

**MINUTES OF THE  
BOARD OF COUNTY COMMISSIONERS  
BRADFORD COUNTY, FLORIDA  
REGULAR SCHEDULED MEETING  
MONDAY, JUNE 4, 2007  
9:30 A.M.**

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The Bradford County Board of County Commissioners convened in regular session on Monday, June 4, 2007, at 9:30 a.m. in the County Commissioners' Meeting Room, 945 North Temple Avenue, Starke, Florida.

Present were: Commissioner Hersey, Commissioner Thomas, Chairman Lewis, Commissioner Cooper and Commissioner Chandler.

Also present were: Jim Crawford, County Manager; June Neats, Administrative Assistant; Alex Hinely, County Planner; Ray Norman, Clerk of Courts; Marlene Stafford, Deputy Clerk; Wilson Whidden, Building Code Administrator; Nora Thompson, Zoning Director; Brian Johns, Emergency Management Director; Phalbe Henriksen, Library Director; Nelson Green, Emergency Services Director; Major Pearson; Terry Brown, County Attorney; Mark Crawford, Press and Percy Sullivan, Fire Chief.

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(See Supplemental File No. 06-04-07 for a copy of documentation presented at this meeting.)

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**CALL TO ORDER**

Chairman Lewis called the meeting to order at 9:30 a.m.

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**INVOCATION / PLEDGE OF ALLEGIANCE**

Clerk Norman offered the Invocation and led the Pledge of Allegiance.

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**CONSENT AGENDA**

- A. MINUTES OF REGULAR MEETING OF APRIL 19, 2007**
- B. INVENTORY SURPLUS LIST**
- C. SATISFACTION OF MORTGAGE – MUNDORFF, CORNWALL**

*On Motion of Commissioner Thomas, Seconded by Commissioner Cooper, the Board unanimously approved the [Consent Agenda](#) in its entirety.*

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(06-04-07 Regular Meeting)

**CORRECTION TO MINUTES OF REGULAR MEETING OF FEBRUARY 5, 2007 – JIM CRAWFORD:**

Mr. Crawford explained that on February 5, 2007 the purchase of a fire truck for the Heilbronn Springs Volunteer Fire Department was discussed. Heilbronn raised \$35,000.00 and he asked the Commission to match \$35,000.00. The way it was recorded in the minutes was that the \$35,000.00 was a match to a grant, which is incorrect. For audit purposes, the minutes need to be amended to reflect a 50/50 match, not a grant match.

On Motion of Commissioner Chandler, Seconded by Commissioner Thomas, the Board unanimously approved to amend the minutes as requested.

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**APPEAL OF DECISION OF ZONING BOARD REGARDING SIDEWALK FOR APPROVED PLAT – BRAGG BRANCH CROSSING – CHARLES THOMAS:**

Mr. Crawford presented the Commissioners with a copy of a [map of the subdivision](#). The County's LDR currently requires a 60' right-of-way and five-foot sidewalks for any subdivision over 25 homes, which was not a requirement when the project first started. Therefore, the subdivision was subsequently engineered without sidewalks. If the Commission holds to the requirement, there will not be enough right-of-way for two five-foot sidewalks, a three-foot shoulder and have proper swell for a ditch. The Board can reduce the sidewalk requirements based on certain conditions. The only exception is if there is a direct walking route to a school or bus stop.

He had all intentions of appearing at the Zoning Board meeting when the plat was heard. Unfortunately, that was the same day the fires broke out and he was unable to attend. The Zoning Board was not aware of the background and ultimately denied the request. Since this is not a thru-road and Mr. Thomas has agreed to place a sidewalk from CR18 to the back of the subdivision, it is his recommendation to preclude the additional sidewalk requirements.

Chairman Lewis concurred with Mr. Crawford and asked for the Commission's support of the request.

Commissioner Cooper said he feels the County's Code is correct and there is a need for sidewalks on both sides of the roads in developments such as this. However, he would agree to reduce the sidewalk requirements for this project since it was in the works when the requirements were changed. The Board needs to be careful. There are subdivisions and residential areas where the residents are coming to the Commission to build their sidewalks.

Chairman Lewis said that in his opinion, the SRWMD retention pond requirements for this project are an over kill. This is probably one of the highest hills in Brooker.

Mr. Crawford said that upon Mr. Kelley's return from vacation, they are going to review the LDR to make sure there is adequate space to do what has been proposed without causing any conflict of understanding. He agrees with Commissioner Cooper that subdivisions over 25 homes do need sidewalks. Property is becoming scarce and DEP and SRWMD do not like wide right-of-ways and wide roads. From what he and Mr. Hinely have derived from attending meetings in other counties, the future trend will be 18' and 19' roads in neighborhoods, ditches with swells instead of curbs and a reduction in sidewalks. They do not want to cover any more of the ground than necessary to encourage the rain to soak into the ground. The County does not need to change the LDR drastically based on a potential trend. However, the LDR should be reviewed and changes made if needed. He and Mr. Kelley will bring a recommendation to the Board some time in the future.

*On Motion of Commissioner Thomas, Seconded by Commissioner Cooper, the Board unanimously approved Mr. Crawford's recommendation to reduce the sidewalk requirements.*

**LIBRARY CHANGE ORDERS – PHALBE HENRIKSEN:**

- A. FINISH AND INSTALL ELECTRICAL RELATED MATERIALS—J.B. MILLER ELECTRIC--  
\$5,618.00**
- B. CHANGE ROOM FLOORING FOR ROOMS 110 & 134—TEAL TILE--\$1,665.37**
- C. CHANGE CARPET—TEAL TILE--\$12,291.38**
- D. CEILING FANS--\$3,576.72**

Mr. Crawford said that Mr. Nealon has advised that this project should be close to completion by the latter part of July. For a contract almost \$3 million, this project has run smoothly with no major changes and has stayed on track. The construction management concept has worked well and has paid off. The Pratt Street water project is running behind. Some arrangements will need to be made to handle water so Allstate will not be held up in constructing the parking lots.

The [change orders](#) being considered do not change the Guaranteed Maximum Price (GMP). They are owner-initiated upgrades. Mr. Crawford reviewed the change orders, which consist of ceiling fans, flooring and some electrical work. After negotiations of the initial bids, the total of the change orders is \$21,805.04. Over the past couple of years, Ms. Henrikson has done an excellent job in saving money for the library from various sources. After conferring with Clerk Norman and Jim Farrell, there are sufficient funds in the library budget for this present year to pay for these upgrades. Mr. Crawford recommended approval of the upgrades in the amount of \$21,805.04.

Commissioner Cooper said that in his conversations with Mr. Crawford, he has reiterated to him that he wanted to keep the GMP where it was with no increase. The requested changes are appropriate and should be done during the construction instead of coming back after project completion.

Commissioner Hersey pointed out that the two bids from Teal Tile and Carpet include tax. Mr. Crawford said that tax would be excluded. Approximately \$50,000.00 has been saved through the direct purchase process.

*On Motion of Commissioner Cooper, Seconded by Commissioner Thomas, the Board unanimously approved the change orders in the amount of \$21,805.04, as presented.*

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**RESOLUTIONS:**

**--ESTABLISHING A BASIS FOR THE CALCULATION OF FEES FOR PERMITS ISSUED BY THE BUILDING AND ZONING DEPARTMENT – WILSON WHIDDEN:**

Mr. Whidden presented the resolution for adoption. The resolution has always included both a Standard Value and Declared Value for commercial construction. Somehow over the years, the Standard Value got omitted. This resolution puts it back in. If there is no Declared Value, a Standard Value of \$40.00 per foot is to be used.

This spurred extensive discussion in which Commissioner Thomas expressed his disapproval.

Mr. Whidden read the title into the record:

**“A RESOLUTION ESTABLISHING A BASIS FOR THE CALCULATION OF FEES FOR PERMITS ISSUED BY THE BUILDING AND ZONING DEPARTMENT; ESTABLISHING A MINIMUM PERMIT FEE; ESTABLISHING CERTAIN DEFINITIONS; ESTABLISHING METHODS FOR DETERMINATION OF THE VALUE OF A STRUCTURE AND FOR DETERMINATION OF THE VALUE OF PERMITTED WORK; ESTABLISHING A METHOD TO BE USED FOR COMPUTATION OF PERMIT FEES; ESTABLISHING A TABLE OF VALUES FOR VARIOUS TYPES OF BUILDINGS, STRUCTURES AND RELATED CONSTRUCTION WORK; AND ESTABLISHING AN EFFECTIVE DATE.”**

*On Motion of Commissioner Cooper, Seconded by Commissioner Hersey, the Board adopted the resolution 4-1, with Commissioner Thomas dissenting. (The Resolution was assigned [No. 07-14.](#))*

**--ESTABLISHING A SCHEDULE OF USER FEES AND CHARGES FOR MATTERS PERTAINING TO COMPREHENSIVE PLAN AND LDR—NORA THOMPSON:**

Ms. Thompson read the title into the record:

**“A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA, ESTABLISHING A SCHEDULE OF USER FEES AND CHARGES FOR MATTERS PERTAINING TO BRADFORD COUNTY COMPREHENSIVE PLAN AND LAND DEVELOPMENT REGULATIONS; AND ESTABLISHING AN EFFECTIVE DATE.”**

Ms. Thompson said that there are currently two separate resolutions, one for the Comp. Plan, one for the LDR. This resolution combines the two and adds a charge of \$25.00 for Flood Map and Wetland Determination not related to a permit. This is being added due to the cost of printer cartridges for the flood maps. This fee will not be charged to those who are required to have a Flood Map and Wetland Determination included in their permit. Other counties that have this mapping system charge the same amount.

*On Motion of Commissioner Hersey, Seconded by Commissioner Cooper, the Board unanimously adopted the Resolution. (The Resolution was assigned [No. 07-15.](#))*

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**CODE ENFORCEMENT BOARD [RECOMMENDATION FOR FORECLOSURE ON PARCEL ID NO. 004845-0-00000](#)—JOHN BROLING:**

Mr. Brown asked if the Commission wishes to proceed with enforcement action. The Commission packets include a letter signed by the Chairman of the Code Enforcement Board explaining why they feel such action is necessary, together with back-up documentation.

Ms. Neats said the issue is that the property owner has failed to address the fine. The Code Enforcement Board has reduced the fine to \$2,500.00, which was originally over \$11,000.00. According to Code Enforcement procedures, if a fine is not paid it reverts to the original amount. Therefore, the property owners currently owe the County \$11,000.00. A Code Enforcement Lien is only good for 20 years. The property owner was set up on a monthly payment schedule for the \$2,500.00 and they still did not comply. Maybe additional action will encourage the property owner to rectify the issue.

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Mr. Brown briefly explained the foreclosure process.

Commissioner Cooper recommended filing a foreclosure complaint seeking the \$11,000.00, but authorizing the attorney to negotiate down to the \$2,500.00, if the property owner comes forward and complies.

Mr. Brown concurred, but he would like authority to negotiate to recover whatever costs have been incurred, i.e. filing fees, etc.

There was some discussion.

*On Motion of Commissioner Cooper, Seconded by Commissioner Hersey, the Board unanimously approved to move forward with foreclosure action and giving Chairman Lewis the authority to work with the County Manager and the County Attorney concerning settlement negotiations.*

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**RESOLUTIONS:**

Mr. Johns gave an update on the fire activity and progress.

**--CONFIRMING PROCLAMATION OF MAY 24 AND MAY 31 EXTENDING THE LOCAL STATE OF EMERGENCY—BRIAN JOHNS:**

Mr. Johns read the title into the record:

**“A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA DECLARING A STATE OF LOCAL EMERGENCY RESULTING FROM WILDFIRE DAMAGE IN BRADFORD COUNTY.”**

*On Motion of Commissioner Hersey, Seconded by Commissioner Chandler, the Board unanimously adopted the resolution as presented. (The Resolution was assigned [No. 07-16.](#))*

Mr. Johns then requested the Board to authorize Chairman Lewis to execute a proclamation extending the local state of emergency for seven (7) days from June 4, 2007. The local state of emergency must be extending every seven days until no longer needed.

*On Motion of Commissioner Thomas, Seconded by Commissioner Cooper, the Board authorized the Chairman to execute the proclamation as requested.*

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**PAYMENT OF BILLS—COMMISSIONER HERSEY:**

Commissioner Hersey said he reviewed the bills and recommends them for payment.

*On Motion of Commissioner Hersey, Seconded by Commissioner Thomas, the Board unanimously approved payment of the bills as reviewed. (The list of bills is located in the Finance Department of the Clerk’s Office.)*

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**PUBLIC COMMENTS:** None.

**COUNTY ATTORNEY REPORTS—TERRY BROWN:**

**A. DISCUSS RENEWAL OF COUNTY MANAGER CONTRACT – JULY 11, 2007, EXPIRATION DATE**

Mr. Brown presented a proposed contract extending the current contract with the County Manager. The existing contract expires in July. Mr. Crawford has reviewed the contract and it is acceptable to him. It is a one-year extension with the provision for an additional one-year extension.

*On Motion of Commissioner Cooper, Seconded by Commissioner, the Board unanimously approved the contract as presented.*

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**COUNTY MANAGER REPORTS – JIM CRAWFORD:**

**A. PRESENTATION OF BID FOR SALE OF LOTS 2 & 9 OF PINEHURST SUBDIVISION**

Mr. Crawford said that **two proposals** were received in response to an RFP for the sale of Lots 2 & 9 of Pinehurst Subdivision. Stevenson Construction Co., Inc. submitted the highest bid, at \$18,250.00 for both lots. Mr. Crawford recommended accepting the proposal submitted by Stevenson Construction.

There was brief discussion.

*On Motion of Commissioner Cooper, Seconded by Commissioner Chandler, the Board unanimously accepted the proposal submitted by Stevenson Construction as presented and authorize the Chairman to execute a deed.*

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**CLERK REPORTS — RAY NORMAN:** None.

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**COMMISSIONER'S COMMENTS:**

**Commissioner Chandler commented on the following:**

--Received a letter from the National Association of Counties (NACO) concerning a prescription drug program that has been instituted in 20 Florida counties. He feels that the program would be good for Bradford County and he would like to know more about it. He would be more than glad to attend any necessary meetings about the program.

Commissioner Cooper explained that it is basically a discount prescription program offered through NACO. There is no charge to the County. It is a benefit offered as a result of our membership in NACO that cost \$300.00 per year. It often results in several hundred dollars in savings if you purchase your prescription drugs through a mail order house that has a contract with NACO. It is available to all county residents, not just county employees.

Chairman Lewis instructed Mr. Crawford to research and report his findings to the Commission.

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**Commissioner Cooper commented on the following:**

--Special session begins June 12. There is a hope to at least have an out clause for any cut backs that can be lived with, which will probably mean at least a 4-1 vote of the Board approving any budget that does not meet the cutback requirements. Currently, what is still being discussed is a 20 to 25% hit to the ad valorem budget, which is significant.

**Commissioner Thomas commented on the following:**

--Heilbronn Springs Volunteer Fire Department received the new fire truck Friday afternoon.

**Commissioner Hersey commented on the following:**

--Commended everyone who has been involved in fighting the fires. He would like to have an appreciation ceremony to honor the Forestry Division that serves the Bradford-Union area.

Chairman Lewis said that Wal-Mart has really stepped up with donations to support all the volunteers. He would also like to find out how to recognize the National Guard for their assistance. Commissioner Hersey said that he would do what he could to find out how to go about that.

Commissioner Cooper suggested sending Hope Baptist Church an appreciation letter for their assistance and cooperation.

Mr. Johns said that they are in the process of drafting about 22 appreciation letters to various businesses and agencies. The Salvation Army will be receiving an appreciation plaque for their assistance.

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**CHAIRMAN COMMENTS—EDDIE J. LEWIS:**

Chairman Lewis asked Mr. Crawford to provide guidance to the Building Department concerning the permitting of commercial buildings as discussed earlier in the meeting. (Resolution No. 07-14.)

Commissioner Chandler announced that Florida Works is having a grand opening at the new location on Thursday, June 7, from 12:00 to 2:00 p.m.

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**ADJOURN:** There being no further business, the meeting adjourned at 10:35 a.m.

**BOARD OF COUNTY COMMISSIONERS  
BRADFORD COUNTY, FLORIDA**

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**EDDIE J. LEWIS, CHAIRMAN**

**ATTEST:** \_\_\_\_\_  
**RAY NORMAN, CLERK OF COURTS**

