

**MINUTES OF THE  
BOARD OF COUNTY COMMISSIONERS  
BRADFORD COUNTY, FLORIDA  
THURSDAY, DECEMBER 18, 2008  
WORSHOP – ROADS 5:00 P.M.  
REGULAR SCHEDULED MEETING 6:30 P.M.**

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**WORKSHOP  
5:00 P.M.**

The Bradford County Board of County Commissioners convened in a workshop on Thursday, December 18, 2008, at 5:00 p.m. in the County Commission Meeting Room, 945 North Temple Avenue, Starke, Florida.

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

Also present were: Brad Carter, County Manager; Sandra Harrell, Administrative Assistant; Ray Norman, Clerk of Courts; Marlene Stafford, Deputy Clerk; Paul Funderburk, Road Superintendent; Mark Crawford, Press and Nora Thompson, Zoning Director.

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**CALL TO ORDER**

Chairman Thomas called the workshop to order at 5:08 p.m.

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**DISCUSSION - ROAD PRIORITIES:**

Mr. Carter gave an update on the status of the chip seal road projects.

Commissioner Thomas said that he was contacted by a contractor who would like the Board to reconsider asphalt, since fuel prices have come down. He advised the contractor that the County was under contract for the chip seal.

Mr. Carter explained the need for the workshop. Representative Adkins has requested a list of priority infrastructure needs, should federal funds become available. The Florida Association of Counties has also asked for the same list to get involved with the pursuit of federal funds. The contract with Florida Highway Products will exhaust the current road priority list, thus the need for a new list. The priority list would consist of dirt roads that need to be paved.

Discussion resulted which was not limited to but included borrowing funds to pave roads, keeping the road priority list short and realistic, the cost of chip seal versus the cost of asphalt, creating a short road list and combining several short roads into one project, and funding mechanisms.

(12-18-08 Workshop and Regular Meeting)

Clerk Norman reminded the Commission of the County's Road Paving Plan and Resolution establishing a priority list. The Plan includes criteria to be considered when creating a road priority list. The only designated monies that are being used to pave roads and to repay the current loan are gas tax monies. The Road Department fund balance has been used to pave the roads on the current priority list. Three sources of revenue have been used for the past several years to pave roads: sales tax monies, fiscally constrained funds and gas tax funds. Gas tax funds are down, which affects the day-to-day operations of the Road Department, as well as paving projects. This brings you back to sales tax monies, which are also down, and fiscally constrained funds.

There was a consensus of the Commission to concentrate on paving roads with any stimulus package monies received.

Discussion continued regarding various roads throughout the County and procedures putting roads on the priority list.

Chairman Thomas recommended that each Commissioner pick five roads and prioritize three. Those five roads can be reprioritized at the discretion of each Commissioner.

Mr. Funderburk thanked the Commission for the equipment that was recently purchased. It was greatly needed and is greatly appreciated.

Mr. Carter said that he would get the priorities from the Commissioners and move forward.

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## **ADJOURN**

There being no further business, the workshop adjourned at 6:16 p.m.

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## **REGULAR MEETING 6:30 P.M.**

The Bradford County Board of County Commissioners convened in regular session on Thursday, December 18, 2008, at 6:30 p.m. in the County Commission Meeting Room, 945 North Temple Avenue, Starke, Florida.

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

Also present were: Brad Carter, County Manager; Sandra Harrell, Administrative Assistant; Ray Norman, Clerk of Courts; Marlene Stafford, Deputy Clerk; Nora Thompson, Zoning Director; Paul Funderburk, Road Superintendent; Sheriff Milner; Robert Perone, Library Director; Terry Brown, County Attorney; Brian Johns, Emergency Management Director; Allen Parrish, Emergency Services Director; Gordon Smith, Chief of Police and Sheriff Elect; and Angela Macey, Community Development Director.

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(See Supplement File No. 12-18-08 for a copy of documentation presented at this meeting.)

(12-18-08 Workshop and Regular Meeting)

**CALL TO ORDER**

Chairman Thomas called the meeting to order at 6:30 p.m.

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**INVOCATION / PLEDGE OF ALLEGIANCE**

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

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Chairman Thomas yielded the floor to Sheriff Elect Smith. Sheriff Elect Smith introduced members of his command staff.

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**PUBLIC HEARING**

**ENACTMENT OF ORDINANCE**

**--COMPREHENSIVE PLAN TEXT AMENDMENT APPLICATION NO. CPA 08-3 (BOCC) – NORA THOMPSON:**

Ms. Thompson read the title into the record:

**“AN ORDINANCE OF BRADFORD COUNTY, FLORIDA, AMENDING THE BRADFORD COUNTY COMPREHENSIVE PLAN; RELATING TO AN AMENDMENT TO THE TEXT OF THE BRADFORD COUNTY COMPREHENSIVE PLAN, UNDER THE AMENDMENT PROCEDURES ESTABLISHED IN SECTIONS 163.3161 THROUGH 163.3215, FLORIDA STATUTES, AS AMENDED; PURSUANT TO AN APPLICATION, CPA 08-3 BY THE BOARD OF COUNTY COMMISSIONERS, PROVIDING FOR AMENDING THE TEXT OF THE CAPITAL IMPROVEMENTS ELEMENT OF THE COMPREHENSIVE PLAN BY AMENDING GOAL VIII TO INCLUDE THE DEFINITION OF FINANCIAL FEASIBILITY, BY AMENDING OBJECTIVE VIII.1 TO ADD FINANCIALLY FEASIBLE CAPITAL IMPROVEMENTS BUDGET AND SCHEDULE OF CAPITAL IMPROVEMENTS, BY ADDING POLICY VII.1.4 CONCERNING THE ANNUAL CAPACITY ASSESSMENT OF EXISTING FACILITIES TO ADDRESS ANY EXISTING OR PROJECTED DEFICIENCIES IN ADOPTED LEVEL OF SERVICE STANDARDS, BY AMENDING OBJECTIVE VIII.4 TO ADD MAINTAINING AN ANNUAL CAPITAL IMPROVEMENTS BUDGETING PROCESS, BY AMENDING POLICY VIII.4.1 TO ADD FINANCIALLY FEASIBLE CAPITAL IMPROVEMENTS BUDGET, AND BY AMENDING THE FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.”**

*On Motion of Commissioner Chandler, Seconded by Commissioner Lewis, the Board unanimously adopted the Ordinance approving Comprehensive Plan Amendment Application No. CPA 08-3. (The Ordinance was assigned No. 08-36.)*

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**CONSENT AGENDA**

**A. ACCEPT BID ON FORECLOSED PROPERTY – ANGELA MACEY:**

*On Motion of Commissioner Lewis, Seconded by Commissioner Chandler, the Board unanimously approved the [Consent Agenda](#).*

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**ANNUAL REVIEW OF S.H.I.P. INCENTIVE STRATEGIES – ANGELA MACEY:**

Ms. Macey gave a brief overview of the [2008 Incentive Review and Recommendation Report](#), which is required by the state. Bradford County will not receive any cuts to the program, as have other programs throughout the state.

There was some discussion regarding adequate affordable housing in Bradford County.

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**PAYMENT OF BILLS – CHAIRMAN THOMAS:**

Chairman Thomas said he reviewed the bills and recommends payment.

*On Motion of Commissioner Lewis, Seconded by Commissioner Hersey, the Board unanimously approved payment of the bills. (A list of the bills is located in the Finance Office.)*

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**PUBLIC COMMENTS:** None.

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**COUNTY ATTORNEY REPORTS – TERRY BROWN:** None.

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**COUNTY MANAGER REPORTS – BRAD CARTER:**

- Presented the Standard [Memorandum of Agreement](#) Between the Office of Tourism Trade and Economic Development and Bradford County.

*On Motion of Commissioner Hersey, Seconded by Commissioner Lewis, the Board unanimously approved the Agreement as presented.*

- Asked Mr. Johns to address the Commission.

Mr. Johns said that in September he brought five grant applications to the Board for approval. As of this week, he has been notified that [two have been awarded](#): One for \$36,016.00 for the maintenance on the 9-1-1 equipment, and one for \$6,100.00 for maintenance on other equipment in the dispatch center. These are no matching requirements on these grants. He should hear back on the other three sometime this week.

(12-18-08 Workshop and Regular Meeting)

- Requested permission to advertise for sealed bids for metal pipes (culverts).

There was a consensus to advertise as requested.

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**CLERK REPORTS – RAY NORMAN:** None.

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**COMMISSIONER’S COMMENTS:**

**Commissioner Chandler commented on the following:**

- Advised the Board that he will be the County’s representative on the Florida Wellness Board.
- Wants the Road Department to be vigilant in continuing routine maintenance of roads while doing other projects.

**Commissioner Sellars commented on the following:**

- Before becoming a Commissioner, she served on the Code Enforcement Board and that seat is now vacant. There is urgency to get the vacancy filled. Ms. Josie Williams has agreed to serve and has submitted an [application](#).

*On Motion of Commissioner Sellars, Seconded by Commissioner Chandler, the Board unanimously approved the appointment of Josie Williams to the Code Enforcement Board.*

**Commissioner Lewis commented on the following:**

- Announced that there will be a meeting Monday, December 22 at 10:00 a.m., at the KOA Campground Conference Room to discuss the Mullins Grade Road connector to HWY 301.
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**CHAIRMAN COMMENTS – DOYLE THOMAS:**

- Received a letter from Suwannee River Water Management (SRWMD) in response to the County’s request for a maintenance plan on drainage ditches, outfall ditches, and waterways. SRWMD has instructed the County to contact them to schedule a field review of priority projects.
- There is a terminally ill young mother with a child who would like to place a mobile home on her grandfather’s property and they have run into a hardship. He asked for the Board’s approval to work with the family to help them with permits, etc.

Commissioner Hersey asked if the help includes waiving permit fees. Chairman Thomas said that they have some funds, so it would not mean totally waiving the fees, but possibly waiving a portion of the fees.

Commissioner Sellars said she is in favor of helping, especially when there is an illness or hardship involved. However, the Board needs to make sure it is not setting precedence for the future.

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Commissioner Chandler said that the Board should establish a policy that sets forth criteria to determine a hardship and only deal with those that meet the criteria.

Commissioner Lewis asked if whatever cost incurred would be brought back to the Board before finalized. Chairman Thomas indicated in the positive and said that they would report back to the Board before they do anything.

*On Motion of Commissioner Hersey, Seconded by Commissioner Lewis, the Board unanimously authorized the Chairman and the County Manager to work on and report to the Board at the January 5 meeting for further action of the Board.*

**Commissioner Hersey commented on the following:**

- Reminded the Commission of the meeting concerning Three Pipes on January 13 at 7:00 p.m., at the Jones-Rosenberg Building.
- At the last regular meeting the Board discussed the possibility of approving Friday, January 2, 2009 as a County paid holiday.

Clerk Norman advised that the courts would be open. Therefore, he must keep his office open. If the Board elects to declare the holiday, he will work with a skeleton crew.

There was brief discussion.

*On Motion of Commissioner Hersey, Seconded by Commissioner Lewis, the Board unanimously approved Friday, January 2, 2009, as a discretionary County paid holiday.*

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**ADJOURN**

There being no further business, the meeting adjourned at 7:03 p.m.

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

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**DOYLE THOMAS, CHAIRMAN**

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

Minutes prepared by Marlene Stafford, Deputy Clerk