts during the late hours of Christmas Eve and early hours of Christmas Day.

- Wendy Russell- Emergency Management
- Dale Norman – Public Works
- D.O. Smith – Public Works
- John McKinley – Public Works
- Breana Edwards – Fire Rescue
- Jim Marburger – Fire Rescue
- Josh Jewett – Fire Rescue
- Bethany Hunsinger – Fire Rescue
- Josh Quijano- Fire Rescue
- Misty Baker – Fire Rescue
- Michael Anhalt – Fire Rescue
- David Weeks – Fire Rescue
- Ashley Reul – Fire Rescue
- Matthew Kimball – Fire Rescue
- Matt Maloney – Fire Rescue
- Emmalee Hooper – Fire Rescue
- Brandon Vazquez – Fire Rescue
- Kevin Mobley – Fire Rescue
- Joel Haas – Fire Rescue
- Bryan Blackburn – Fire Rescue
- Hernan Urbano – Fire Rescue
- Stephen Ogden – Fire Rescue
- Jonathan Mulkey – Fire Rescue
- John Tallman – Fire Rescue
- Dylan Rogers – Fire Rescue
- Ben Carter – Fire Rescue
- Brat Witt – Emergency Management

- Michael Heeder – Sheriff’s Office
- Kevin Muller – Sheriff’s Office
- Jason Dodds – Public Works

2. PUBLIC COMMENTS ([Public Comment Cards](#)):

Chair Dougherty recognized the following individuals for public comments:

- Tom Germano
- Brenda Chamberlin
- Paul Still (call-in)
- Carol Mosley (call-in) – [read from written statement](#).

3. APPROVAL AND/OR ADOPTION OF [CONSENT AGENDA](#).

- A. Payment of Bills – Reviewed by Commissioner Andrews. (*The payment of bills distribution list is on file in the Finance Department of the Clerk of Courts Office*).
- B. Consider approval of: A RESOLUTION 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. ([Resolution No. 2021-01](#)).
- C. Board of County Commissioner Meeting Minutes – November 19, 2020.
- D. Department of Economic Opportunity (DEO) – Small Cities Community Development Block Grant Program, Modification No. 2 for a time extension to Subgrant Agreement between DEO and Bradford County.
- E. Designation of Records Management Liaison Officer
- F. Consider approval of DOT Transportation Application for FY 2027 – CR 229 from Starke Elementary School to NW 177th Ave., including Hwy 177th Ave. to SR 16.
- G. Consider approval of DOT Transportation Application for FY 2027 – parking lot at Bobbie Sheppard Memorial Park (location of rails-to-trails trailhead).
- H. Consider approval of a bid award recommendation on widening and resurfacing NE 154th Street (FDOT Project ID: 438186-1-54-01) to V.E. Whitehurst & Sons, Inc. (low bidder) in the amount of \$485,210.21.
- I. Consider approval of an agreement with V.E. Whitehurst & Sons, Inc. to complete construction of NE 154th Street roadway widening and resurfacing in the amount of \$485,210.21.
- J. Consider approval of Sheriff’s Office E-9-1-1 State Grant Application for Telecommunication Monitors.
- K. Consider approval of Sheriff’s Office E-9-1-1 State Grant Application for ArcGIS Enterprise Implementation & the Addresser Upgrade.
- L. Consider approval of Sheriff’s Office E-9-1-1 State Grant Application for 911 System Maintenance on Insight Mevo Phones and Database.
- M. Consider approval of Sheriff’s Office E-9-1-1 State Grant Application for Communications Eventide Recorder. (Addendum Item)
- N. Consider approval of satisfaction of mortgage on SHIP-Rehabilitation – File # 2014-5-S. (Addendum Item)

(01-11-2021 Regular Meeting)

- O. Consider approval of satisfaction of mortgage on SHIP-Rehabilitation – Kight, J. (Addendum Item)

Vice-Chair Riddick MOVED to approve the Consent Agenda. Commissioner Thompson SECONDED the motion.

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

4. BRADFORD COUNTY SPORTS INC. BUDGET REQUEST – TYLER ORTON.

Chair Dougherty recognized Tyler Orton who presented a budget request on behalf of Bradford County Sports, Inc. in the amount of \$5,895.00 for FY 20-21.

In response to comments presented by Chair Dougherty, Mr. Orton outlined the history of Bradford County Sports, Inc., the need for youth activities, and expressed the difficulty with collecting donations.

Responding to Vice-Chair Riddick's comments, Mr. Sexton confirmed the availability of recreation funds to fulfil the \$5,895.00 request.

Vice-Chair Riddick MOVED to approve the budget request in the amount of \$5,895.00 to the Bradford County Sports, Inc. Commissioner Spooner SECONDED the motion.

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.

Chair Dougherty recognized Pam Whittle, who presented Bradford County Tourist Development Council expenditure requests.

- A. PERMISSION TO PAY AN INVOICE FROM BRADFORD SPORTSMEN'S FARM, IN THE AMOUNT OF \$7,500.00 (TO BE PAID FROM TDC FUNDS) FOR ADVERTISEMENT OF FLORIDA CHALLENGE HOSTED AT THE BRADFORD SPORTSMEN'S FARM FEBRUARY 18-21, 2021.**

(01-11-2021 Regular Meeting)

Commissioner Spooner MOVED to approve payment of an invoice payable to Bradford Sportsmen's Farm, in the amount of \$7,500.00. Commissioner Andrews SECONDED the motion.

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. PERMISSION TO PAY AN INVOICE FROM BRADFORD FAIR, IN THE AMOUNT OF \$7,500.00 (TO BE PAID FROM TDC FUNDS) FOR ADVERTISEMENT OF THE BRADFORD FAIR MARCH 9-14, 2021.

Commissioner Spooner MOVED to approve payment of an invoice payable to Bradford Fair, in the amount of \$7,500.00. Vice-Chair Riddick SECONDED the motion.

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. PERMISSION TO PAY AN INVOICE FROM NORTH FLORIDA REGIONAL CHAMBER OF COMMERCE, IN THE AMOUNT OF \$7,500.00 (TO BE PAID FROM TDC FUNDS) FOR ADVERTISEMENT OF THE 23RD ANNUAL BRADFORD COUNTY STRAWBERRY FESTIVAL MARCH 27-28, 2021.

Commissioner Thompson MOVED to approve payment of an invoice payable to North Florida Regional Chamber of Commerce, in the amount of \$7,500.00. Commissioner Andrews SECONDED the motion.

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. INTERIM COUNTY MANAGER REPORTS – WILL SEXTON

A. INFORMATIONAL REPORT/UPDATE – PUBLIC WORKS DEPARTMENT

Will Sexton recognized Public Works Director Jason Dodds to provide an informational report/update.

Mr. Dodds provided comments regarding the following updates:

- Purchase of a grapple truck from Mosquito Control State Funds.
- Operations of Solid Waste Collection Sites.
- Maintenance and housekeeping operations.
- Updates on the repairs at the Governor Charley E. Johns Conference Center.
- Sanitation efforts at all County Parks.
- Right-of-way trimming – completed 122 miles.

Responding to Commissioner Spooner’s inquiry regarding dumping during the holidays, Mr. Dodds indicated that no complaints were received.

Each Commissioner expressed appreciation to Mr. Dodds. Mr. Dodds presented closing comments and thanked everyone involved in the recent storm recovery efforts.

B. INFORMATIONAL REPORT/UPDATE – FIRE-RESCUE DEPARTMENT

Will Sexton recognized Fire Recue Director Allen Parrish to provide an information report/update.

Mr. Parrish provided comments regarding the following updates:

- Expressed appreciation of recognition awards.
- Commended all agencies that work together.
- Presented the Board with a [document](#) outlining Fire/Rescue information.
- Discussed challenges related to COVID-19 mitigation and future funding of Fire/Rescue.

Responding to Commissioner Spooner’s inquiry, Mr. Parrish stated that the Moderna vaccine is what is being administered, but that he would need to verify with the Health Department. He confirmed that the Health Department has received additional help and has assigned additional appointment slots. Commissioner Spooner inquired about residency requirements. Mr. Parrish was unable to confirm; however, Chair Dougherty stated individuals do not have to be residents.

C. PROVIDE DIRECTION ON EXTENSION OF EMERGENCY COVID EMPLOYEE BENEFITS.

Mr. Sexton reported that Congress passed the Consolidated Appropriations Act, 2021 on December 27, 2020 that provides employers the option of extending the Emergency Paid Sick Leave Act and Emergency Family and Medical Leave Expansion Act benefits through March 31, 2021. Employees are only allowed to take advantage of this benefit one-time, up to 80 hours.

Will Sexton indicated that this benefit has not had a significant impact on the county’s workforce or budget and therefore recommends that the Board elect to extend said benefit through March 31, 2021.

Commissioner Spooner MOVED to approve extension of emergency COVID employee benefits. Commissioner Riddick SECONDED the motion.

Chair Dougherty conducted a roll-call vote:

(01-11-2021 Regular Meeting)

Commissioner Spooner: Aye
Commissioner Thompson: Aye
Commissioner Andrews: Aye
Vice-Chair Riddick: Aye
Chair Dougherty - Aye
THE MOTION CARRIES 5-0

D. DISCUSSION OF DRAFT LEGISLATIVE AGENDA FOR 2021.

Mr. Sexton presented a list of legislative recommendations provided by each county commissioner for review and consideration. From the list, Mr. Sexton recommended at a minimum to include: 1) The \$1.19 million that was asked of the Legislature last year for enhancements to the State Road 100 Project, in conjunction with an existing \$2.3 million dollar Florida Jobs Growth Grant at the Airport; and 2) The Concerned Citizens Group request for funding for the RJE Center which the County sponsored last year. Both projects were vetoed by Governor DeSantis in the current budget.

After lengthy discussion among the Commissioners, Will Sexton suggested that staff create a narrative outlining the importance of all recommendations provided by the Board to include in Bradford County's Legislative Agenda for the Board to approve at their next meeting. Furthermore, he recommended that staff proceed with the submission of \$1.19 million for the State Road 100 Improvements Project and the Concerned Citizens Group RJE Improvements Project in order to make the January 19, 2021 appropriations application deadline.

Commissioner Spooner **MOVED** to approve the DEO Jobs Growth Grant and the Concerned Citizens for the legislative agenda suggestions and items to be discussed with the Legislative Delegation. Commissioner Andrews **SECONDED** the motion.

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

Will Sexton announced that the January 21, 2021 meeting will be at the Governor Charley E. Johns Conference Center and that prior to the Board meeting, a Planning and Zoning and Board of Adjustments meeting will take place that evening at 6:00 P.M.

7. COUNTY ATTORNEY REPORTS – WILL SEXTON: None.

8. SHERIFF REPORTS – GORDON SMITH

Sheriff Smith announced that they have partnered with the Pink Ladies at the Hospital in Bradford County to help with victim services, Salvation Army, elderly call-in, court services, and over-all general help.

A. 2021 TRANSPORT VAN – [CARES](#)

(01-11-2021 Regular Meeting)

Sheriff Smith recognized Major Dawn McKinley, who presented a CARES funding request to purchase a transport van to assist with social distancing efforts.

In response to Commissioner Spooner's inquiry, Alyssa Winston confirmed the availability of CARES funding to fulfil the request.

Commissioner Spooner **MOVED** to approve the purchase of the 2021 transport van to assist in this time with the pandemic and also be able to use that out of the CARES funding. Commissioner Andrews **SECONDED** the motion.

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. Information Report/Update – Emergency Management

Lt. Brad Witt provided comments on the following:

- Recognized Deputy Director Wendy Russell. Announced that Ms. Russell will be honored at the Florida Emergency Preparedness Association next month for receiving her Florida Professional Emergency Manager Certification.
- Expressed gratitude to other departments, agencies and businesses that work with Emergency Management.
- On-going Local State of Emergency related to COVID-19, vaccine availability and protocols, and local responses to the pandemic.
- 2020 Atlantic Hurricane Season updates.
- Storm event during Christmas Eve and Christmas Day.
- On-going projects: 1) Distribution of sandbags; 2) Unmanned Aerial Vehicle Drones Program; 3) Emergency Operations appropriations in the amount of \$200,000.00 for planning and design.

Responding to Commissioner Spooner's inquiry, Lt. Witt provided additional information regarding the COVID-19 vaccine and encouraged individuals to continue practicing CDC guidelines.

9. CLERK REPORTS – DENNY THOMPSON: None.

10. COMMISSIONERS COMMENTS

Vice-Chair Riddick:

- Thanked those who responded during the storm on Christmas Eve and Christmas Day.

Commissioner Andrews:

- Thanked those who responded during the storm on Christmas Eve and Christmas Day.

(01-11-2021 Regular Meeting)

- Calls received by citizens concerning the need to fill the vacant Live Stock Agent position at the Ag/Extension Office. Requested Will Sexton to schedule a presentation by Dr. Simonne about different positions and possibly revisit filling the Live Stock Agent position.
- Interested in discussing the County Manger position and advertising the position – hopefully statewide. Requested Will Sexton to develop a job description and research salary ranges of similar sized counties.

Commissioner Thompson:

- Thanked those who responded during the storm on Christmas Eve and Christmas Day.

Commissioner Spooner:

- Thanked those who responded during the storm on Christmas Eve and Christmas Day.
- Touched on COVID-19 and doing our part to protect others such as practicing social distancing.
- January 26, 2021, the Church of God by Faith will host a food drive.

A. DISCUSSION OF COUNTY MANAGER POSITION

Commissioners Spooner, Commissioner Andrews and Vice-Chair Riddick made comments regarding the need to fill the County Manager position and expressed the value in having a County Manager.

There was lengthy discussion regarding the County Manager position. The Board agreed to schedule workshop in February to discuss the matter further

B. STRATEGIC PLANNING WORKSHOP

Lengthy comments made regarding a Strategic Planning Workshop.

Will Sexton advised that he would create a calendar corroborated around other community meetings and events to assist the Board in selecting a date for a workshop at their next regular scheduled meeting.

CHAIR COMMENTS

- Recognized David Weeks with Fire Rescue on completing his degree.
- Based on conversation with Amie Johns, Chair Dougherty commented on the COVID-19 vaccine availability and distribution.
- Expressed interest in discussing the Live Stock Agent position further through Dr. Simonne's presentation.
- Lengthy comments regarding the County Manager Position. Stated he would like to see the conversation of County Manager position put on hold for 6 months and let the board decide at time how the departments are functioning. In the meantime, would like to hear regular updates from Department Heads or their appointee(s).

ADJOURN: There being no further business, the meeting adjourned at 12:00 P.M.

(01-11-2021 Regular Meeting)

Minutes approved by BoCC at the Regular Scheduled Meeting of February 1, 2021.