

**MINUTES OF THE
BOARD OF COUNTY COMMISSIONERS
BRADFORD COUNTY, FLORIDA
REGULAR SCHEDULED MEETING
AND
BUDGET WORKSHOP
MONDAY, AUGUST 6, 2007
9:30 A.M.**

REGULAR MEETING

The Bradford County Board of County Commissioners convened in regular session on Monday, August 6, 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, and Commissioner Chandler. (Commissioner Cooper was not present.)

Also present were: Jim Crawford, County Manager; June Neats, Administrative Assistant; Alex Hinely, County Planner; Ray Norman, Clerk of Courts; Marlene Stafford, Deputy Clerk; Jim Farrell, Finance Director; Terry Vaughan, Supervisor of Elections; Nelson Green, Emergency Services Director; Ron Lily, Chamber of Commerce CEO; Terry Brown, County Attorney; Winifred Holland, Health Department Director; Ed Rensberger, Environmental Health Director; Donny Wise, Solid Waste Director; Percy Sullivan, Fire Chief; Angela Macey, Community Development Director; Nora Thompson, Zoning Director; Sheriff Milner; Phalbe Henriksen, Library Director and Mark Crawford, Press.

(See Supplemental File No. 08-06-07 for a copy of documentation presented at this meeting.)

CALL TO ORDER

Chairman Lewis called the meeting to order at 9:32 a.m.

INVOCATION / PLEDGE OF ALLEGIANCE

Commissioner Chandler gave the Invocation and led the Pledge of Allegiance.

**PRESENTATION OF CHECK FOR PLEASANT GROVE RECREATION GRANT –
COMM. THOMAS:**

Commissioner Thomas expressed his appreciation to the citizens of Pleasant Grove who assisted with the project and asked them to come forward for the presentation of the check.

CONSENT AGENDA

- A. APPROVE MINUTES OF REGULAR SCHEDULED MEETING OF JUNE 4, 2007**
- B. APPROVE S.H.I.P. LOANS**
- C. SATISFACTION OF MORTGAGE – ALDRIDGE**

On Motion of Commissioner Hersey, Seconded by Commissioner Thomas, the Board voted 4-0 to approve the [Consent Agenda](#) in its entirety.

PRESENTATION OF CHECK FROM KIWANIS CLUB OF STARKE FOR KIDS ZONE IN NEW LIBRARY—CHERYL CANOVA AND TERRY VAUGHAN:

Mr. Vaughan said that the library is getting close to being ready to open the doors. There will be an actual Grand Opening in late October. This project has been made possible through all the partnerships that have been formed and all the people who have stepped forward to help, such as the Kiwanis Club. President of the Kiwanis Club, Cheryl Canova is present to give an update on the Kiwanis Kids Zone.

Ms. Canova recognized the Kiwanis Club members for their hard work. She presented the Commission with a check for \$20,000.00 to furnish the Kiwanis Kids Zone in the new library. With the help of grant writing expertise from Nelson Green, they were fortunate to receive two grants. The Kiwanis Florida Foundation provided \$5,000.00 and the Kiwanis International Foundation provided \$5,000.00. The remainder of the money has come from the hard work the Club has done during the year.

INTRODUCTION OF NEW VICE-PRESIDENT OF DEVELOPMENT FOR SANTA FE COMMUNITY COLLEGE AND UPDATE OF SFCC FOUNDATION PLEDGE OF \$100,000.00 TOWARD PAVING AT NEW LIBRARY – CHERYL CANOVA AND CHUCK CLEMONS:

Ms. Canova expressed her appreciation to Mr. Harvey Sharon, the former Vice-President of Development. It was under his direction that the great working relationship between Santa Fe and Bradford County began. Ms. Canova then introduced the new Vice-President of Development, Mr. Charles Clemons.

On behalf of President Jackson Sasser and the Chair of the Endowment Board, Dexter O'Steen, Mr. Clemons expressed his appreciation for the opportunity to address the Commission. They are extremely honored to be a partner in the parking lot paving project. Mr. Clemons presented the Commission with a \$67,000.00 check from the Santa Fe Community College Endowment Corporation. The check represents the first two of three installments of the \$100,000.00 pledge.

Chairman Lewis expressed his appreciation to Santa Fe Community College.

Ms. Henriksen said that the County has had a relationship with Santa Fe Community College for 20 years, which will be celebrated at the grand opening. The parking lot funds are being provided in exchange for the computer classroom being placed in the new library for Santa Fe Community College. When Santa Fe is not holding class, the library will be able to utilize it. If funds are available, she hopes to provide free computer classes to the public.

SUPERVISOR OF ELECTIONS OFFICE VOTE IN HONOR OF A VET PROGRAM – TERRY VAUGHAN AND AMANDA SEYFANG:

Mr. Vaughan said that as Supervisor of Elections, he is acutely aware that the reason we are able to enjoy the privilege of casting a ballot is the sacrifice and service of so many men and women, past and present. He is proud to announce a program he has wanted to establish for some time now, the “Vote in Honor of a Vet Program”. Deputy Supervisor of Elections Amanda Seyfang will be coordinating the program.

Ms. Seyfang said that citizens would be encouraged to bring a military photo of a family member or friend who has served or is serving in the military. The photo will be scanned immediately and the original returned. The scanned photo will be laminated, placed in a frame and displayed on the “Wall of Honor”. The citizen presenting the photo will be asked to complete a biography form about the person in the photo. The biography forms will be kept available to the public in the Elections’ Office. The person presenting the photo will also be given a pin that says: “Vote in Honor of a Vet”, to be worn on Election Day.

Ms. Seyfang asked permission to use the wall in the hallway outside of the Elections’ Office as the “Wall of Honor”.

On Motion of Commissioner Thomas, Seconded by Commissioner Hersey, the Board voted 4-0 to grant the request.

Mr. Vaughan said that this program is one that he feels very strongly about. He encouraged everyone to participate.

APPROVE FLORIDA WORKS WORKFORCE INVESTMENT ACT TWO-YEAR PLAN—PHYLLIS MARTY / ANGELA PATE:

Phyllis Marty with Florida Works presented the plan for renewal.

On Motion of Commissioner Chandler, Seconded by Commissioner Thomas, the Board voted 4-0 to renew the plan. (A copy of the plan is located in the Office of the County Manager.)

PINE RIDGE SUBDIVISION PRELIMINARY PLAT APPROVAL—NORA THOMPSON:

Ms. Thompson presented the preliminary plat. This is the first step toward approval of the sub-division.

There was brief discussion.

On Motion of Commissioner Chandler, Seconded by Commissioner Hersey, the Board voted 4-0 to approve the Preliminary Plat as presented.

(08-06-07 Regular Meeting and Budget Workshop)

APPROVE CONSTRUCTION DRAWINGS FOR BRAGGS BRANCH SUBDIVISION—NORA THOMPSON:

Ms. Thompson said that the Commission has already approved the preliminary plat. The engineer has reviewed the construction drawings.

On Motion of Commissioner Thomas, Seconded by Commissioner Chandler, the Board voted 4-0 to approve the construction drawings as presented.

FINAL PLAT APPROVAL FOR WATER OAK CREEK MINOR SUBDIVISION –NORA THOMPSON:

Ms. Thomas presented the plat for review and approval.

There was discussion as the Commission reviewed the plat.

On Motion of Commissioner Chandler, Seconded by Commissioner Thomas, the Board voted 4-0 to approve the plat as presented.

RESOLUTIONS:

Mr. Farrell presented the resolutions.

--APPROVING A \$40,015 INCREASE IN REVENUE AND EXPENDITURES IN THE GENERAL FUND—JIM FARRELL:

Mr. Farrell said the \$40,015.00 increase in revenue is from contributions received for the purchase of two fire trucks.

“A RESOLUTION OF THE BRADFORD COUNTY BOARD OF COUNTY COMMISSIONERS APPROVING A \$40,015.00 INCREASE IN REVENUE AND EXPENDITURES IN THE GENERAL FUND.”

On Motion of Commissioner Thomas, Seconded by Commissioner Chandler, the Board voted 4-0 to adopt the Resolution as presented. (The [Resolution was assigned No. 07-21.](#))

--APPROVING A \$103,399 INCREASE IN REVENUE AND EXPENDITURES IN THE EMERGENCY SERVICES FUND—JIM FARRELL:

Mr. Farrell said the \$103,399.00 increase in revenue is from a grant to enhance 911 services.

“A RESOLUTION OF THE BRADFORD COUNTY BOARD OF COUNTY COMMISSIONERS APPROVING A \$103,399.00 INCREASE IN REVENUE AND EXPENDITURES IN THE EMERGENCY SERVICES FUND.”

On Motion of Commissioner Chandler, Seconded by Commissioner Thomas, the Board 4-0 to adopt the Resolution as presented. (The [Resolution was assigned No. 07-22.](#))

AMENDMENT TO INTERLOCAL AGREEMENT WITH NORTH FLORIDA REGIONAL PLANNING COUNCIL FOR ADMINISTRATION SERVICES FOR HURRICANE HOUSING RECOVERY PROGRAM—ANGELA MACEY:

Ms. Macey explained that when the grant was received there were enough funds to do five homes. However, due to the availability of matching funds, one more home can be added. She would like the Regional Planning Council to help administer the additional home.

On Motion of Commissioner Thomas, Seconded by Commissioner Hersey, the Board voted 4-0 to approve [Amendment No. 1](#) to the Agreement.

APPOINT COMMITTEE FOR EMS UNION CONTRACT NEGOTIATIONS—NELSON GREEN / RON JOHNSON, PRESIDENT LOCAL #4315:

Mr. Green said advised the IFF Local #4315 has contacted the County and asked to renegotiate their contract. He asked the Commission to appoint a team to negotiate with the local union. Mr. Green asked that he not be appointed due to his working relationship.

Mr. Brown recommended that he and Mr. Crawford be the team and they will coordinate with Mr. Green.

CONSIDER CONTRACT WITH NATIONAL ASSOCIATION OF COUNTIES (NACO) FOR PRESCRIPTION DRUG DISCOUNT CARD PROGRAM – ROSS CHANDLER (Confidential Contract):

Commissioner Chandler explained that the program is administered by NACO and allows counties to be part of a national program that provides people who do not have insurance a discount on medication. If the County can find a way to administer the cards, there will be no cost involved. Mr. Crawford is already researching that. Several local pharmacists recognize this program. Counties who have adopted the program are benefiting about 25% of their population.

On Motion of Commissioner Hersey, Seconded by Commissioner Thomas, the Board voted 4-0 to approve the program and authorized the County Manager to work on the administrative issues to ensure there will be no cost to the County.

PAYMENT OF BILLS—COMM. CHANDLER:

On Motion of Commissioner Chandler, Seconded by Commissioner Thomas, the Board voted 4-0 to approve payment of the bills as reviewed. (A list of the bills is on file in the Finance Department in the Office of the Clerk of Courts.)

PUBLIC COMMENTS

Malcolm Hill – Special Assessments and Library Construction Costs:

--Expressed his disapproval of the Commission's consideration of special assessments for law enforcement and fire protection.

--He has been informed that construction of the new library has gone over budget. If this is the case, there is mismanagement, which needs to be addressed.

COUNTY ATTORNEY REPORTS – TERRY BROWN:

--CONTRACT WITH DYER, RIDDLE, MILLS & PRECOURT, INC. (DRMP) FOR ENGINEERING SERVICES:

Mr. Brown said that he has reviewed the proposed contract prepared by the engineers. He recommended approval as to form. The contract establishes five one-year terms, which in essence is a five-year contract. There is a clause for termination without cause upon 30-days notice.

On Motion of Commissioner Hersey, Seconded by Commissioner Chandler, the Board voted 4-0 to approve the [contract](#).

COUNTY MANAGER REPORTS – JIM CRAWFORD:

--SMALL COUNTY TECHNICAL ASSISTANCE SERVICES REQUESTS—EVALUATION OF LOCAL OPTION TAXES AND FEES, SPECIAL ASSESSMENT STUDY FOR COUNTY FIRE AND RESCUE:

Mr. Crawford said that the Small County Technical Assistance Program is offering funds to conduct studies that would be beneficial to the County. He would like permission to submit an application for assistance for the following projects: 1) Evaluation of local option taxes and fees and 2) Special assessment study for county fire and rescue. Before one is accepted, he will come back to the Board for final approval.

On Motion of Commissioner Hersey, Seconded by Commissioner Chandler, the Board voted 4-0 to submit the [application](#) as requested.

Commissioner Thomas asked Mr. Crawford to check into the public comment made by Mr. Hill concerning the library construction project.

--AGRICULTURE EXTENSION OFFICE PERSONNEL ISSUES:

Mr. Crawford advised the County is still without a CED (Cooperative Extension Director). He has been conferring with Dr. Baldwin. Currently, the advertisement is for a CED in two areas: 4-H and Livestock. This should create a larger pool of applicants.

Clerk Norman said that should Wendy Burton have elected to stay in Bradford County, she would have been qualified to apply for the position.

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Mr. Crawford said that the shared Family Consumer Service Agent left also. Ms. Melanie Thomas has been hired to fill that vacancy. She will begin her service August 10, 2007.

Commissioner Thomas and Mr. Crawford commended the Interim Director, Mike Sweat, for a job well done.

CLERK REPORTS – RAY NORMAN: None.

COMMISSIONER'S COMMENTS:

Commissioner Chandler commented on the following:

--Asked Mr. Crawford if the bridge is being replaced on Luke Road.

Mr. Crawford said that they are installing large culverts with concrete bulkheads, similar to Meng Dairy Road.

CHAIRMAN COMMENTS – EDDIE J. LEWIS:

--Reminded the Commission of the budget workshop following the meeting.

ADJOURN

There being no further business, the meeting adjourned at 10:30 a.m.

**FISCAL YEAR 2007-2008
BUDGET WORKSHOP
10:45 A.M.**

The Bradford County Board of County Commissioners convened in a budget workshop on Monday, August 6, 2007, at 10:45 a.m. in the County Commissioners' Meeting Room, 945 North Temple Avenue, Starke, Florida.

Present were: Commissioner Hersey, Commissioner Thomas, Chairman Lewis, and Commissioner Chandler. (Commissioner Cooper was not present.)

Also present were: Jim Crawford, County Manager; June Neats, Administrative Assistant; Ray Norman, Clerk of Courts; Jim Farrell, Finance Director; Nelson Green, Emergency Services Director; Percy Sullivan, Fire Chief and Mark Crawford, Press.

CALL TO ORDER

Chairman Lewis called the budget workshop to order at 10:45 a.m.

DISCUSSION

Mr. Crawford reviewed and explained the legislative changes regarding setting the millage rate. The 2007-2008 proposed budget before the Commission is based on 8.6769 mills and has a \$579,813.00 shortfall. The budget does not include funding for "special road projects".

Discussion ensued which was not limited to but included revenue generated by one mill, state projections for loss in sales tax revenue, loss of "special road projects" line item, revenue sharing projections, how the 2008-2009 budget will be affected, loss of inmate housing revenue, special assessments, additional gas tax, and road paving.

Chairman Lewis recommended balancing the budget with both the 9.3756 and 8.6769 for comparison purposes.

Incited by a question posed by Commissioner Chandler, there was discussion concerning the department budgets that were submitted with the 6% cut requested by the Board. Mr. Crawford said that the 6% reduction was taken where possible. He explained that the 6% cut was not feasible for some departments without cutting services, or for departments that are strictly fee funded or grant funded. The budget before the Commission includes a 2.5% salary increase for employees.

Discussion turned to outside agency funding requests. The amounts the agencies requested are included in the proposed budget. The following is the result of the discussion:

- Meridian Behavioral – Requested \$99,000.00 - Fund same as last year - \$85,000.00
- ARC – Requested same as last year - \$16,500.00
- Concerned Citizens – Fund same as last year - \$5,866.00

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- ❑ ACORN Clinic – Requested \$30,000.00 - Fund same as last year, \$25,000.00, with the option to increase to requested amount during budget process if possible.
- ❑ Community in Schools – Fund same as last year - \$4,500.00
- ❑ Shands at Starke – Fund same as last year - \$25,000.00
- ❑ Transportation Disadvantage – Fund same as last year, \$5,000.00, with the possibility of reducing, if needed.
- ❑ Well Florida – \$2,022.00
- ❑ Soil Conservation – Fund same as last year - \$6,650.00
- ❑ Keystone Fire Dept. – Fund same as last year - \$500.00
- ❑ Suwannee River Economic Council – Fund same as last year - \$8,617.00
- ❑ Chamber of Commerce – Fund same as last year - \$12,500.00
- ❑ Florida Sheriff Caruth Camp – Reduce back to \$5,000.00 from \$10,000.00

Discussion continued which was not limited to but included Doris Slosberg monies, Constitutional Officers' budgets, Fine and Forfeiture Fund budget, loss of inmate housing funds, amending the interlocal agreement with Sheriff Milner regarding inmate housing, and millage rate options.

The next budget workshop was scheduled for August 16, 2007, beginning at 4:00 p.m., prior to the regular scheduled meeting.

ADJOURN

There being no further business, the budget workshop adjourned at 11:53 a.m.

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

EDDIE J. LEWIS, CHAIRMAN

ATTEST: _____
RAY NORMAN, CLERK OF COURTS

Minutes prepared by Marlene Stafford, Deputy Clerk