

BOARD OF COUNTY COMMISSIONERS OF BRADFORD, COUNTY

October 4, 2021
9:30 A.M.

Governor Charley E. Johns Conference Center
1610 North Temple Avenue
Starke, FL 32091

MEETING MINUTES

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

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; and Public Works Director Jason Dodds.

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

1. **PUBLIC COMMENTS. No public comments.**

2. **APPROVAL OF CONSENT AGENDA ITEMS:**

- A. **APPROVAL OF: A RESOLUTION (Resolution No. 2021-36) 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: A RESOLUTION (Resolution No. 2021-37) OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA AUTHORIZING EXECUTION OF A STATE-FUNDED GRANT AGREEMENT WITH THE STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION; DESIGNATING THE AUTHORITY TO SIGN AND EXECUTE SAID AGREEMENT; PROVIDING DIRECTION TO STAFF; AND PROVIDING AN EFFECTIVE DATE.**
- C. **APPROVAL (RETROACTIVE) OF: BRADFORD COUNTY SHERIFF AND CITY OF STARKE AGREEMENT FOR THE PROVISION OF POLICE AND FIRE DISPATCH SERVICES.**
- D. **APPROVAL OF: E911 RURAL COUNTY GRANT PROGRAM APPLICATION FOR SYSTEM MAINTENANCE IN THE AMOUNT OF \$36,450.80 (NO COUNTY MATCH).**
- E. **APPROVAL OF: A RESOLUTION (Resolution No. 2021-38) OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA AUTHORIZING EXECUTION OF A LOCAL AGENCY PROGRAM AGREEMENT WITH THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION FOR SIDEWALK PROJECT 443251-1-38-02; DESIGNATING THE AUTHORITY TO SIGN AND EXECUTE SAID**

AGREEMENT; PROVIDING DIRECTION TO STAFF; AND PROVIDING AN EFFECTIVE DATE.

- F. APPROVAL OF: A RESOLUTION (Resolution No. 2021-39) OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA CERTIFYING THAT THE MONIES FROM THE EMS COUNT AWARDS GRANT WILL IMPROVE AND EXPAND THE PRE-HOSPITAL EMS SYSTEM IN BRADFORD COUNTY, FLORIDA AND THAT SAID MONIES WILL NOT BE UTILIZED TO SUPPLANT EXISTING BRADFORD COUNTY EMS BUDGET ALLOCATIONS; AND PROVIDING AND EFFECTIVE DATE
- G. APPROVAL OF: BOARD OF COUNTY COMMISSIONERS MEETING MINUTES – SEPTEMBER 2, 2021.
- H. APPROVAL OF: BOARD OF COUNTY COMMISSIONERS PUBLIC HEARING MINUTES – SEPTEMBER 16, 2021.
- I. APPROVAL OF: INVOICE FROM/PAYMENT TO PERSONIFIED CONCEPTS, LLC, IN THE AMOUNT OF \$7,200.00 (TO BE PAID FROM TDC FUNDS) FOR BILLBOARD LEASE AGREEMENT TO PROMOTE BRADFORD COUNTY.
- J. APPROVAL OF: INVOICE FROM/PAYMENT TO DOWNTOWN MERCHANTS, IN THE AMOUNT OF \$4,500.00 (TO BE PAID FROM TDC FUNDS) FOR CHRISTMAS ON CALL STREET FESTIVAL DECEMBER 9-11, 2021.
- K. APPROVAL OF: BRADFORD COUNTY SHERIFF'S OFFICE NET MOTION LICENSES RENEWAL, IN THE AMOUNT OF \$9,881.10 (ANNUAL INCREASE OF \$1,206.91 – IGCf APPROVED: 9-28-2021).

It was MOVED by COMMISSIONER THOMPSON and SECONDED by VICE CHAIR RIDDICK to APPROVE THE CONSENT AGENDA.

DISCUSSION: No discussions.

Chair Dougherty Conducted A Roll-Call Vote:

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

THE MOTION CARRIED 5-0

3. COUNTY ATTORNEY REPORTS – WILL SEXTON

A. REPORT AND UPDATE ON PENDING MATTERS.

Mr. Sexton provided the following updates and reports:

- Reminded the Board of the Bradford County Legislative Delegation Meeting scheduled for Tuesday, October 5, 2021 at 4:30 P.M. at the Governor Charley E. Johns Conference Center.

(October 4, 2021, BoCC Meeting)

- Sought direction from the Board on its desire to continue meeting at the Governor Charley E. Johns Conference Center or move back into the Commission Chambers located inside the Bradford County Courthouse.
- There was majority Board consensus to hold future board meetings inside the Commission Chambers, located inside the Bradford County Courthouse, effective next meeting.

B. FISCAL YEAR 2021-2022 BUDGET STRATEGIES.

Mr. Sexton shared with the Board the following budget strategies for fiscal-year 2021-2022:

- i. Begin presenting the Board with a monthly detailed financial report beginning at the late October meeting.
- ii. Options and potential outcomes for bringing more expenditure requests before the Board for consideration of approval.

DISCUSSION:

- Current purchasing policy requirements.
- Communicate with vendors on approving purchases without a purchase order.
- Provide an explanation on why certain items are being purchased when they already exist within a department.

There was Board consensus to view more purchases below the Purchasing Policy threshold of \$25,000.00 before a vendor is engaged for services.

- iii. Asked the Board if they had additional feedback/direction concerning the Board approved 3% raise for Board employees.

DISCUSSION:

- Issuing a 3% raise to Board employees who have not realized a full 3% raise in years past.
- Issuing a 3% raise to all Board employees.
- Since 2015, half of the Board's employees received raises which was mostly associated with additional responsibilities or learning new skills.
- Strategic planning.

There was majority Board consensus to move forward with issuing a 3% raise to all Board employees.

4. PUBLIC WORKS REPORT – JASON DODDS.

Mr. Dodds provided the following reports:

- Acknowledged staff for pipe work completed on N.E. 17th.
- Pre-Construction meeting on S.E. 49th (behind Hampton Elementary School), is scheduled on October 12, 2021.

(October 4, 2021, BoCC Meeting)

DISCUSSION:

- Thanks expressed for work performed in the N.E. Lawtey area.
 - Thanks expressed for work performed on N.E. 17th.
- 5. FIRE RESCUE REPORTS – ALLEN PARRISH.** No reports.
- 6. SHERIFF REPORTS – GORDON SMITH.** No reports.
- 7. CLERK REPORTS – DENNY THOMPSON.**

Clerk Thompson stated that he would appreciate the Board entertaining a revision to the Board's purchasing policy decreasing the purchase order requirement from \$1,000.00 to \$500.00.

8. COMMISSIONER COMMENTS.

Vice Chair Riddick:

- Thanked staff for all they do and stated that he is looking forward to a new budget process.

Commissioner Andrews:

- Thanked staff for all they do.
- Looking forward to new budget process.
- Inquired status of pursuing a Franchise Fee.
 - Mr. Sexton advised that he has a meeting scheduled on October 8th with Clay Electric to discuss next steps.
- Strategic Planning. The Board discussed scheduling the topic of strategic planning during a scheduled Board Meeting; Commissioner Andrews suggested Monday, November 1, 2021; Chair Dougherty asked that discussions be limited to one hour during the November 1, 2021 meeting, and if that could not be accomplished than to schedule the topic of strategic planning during an evening Board meeting.
 - **The Board was in consensus to discuss the topic of strategic planning during the November 1, 2021 meeting IF the discussion could be limited to one hour – if not, the Board agreed to discuss the topic of strategic planning during an evening meeting.**

Commissioner Spooner:

- Recognized Breast Cancer Awareness during the month of October.
 - Frequent washouts on C.R. 173rd Street and C.R. 227 at the end of Carter Road during inclement weather.
 - Prepare for upcoming redistricting.
 - COVID-19 safe practices.
- 9. CHAIR COMMENTS.**
- Encouraged better communication between all County offices.

(October 4, 2021, BoCC Meeting)

ADJOURN: There being no further business, the meeting adjourned at 10:05 A.M.

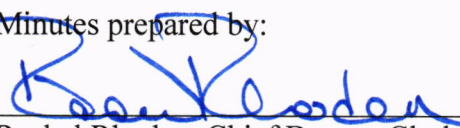
BOARD OF COUNTY COMMISSIONERS
BRADFORD COUNTY, FLORIDA



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 November 1, 2021.