

**BOARD OF COUNTY COMMISSIONERS
MEETING MINUTES**

March 25, 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 4 - Vice-Chair Danny Riddick
Commissioner District 1 – Carolyn Spooner
Commissioner District 5 – Diane Andrews

ABSENT: Commissioner District 2 – Kenny Thompson

STAFF MEMBERS IN ATTENDANCE: Interim County Manager and County Attorney Will Sexton; Administrative Assistant Alyssa Winston; Chief Deputy Clerk Rachel Rhoden; Finance Director Dana LaFollette; Sheriff Gordon Smith; Fire Division Chief Ben Carter; and Emergency Medical Services Division Chief Dylan Rodgers.

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

Chair Dougherty recognized Interim County Manager and County Attorney Will Sexton for comments regarding postponement of consideration of ordinances listed as items 1-A, 1-B and 1-C on this agenda. These items will be re-advertised and will appear on the agenda for the regularly scheduled Board meeting on April 15, 2021.

1. PUBLIC HEARING – ENACTMENT OF ORDINANCES:

- A. REZONING APPLICATION NO. Z 21-02, BY THE PROPERTY OWNER, FROM RESIDENTIAL, (MIXED) SINGLE FAMILY/MOBILE HOME (RSF/MH-1) TO COMMERCIAL, INTENSIVE (CI) - Randy Andrews, Zoning Director.**
- B. LAND USE AMENDMENT APPLICATION NO. S210210A, BY THE PROPERTY OWNER, FROM AGRICULTURE-2 (LESS THAN OR EQUAL TO 1 DWELLING UNIT PER 5 ACRES, EXCEPT AS PROVIDED IN POLICY I.2.2) TO COMMERCIAL - RANDY ANDERWS, ZONING DIRECTOR.**
- C. REZONING APPLICATION NO. Z 21-03, BY THE PROPERTY OWNER, FROM AGRICUTLURE-2 (A-2) TO COMMERCIAL, INTENSIVE (CI) – RANDY ANDREWS, ZONING DIRECTOR.**

2. PUBLIC COMMENTS

Chair Dougherty recognized the following individuals for public comments.

- By phone: Paul Still – comments related to Lake Sampson.
- By phone: Carol Mosley – see attached [report](#).

3. APPROVAL AND/OR ADOPTION OF CONSENT AGENDA:

- A. **APPROVAL OF: PAYMENT OF BILLS – REVIEWED BY COMMISSIONER THOMPSON** (The payment of bills distribution list is on file in the Finance Department of the Clerk of Courts Office).
- B. **APPROVAL OF: A RESOLUTION ([Resolution No. 2021-09](#)) 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 \$135,914.63 TO NATIONAL RECOVERY AGENCY FOR FURTHER COLLECTION EFFORTS.**
- D. **RETROACTIVE APPROVAL OF: *SECOND AMENDMENT TO LEASE AGREEMENT BETWEEN THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA AND SOUTHEASTERN PIZZA GROUP, LLC (LEASE AGREEMENT FOR PIZZA HUT FACILITY) AMENDING RENEWAL NOTICE PERIOD FROM 90 DAYS TO 60 DAYS (APPROVED DUE TO TIME CONSTRAINTS BY ACTING COUNTY MANAGER FEBRUARY 25, 2021).***
- E. **APPROVAL OF: *THIRD AMENDMENT TO LEASE AGREEMENT BETWEEN THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA AND SOUTHEASTERN PIZZA GROUP, LLC (LEASE AGREEMENT FOR PIZZA HUT FACILITY) AMENDING LEASE TO OPERATE ON A MONTH-TO-MONTH BASIS.***
- F. **APPROVAL OF: BOND FOR FINANCE DIRECTOR DANA LAFOLLETTE.**
- G. **RETROACTIVE APPROVAL OF: PETROLEUM PRODUCTS CONTRACT RENEWAL WITH L.V. HIERS INC. (APPROVED BY ACTING COUNTY MANAGER MARCH 2, 2021).**
- H. **APPROVAL OF: SUBORDINATION AGREEMENT – SHIP PURCHASE ASSISTANCE LOAN – APPLICANT: MARTIN.**
- I. **APPROVAL OF: BOARD OF COUNTY COMMISSIONERS MEETING MINUTES – FEBRUARY 18, 2021.**
- J. **APPROVAL OF: SURPLUS PROPERTY INVENTORY LIST (DESIGNATION OF CERTAIN PROPERTY AS SURPLUS).**
- K. **APPROVAL OF: TRANE RENEWAL AGREEMENT FOR THE BRADFORD COUNTY LIBRARY – ANNUAL TOTAL \$8,185.00 (INCREASE OF \$473.00).**
- L. **APPROVAL OF: CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM (CESF) GRANT APPLICATION (NO COUNTY MATCH).**
- M. **APPROVAL OF: RE-APPOINTMENT OF JANICE JOHNSON TO THE SUWANEE RIVER ECONOMIC BOARD OF DIRECTORS.**
- N. **APPROVAL OF: REPAIR/REPLACEMENT OF GUTTER SYSTEM AT THE BRADFORD COUNTY SHERIFF'S OFFICE AND BRADFORD COUNTY JAIL BY AMERICAN GUTTER, INC. (LOCAL CONTRACTOR) IN THE AMOUNT OF \$40,495.00.**

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

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Discussion: No discussion.

Chair Dougherty conducted a roll-call vote:

Commissioner Spooner: Aye

Commissioner Andrews: Aye

Vice-Chair Riddick: Aye

Chair Dougherty: Aye

THE MOTION CARRIED 4-0

4. ACTING COUNTY MANAGER REPORTS – WILL SEXTON.

Mr. Sexton recognized and thanked all county staff who contributed to the success of this year's Bradford County Fair; specifically the Agriculture Extension Office, Diane Gaskins, and Fire Rescue. Furthermore, he advised the Board that the Livestock Agent position will be posted by the University of Florida (UF) in the coming days. Once the position is posted by UF the County Manager's Office will post the position on the county's website and in the local newspaper.

5. PUBLIC WORKS REPORTS – JASON DODDS

A. FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) PRESENTATION – C.R. 231 DETOUR.

Mr. Dodds was not present for the meeting. Mr. Sexton recognized Transportation Planning Manager David Tyler with FDOT to provide a presentation concerning CR 231 detour. Mr. Tyler advised the Board that FDOT is replacing a bridge on C.R. 231, which is currently under construction, and that the project contractor has presented a proposal to modify the maintenance of traffic utilizing detour routes - one of those proposed detour routes is along C.R. 235.

Mr. Tyler advised the Board that flyers were sent out to residents along C.R. 231 notifying them of this potential change. Mr. Tyler met with the Union County Board of County Commissioners and received a resolution of support for the proposed detour route and requested the same of Bradford County.

Discussion:

- Throughout duration of project, FDOT will provide maintenance along the detour route including repairs to potholes and washouts.
- Estimated 90 day closure of C.R. 231.
- FDOT will perform a pre-inspection test of the proposed detour route.

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B. A RESOLUTION ([Resolution No. 2021-10](#)) OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA EXPRESSING SUPPORT FOR THE STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION PROJECT WHICH INCLUDES THE REPLACEMENT OF BRIDGE NUMBER 390007 ON COUNTY ROAD 231 ACROSS THE NEW

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RIVER BETWEEN BRADFORD COUNTY, FLORIDA AND UNION COUNTY, FLORIDA – INCLUDING THE PROPOSED REROUTING OF TRAFFIC ONTO BRADFORD COUNTY ROAD 235; PROVIDING DIRECTION TO STAFF; AND PROVIDING AN EFFECTIVE DATE.

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

Discussion. No discussion.

Chair Dougherty conducted a roll-call vote:

Commissioner Spooner: Aye

Commissioner Andrews: Aye

Vice-Chair Riddick: Aye

Chair Dougherty: Aye

THE MOTION CARRIED 4-0

Chair Dougherty stated he received information that Anderson Columbia would be providing maintenance during this project.

6. FIRE RESCUE REPORTS – ALLEN PARRISH.

Mr. Parrish was not present for the meeting. Mr. Sexton recognized Chief Ben Carter and Chief Dylan Rodgers to provide the following reports:

Mr. Carter provided the following updates:

- Fire Rescue is extremely busy.
- Recognized other agencies for their help and support.
- 6 month employment probation clearance process underway.
- Received ambulance purchased through CARES. Ambulance was onsite and available for touring after the meeting.

Mr. Rodgers provided the following updates:

- Overall increase of approximately 60% in call volume from last year.
- Based on the increase in call volume, the peak load truck located in Heilbronn Springs may need to operate 24 hours as opposed to its current 12 hour operation.

Discussion:

- Professionalism and quality of the Fire Rescue Department.
- Increased call volume causes delays in hospital admittance and limits Fire Rescue resources.

7. COUNTY ATTORNEY REPORTS – WILL SEXTON

- A. UPDATE ON REVIEW BY ONSITE ENVIRONMENTAL CONSULTING, LLC OF APPLICATION FOR SPECIAL PERMIT FOR MINING (14.6, LDRS) SUBMITTED BY HPS ENTERPRISES II, LLC.**

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Mr. Sexton advised the Board that he spoke with Adam Hoyles with Onsite Environmental Consulting, LLC (OEC) and Timothy Riley, Counsel for HPS Enterprises II, LLC (HPS) to provide the following status update on OEC's review of HPS 14.6 mining application.

- HPS continues to gather data and material in response to inquiries by Peter Schreuder, one of the consultants engaged by OEC, specifically the hydrologist, so as to permit Mr. Schreuder to more effectively review the HPS application and supporting materials.
- Bradford County is not incurring any additional fees or charges while OEC awaits the material from HPS.

Based upon Mr. Sexton's update, he recommended that Bradford County continue to allow HPS to respond to Mr. Schreuder's request for additional information and await OEC review and analysis of those materials before any additional action is taken on the HPS application.

Discussion:

- Agree with getting more information.

B. DISCUSSION OF SCHEDULING FOR JOINT MEETING WITH THE CITY COMMISSION OF THE CITY OF STARKE, FLORIDA FOR A PRESENTATION BY SUWANNEE RIVER WATER MANAGEMENT DISTRICT.

Mr. Sexton advised the Board that he was contacted by the Suwannee River Water Management District (SRWMD) who asked that the County schedule a joint meeting between the Bradford County Commission and the City of Starke Commission so as to permit SRWMD staff to make a presentation on future projects planned for Bradford County.

Based on availability of the Governor Charley E. Johns Conference Center, and so as to accommodate schedules of all participating agencies, Mr. Sexton recommended that the Board schedule a joint meeting on June 17, 2021 at 5:30 PM and follow with the regularly scheduled Board meeting at 6:30 PM.

Discussion:

- Consensus to meet as recommended.

8. SHERIFF REPORTS – GORDON SMITH

Sheriff Smith provided the following reports:

- Reminder of the Strawberry Festival scheduled on the upcoming weekend.
- Reiterated comments made by Fire Division Chief Ben Carter.
- Working on new communications contract with the City of Starke. Minimum wage requirements will be addressed in the contract.

Discussion:

- Mr. Sexton thanked the Sheriff and Lt. Brad Witt, Emergency Management Director for their help in assessing weather conditions and public safety that lead to the decision in postponement of the March 18, 2021 Commission Meeting.

9. CLERK REPORTS – DENNY THOMPSON

A. TRANSFER OF TWO (2) VEHICLES BELONGING TO THE CLERK'S OFFICE TO THE BOARD OF COUNTY COMMISSIONERS.

Clerk Thompson was not present for the meeting. Ms. Rhoden presented the Board with [information](#) concerning the transfer of two county vehicles belonging to the Clerk's Office.

Discussion. No discussion.

- Thanked Clerk Thompson for the donated vehicles.

10. COMMISSIONERS COMMENTS

Vice-Chair Riddick

- Commended the Sheriff's Office operations.

Commissioner Andrews

- Comments regarding the fair.
- Commended the Sheriff's Office operations.
- Commended Fire Rescue operations.
- Looking forward to meeting with SRWMD.
- Expressed interest in discussing the funding of Fire Rescue operations. Mr. Sexton responded by saying he plans to allow Fire Rescue Director Allen Parrish and his staff to meet with each commissioner to give background information concerning operations, after which he will place a funding plan on a future agenda for presentation.
- Comments regarding trash along Wynn Cemetery Road. Sheriff Smith responded by stating the road is private, but that he would contact community mission groups for possible volunteer service.

Commissioner Spooner

- Commended the Bradford County Chamber of Commerce on their informational pamphlet.
- Expressed appreciation of the Public Works Department.
- FDOT SCOP and SCRAP funding.
- Sheriff and City of Starke participated in RJE Junior NBA opening ceremony.
- April 2, 2021 is a fish and grits meal donation hosted by Church of God by Faith and Community Partners.
- Participated alongside Commissioner Andrews in Legislative Day and will also participate in a scheduled Zoom call for the New Commissioners Training.
- Community cleanup efforts.
- Plans to hold more Townhall meetings in April.
- Shirley Ann Brown Livingstone scholarship available until the end of April. Announcement will be placed in the newspaper.
- Comments pertaining to a house established specifically for a local veteran.
- Expressed a need to discuss the County's strategic planning vision.

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- Announced COVID-19 vaccinations at the hospital.
- Encouraged social distancing and use of masks.
- Drive through with emergency management.

11. CHAIRMAN COMMENTS

- Nitro series coming to the FIRM. Event will help promote economic development.
- Mention of potentially available FDOT funding.
- Community cleanup – encourage students to participate for community service hours.
- Continue to explore opportunities to fund Fire Rescue operations.
- Thanked Vice-Chair Riddick for stepping in to serve as Chair during the meetings he was not available.

ADJOURN: There being no further business, the meeting adjourned at 7:50 P.M.