

**MINUTES OF
BOARD OF COUNTY COMMISSIONERS
BRADFORD COUNTY, FLORIDA
REGULAR SCHEDULED MEETING 6:30 P.M.
THURSDAY, SEPTEMBER 15, 2011**

The Bradford County Board of County Commissioners convened in a regular meeting on Thursday, September 15, 2011, at 6:30 p.m., in the County Commission Chambers at 945 North Temple Avenue, Starke, Florida.

PRESENT: Chairman Lewis, Commissioner Thomas, Commissioner Riddick, Commissioner Sellars and Commissioner Chandler.

ALSO PRESENT: Brad Carter, County Manager; Rachel Rhoden, Administrative Assistant; Ray Norman, Clerk of Courts, Marlene Stafford, Deputy Clerk; Will Sexton, County Attorney; Jim Farrell, Finance Director; Brian Johns, Emergency Management Director; Allen Parrish, Emergency Services Director; Capt. Boatwright; Ronnie Harper, Maintenance Supervisor; Winifred Holland, Health Department Director; Nora Thompson, Zoning Director; Paul Funderburk, Road Superintendent; Mark Williams, M&R Construction; Benny Jackson, Mosquito Control Director; Sheriff Smith and Capt. Smith.

CALL TO ORDER: Chairman Lewis called the meeting to order at 6:30 p.m.

PUBLIC HEARINGS

--ESCAMBIA COUNTY HOUSING FINANCE AUTHORITY SINGLE FAMILY MORTGAGE REVENUE BONDS NOT EXCEEDING \$150,000,000.—ADOPTION OF RESOLUTION AND APPROVAL OF INTERLOCAL AGREEMENT—C.J. PIPKINS:

Chairman Lewis recognized Ms. C.J. Pipkins, Assistant Director and the Housing Program Director of the Escambia County Housing Finance Authority, who presented the Resolution and Interlocal Agreement for consideration. They have a single-family bond program on behalf of 24 counties in the State of Florida. Capital City Bank has asked them to return to Bradford County to provide below market interest rate loans to Bradford County constituents. The program also provides up to \$8,000.00 down-payment assistance at zero percent. There is no cost or liability to the County. An interlocal agreement is required. Although they are not certain they will be able to do a bond issue due to the market, with the execution of the interlocal agreement, they will be in position to move forward should the opportunity arise.

*Commissioner Chandler moved, seconded by Commissioner Sellars, and **carried 5-0, to adopt the Resolution approving execution of the interlocal agreement.** (The [Resolution was assigned No. 11-17.](#))*

**FIRST READING
ORDINANCE
LAND USE CLASSIFICATION AMENDMENT**

--LAND USE CLASSIFICATION AMENDMENT APPLICATION NO. R 110809A(BOCC)—NORA THOMPSON:

Chairman Lewis recognized Ms. Thompson, who read the title of the ordinance into the record.

Chairman Lewis opened the public hearing. There being no response, the public hearing was closed.

ADOPTION OF ORDINANCES

--LAND USE CLASSIFICATION AMENDMENT APPLICATION NO. S 110615A (GEORGE STEWART)—NORA THOMPSON:

Chairman Lewis recognized Ms. Thompson, who read the title of the ordinance into the record.

Chairman Lewis opened the public hearing. There being no response, the public hearing was closed.

Commissioner Thomas moved, seconded by Commissioner Sellars, and carried 5-0, to adopt the ordinance approving Land Use Classification Amendment Application No. S 110615A. (The Ordinance was assigned No. 2011-19.)

--LAND USE CLASSIFICATION AMENDMENT APPLICATION NO. S 110809A (BOCC)—NORA THOMPSON:

Chairman Lewis recognized Ms. Thompson, who read the title of the ordinance into the record.

Chairman Lewis opened the public hearing. There being no response, the public hearing was closed.

Commissioner Sellars moved, seconded by Commissioner Chandler, and carried 5-0, to adopt the ordinance approving Land Use Classification Amendment Application No. S 110809A. (The Ordinance was assigned No. 2011-20.)

--LAND USE CLASSIFICATION AMENDMENT APPLICATION NO. S 110809B (BOCC)—NORA THOMPSON:

Chairman Lewis recognized Ms. Thompson, who read the title of the ordinance into the record.

Chairman Lewis opened the public hearing. There being no response, the public hearing was closed.

Commissioner Chandler moved, seconded by Commissioner Thomas, and carried 5-0, to adopt the Ordinance, approving Land Use Classification Amendment Application No. S 110809B. (The Ordinance was assigned No. 2011-21.)

(This concluded the public hearings.)

CONSIDER APPROVAL OF SUBDIVISION PLAT FOR KIZINA ESTATES LOCATED OFF CR230 AND NE 17TH AVE.—NORA THOMPSON:

Chairman Lewis recognized Ms. Thompson, who presented the plat map for consideration.

*Commissioner Thomas moved, seconded by Commissioner Sellars, and **carried 5-0, to approve the Subdivision Plat for Kizina Estates as presented.** (The plat was recorded in Plat Book 3, Page 98.)*

PUBLIC COMMENTS: None.

CONSENT AGENDA

- A. MINUTES OF REGULAR SCHEDULED MEETING OF 07-07-11
- B. MINUTES OF REGULAR SCHEDULED MEETING OF 07-21-11
- C. MINUTES OF REGULAR SCHEDULED MEETING OF 08-01-11
- D. WINIFRED HOLLAND MEMBERSHIP REAPPOINTMENT TO WELLFLORIDA BOARD
- E. CONSIDER APPROVAL OF FLORIDA WORKS REGIONAL WORKFORCE BOARD TWO YEAR PLAN
- F. CONSIDER APPROVAL OF NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL (NCFRPC) LOCAL GOVERNMENT PLANNING SERVICES AGREEMENT (\$23,500) NO INCREASE
- G. CONSIDER APPROVAL OF NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL (NCFRPC) HAZARDOUS WASTE MONITORING AGREEMENT (\$7,882) NO INCREASE
- H. CONSIDER REAPPOINTMENTS TO ZONING BOARD AND BOARD OF ADJUSTMENT:
 - Colon Davis District IV 3 years 2014
 - Edward Hamilton District I 3 years 2014

*Commissioner Chandler moved, seconded by Commissioner Thomas, and **carried 5-0, to approve the Consent Agenda in its entirety.***

BRADFORD COUNTY SCHOOL DISTRICT FIVE-YEAR WORK PLAN—RICHARD SAPP:

Chairman Lewis recognized Mr. Sapp, who briefly reviewed highlights from the [Five-Year Work Plan](#) for the Bradford County School District. (The Plan is presented to comply with the County's Comprehensive Plan.)

(09-15-11 Regular Meeting)

CONSIDER APPROVAL OF ANNUAL CONTRACT WITH THE STATE OF FLORIDA DEPARTMENT OF HEALTH FOR THE OPERATION OF THE BRADFORD COUNTY HEALTH DEPARTMENT FOR CONTRACT YEAR 2011-2012—WINIFRED HOLLAND:

Chairman Lewis recognized Ms. Holland, who presented the annual contract for consideration.

*Commissioner Thomas moved, seconded by Commissioner Sellars, and **carried 5-0, to approve the [contract](#) as presented.***

BRADFORD COUNTY TOURIST DEVELOPMENT COUNCIL GRANT REQUEST FOR BRADFORD COUNTY HISTORIC PRESERVATION, INC. FOR THE CELEBRATION OF VETERANS DAY-- \$5,000—PAM WHITTLE:

In Ms. Whittle's absence, Chairman Lewis recognized Ms. Jacqueline Totura, who presented the grant request for consideration.

*Commissioner Sellars moved, seconded by Commissioner Thomas, and **carried 5-0, to approve the [TDC grant \(funding\) request](#) as presented.***

--CONSIDER APPROVAL OF HAZARD ANALYSIS STATE-FUNDED SUBGRANT AGREEMENT BETWEEN BRADFORD COUNTY AND THE STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT—BRIAN JOHNS:

Chairman Lewis recognized Mr. Johns, who presented the agreement for consideration. The grant amount is \$1,559.00.

*Commissioner Thomas moved, seconded by Commissioner Riddick, and **carried 5-0, to approve the [Subgrant Agreement](#) as presented.***

CONSIDER APPROVAL OF PORTABLE RADIOS FOR BRADFORD COUNTY SHERIFF DEPARTMENT AND HAMPTON POLICE DEPARTMENT—IGCF APPROVED 09-06-11—BRIAN JOHNS:

Chairman Lewis recognized Mr. Johns, who presented the expenditure request for consideration. It is the recommendation of the IGCF Committee to make the following purchases:

- Five portable radios, one mobile radio and one VHF antenna for Hampton—**Not to exceed \$4,000.00**
- Six portable radios for the BCSO—**Not to exceed \$4,000.00**

*Commissioner Chandler moved, seconded by Commissioner Thomas, and **carried 5-0, to approve the [IGCF expenditures](#) as requested***

(09-15-11 Regular Meeting)

REQUEST WRITE-OFFS OF “BAD DEBT” FOR DEPARTMENT OF CORRECTIONS—STATE INMATE ACCOUNTS (\$2,412.50)—ALLEN PARRISH:

Chairman Lewis recognized Mr. Parrish, who presented the write-offs for consideration.

*Commissioner Sellars moved, seconded by Commissioner Chandler, and **carried 5-0, to approve the [write-offs](#) as presented.***

Mr. Parrish gave an update on the \$6,000.00 grant received to help purchase materials for signs to mark residences more clearly. Improvements have been made to the rescue units by getting computers on board with a mapping system. The technology is in the units and in Dispatch, but the missing part is clearly marking the residences. The materials for the signs will be ordered soon, with the Road Department helping to manufacture the signs. The volunteer firefighters in their respective areas will be assisting with the placement of the signs. It will be done on a request by a homeowner basis, at no cost to the homeowner. There will be a media release to notify and educate the citizens.

CONSIDER APPROVAL OF LOW BIDS FOR MODULAR BUILDING, SEPTIC AND FENCE FOR SPEEDVILLE PARK—COMMISSIONER RIDDICK:

- **Modular Building from Ronald Newman (\$8,500) purchase & set up**
- **Contractor Oversight (\$200)**
- **Septic from Goetzman Construction, Inc. (\$2,150)**
- **Fence from Professional Fence, Inc. (\$1,250)**

Commissioner Riddick advised that [proposals and/or estimates](#) were acquired for each item on the list above. The ones being presented for approval submitted the lowest proposal/estimate.

*Commissioner Chandler moved, seconded by Commissioner Thomas, and **carried 5-0, to purchase the modular building from Ronald Newman for \$8,500.***

*Commissioner Chandler moved, seconded by Commissioner Thomas, and **carried 5-0, to approve the Contractor Oversight by Clay Wilson for \$200.***

*Commissioner Thomas moved, seconded by Commissioner Sellars, and **carried 5-0, to approve Goetzman Construction, Inc. to install the septic system for \$2,150.***

Incited by inquiry of Chairman Lewis, Commissioner Riddick advised that this is installation only. The County is responsible for hooking the system up to the building.

*Commissioner Sellars moved, seconded by Commissioner Riddick, and **carried 5-0, to approve the purchase and repair of fencing from Professional Fence, Inc. for \$1,250.***

PAYMENT OF BILLS—CHAIRMAN LEWIS:

Chairman Lewis advised that he reviewed the bills and it is his recommendation to pay the bills.

*Commissioner Thomas moved, seconded by Commissioner Sellars, and **carried 5-0, to approve payment of the bills.** (A list of the bills is on file in the Finance Department of the Office of the Clerk.)*

COUNTY ATTORNEY REPORTS—WILL SEXTON: None.

SHERIFF REPORTS—GORDON SMITH:

- Reminded the Commission about the Health Fair being held at True Vine Ministries this weekend.
- Christiann Hudson is doing a great job in the 9-1-1- Mapping Office.
- The camera/video system for the jail and the courthouse is in need of upgrades. Funds have been set aside for the jail. Emergency action was necessary and they were able to get [two bids](#). Sheriff Smith asked the Commission for permission to accept the low bid submitted by Future Home Integration for \$33,663.00, to purchase BCSO and courthouse CCTV system DVR upgrades.

There was brief discussion. Mr. Farrell advised that there are “set aside funds” budgeted for next year (FY11-12).

Commissioner Chandler moved, seconded by Commissioner Thomas, and **carried 5-0, to declare an emergency to take action on this item.**

Commissioner Chandler moved, seconded by Commissioner Sellars, and **carried 5-0, to approve the bid submitted by Future Home Integration for \$33,663.00.**

CLERK REPORTS—RAY NORMAN: None.

COUNTY MANAGER REPORTS—BRAD CARTER:

(It is recommended that both salaries [A&B] be retroactive back to the date each position became vacant, as both Ronnie Harper and Kelly Canady have been acting in their respective capacity since that date.)

A. RESULTING FROM INTERNAL ADVERTISEMENT—RECOMMENDATION FOR RONNIE HARPER FOR THE POSITION OF MAINTENANCE SUPERVISOR—Annual Salary of \$36,000

Mr. Carter said that as result of internal advertisement, he is recommending Ronnie Harper for the position of Maintenance Supervisor at an annual salary of \$36,000.

*Commissioner Sellars moved, seconded by Commissioner Thomas, and **carried 5-0, to approve the hire as recommended.***

B. RESULTING FROM INTERNAL ADVERTISEMENT—RECOMMENDATION FOR KELLY CANADY FOR THE POSITION OF COMMUNITY DEVELOPMENT DIRECTOR—Annual Salary of \$30,000

Mr. Carter said that as result of internal advertisement, he is recommending Kelly Canady for the position of Director of Community Development at an annual salary of \$30,000.

*Commissioner Thomas moved, seconded by Commissioner Sellars, and **carried 5-0, to approve the hire as recommended.***

At the recommendation of Mr. Carter, there was Board consensus that both salaries are retroactive from the time Mr. Harper and Ms. Canady began performing the duties.

C. CONSIDER APPROVAL OF PURCHASE ORDER TO PURCHASE A FORD F-150 4X4 PICK-UP TRUCK FROM MURRAY FORD, FOR USE BY MOSQUITO CONTROL--\$24,333 (State Contract Pricing, Paid from State Grant Funds)

Mr. Carter requested approval to purchase a 2011 Ford F-150 4x4 pick-up truck for use by Mosquito Control from Murray Ford at State Contract price of \$24,333., paid for with State grant funds.

*Commissioner Chandler moved, seconded by Commissioner Thomas, and **carried 5-0, to approve the purchase as requested.***

D. CONSIDER APPROVAL TO TRADE-IN FORD 5000 TRACTOR (Asset Record No. 2518) TO PURCHASE USED JOHN DEERE 5520 TRACTOR WITH LOADER--\$24,000 (Paid from State Grant Funds)

Mr. Carter requested permission to trade in a Ford 5000 tractor to purchase a [used John Deere 5520 tractor](#) with loader at a difference of \$24,000., paid for with State grant funds. This is a sole-source used tractor.

*Commissioner Thomas moved, seconded by Commissioner Chandler, and **carried 5-0, to approve the request as presented.***

COMMISSIONER'S COMMENTS:

Commissioner Chandler commented on the following:

- A constituent whose road was damaged by a contractor hauling dirt contacted him. The County recently expended \$17,000.00 getting the road in good shape. The County has an ordinance that requires a contractor to repair a road if they cause the damage. In this case, the contractor never repaired the road.

Commissioner Chandler asked the Commission to agree to place limerock on the road to bring the road back into good condition.

Mr. Carter said that Commissioner Chandler is correct; the County did amend the LDR to include language that requires contractors to repair a road if they cause damage. However, it was after the fact for this particular case, so it did not apply, but it will in the future.

There was Board consensus for the Road Department to repair the road.

- There is one area in Lawtey that backs up into a couple of resident's yards during heavy rains. Mr. Frees recommended blowing the debris out of the lines (culverts).

Commissioner Chandler asked the Board for permission to go back and look at it again to see what, if anything can be done.

There was Board consensus for Mr. Carter to look into it.

- Expressed appreciation to all the County agencies for their involvement in the Health Fair, and thanked the Commission for their support.

Commissioner Riddick commented on the following:

- Expressed appreciation to all who have been involved in the Speedville Park Improvement Project.
- Thanked Mr. Parrish, the Sign Shop and Mr. Ted House for their efforts in improving the signs in Seminole Ridge.

Commissioner Thomas commented on the following:

- The Hardshell Primitive Baptist Church on CR233 is 160 years old. The church is considering building a new church and there is not enough property to keep the old one and build a new one. Therefore, the old church will either have to be torn down or moved. The church would be willing to donate the building to have it moved.

Ms. Totura, who serves on the Historic Preservation Committee, made some suggestions and asked Commissioner Thomas to have someone from the church contact her.

- Thanked the Commission for approving the purchase of the new Mosquito Control truck and the tractor.

CHAIRMAN COMMENTS—EDDIE J. LEWIS

- Expressed appreciation for the milling placed on the roads in his district and for the response to the requests for mosquito spraying.

A. CONSIDER APPROVAL OF COUNTY MANAGER’S EMPLOYMENT AGREEMENT

Chairman Lewis recommended renewal of the Employment Agreement between Bradford County and Bradley D. Carter for County Manager Services.

*Commissioner Chandler moved, seconded by Commissioner Thomas, and **carried 5-0, to renew the Employment Agreement as recommended.***

ADJOURN

There being no further business, the meeting adjourned at 7:30 p.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