

**MINUTES OF
BOARD OF COUNTY COMMISSIONERS
BRADFORD COUNTY, FLORIDA
REGULAR SCHEDULED MEETING 9:30 A.M.
MONDAY, AUGUST 6, 2012**

The Bradford County Board of County Commissioners convened in a regular meeting on Monday, August 6, 2012 at 9:30 a.m. in Courtroom No. 1, Bradford County Courthouse, at 945 North Temple Avenue, Starke, Florida. (Early election was taking place in the County Commission Chambers.)

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

ALSO PRESENT: Brad Carter, County Manager; Rachel Rhoden, Administrative Assistant; Ray Norman, Clerk of Courts; Marlene Stafford, Deputy Clerk; Allen Parrish, Emergency Services Director; Ronnie Harper, Facility Maintenance Supervisor; Brian Johns, Emergency Management Director; Robert Perone, Library Director; Jim DeValerio, Ag and CRD Agent II; Jerome Kelly, County Engineer; Mark Crawford, Press; Donny Wise, Solid Waste Director; Kelly Canady, Community Development Director; Donald Frees, Assistant Road Superintendent; Tim Wilson, CED; Jim Farrell, Finance Director; Chris Thurow, I.T. Director; Sheriff Smith; Capt. Starling; Capt. Boatwright; Capt. Smith; Rod Crawford, Building Official; Paul Funderburk, Road Superintendent; and a Sheriff's Bailiff.

CALL TO ORDER: Chairman Chandler called the meeting to order at 9:30 a.m.

PUBLIC COMMENTS:

Tracy George—Animal Shelter Flooding:

Ms. George said that she had the great pleasure of assisting the animal shelter during the recent flooding. She distributed copies of a [report](#) of donations received and expenditures made, as of July 21, 2012, which is also available on her website: www.supportersofshelteredanimals.org. The overwhelming support was very heartwarming. The number of animals abandoned and abused is tremendous and while trying to address this issue, the physical location of the shelter is very important.

CONSENT AGENDA

- A. MINUTES OF REGULAR SCHEDULED MEETING OF JULY 2, 2012**
- B. RESUME CONTRACT WITH FIDELIS EMS BILLING, LLC (Formally Known as Diversified Ambulance Billing, Inc.) FOR RESCUE AMBULANCE BILLING AND OTHER RELATED PROFESSIONAL SERVICES – NO CHANGE IN COST**
- C. INVENTORY SURPLUS LIST**

*Commissioner Lewis moved, seconded by Commissioner Sellars, and **carried 5-0, to approve the [Consent Agenda](#) in its entirety.***

(08-06-12 Regular Meeting)

PAYMENT OF BILLS—COMMISSIONER THOMAS:

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

COUNTY ATTORNEY REPORTS—WILL SEXTON:

A. RECOMMEND \$2,500.00 TO SETTLE THE TREE REMOVAL SUIT BETWEEN PATRICIA J. HINDS AND BRADFORD COUNTY

Mr. Sexton reported that some time ago, Ms. Hinds sued the County over the cutting of pine trees. After mandatory mediation, it is his recommendation that the Board agree to pay \$2,500 as a settlement of the case.

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

B. CONSIDER APPROVAL OF AN AMENDED INTERLOCAL AGREEMENT WITH CLAY COUNTY FOR BUILDING OFFICIAL SERVICES

Mr. Sexton presented the agreement for consideration. The terms of the agreement changed slightly to indicate that the County would still maintain a relationship with Clay County on an as-needed basis, in the event that the County's Building Official is out sick, on vacation, or becomes overwhelmed with plans to review or inspections to undertake.

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

C. CONSIDER APPROVAL OF SOCIAL MEDIA POLICY

Mr. Sexton presented the policy for consideration. Some departments within the county have issues with employees making posts to certain social media websites. The proposed policy creates a uniform standard for all BOCC Departments, including the Volunteer Fire Departments, EMS and Emergency Management. The County Manager, the EMS Director and the Emergency Management Director have reviewed the policy.

Mr. Sexton gave a brief overview of the policy's content.

*Commissioner Lewis moved, seconded by Commissioner Sellars, and **carried 5-0, to approve the Policy as presented.***

SHERIFF REPORTS—GORDON SMITH:

Sheriff Smith expressed appreciation to Ms. Tracy George for her assistance with the animal shelter and her passion for the animals.

CLERK REPORTS—RAY NORMAN: None.

COUNTY MANAGER REPORTS—BRAD CARTER:

A. CONSIDER APPROVAL OF LOW BIDDER FOR THE HAMPTON LAKE BOAT RAMP REPLACEMENT PROJECT—JEROME KELLY, COUNTY ENGINEER

Mr. Carter recommended awarding the bid to the [low bidder D & L Contracting, LLC](#), at \$42,994.26.

Commissioner Lewis moved and seconded by Commissioner Sellars **to award the bid to D & L Contracting, LLC, as recommended.**

Incited by inquiry of Chairman Chandler, County Engineer Jerome Kelly advised that D & L Contracting, LLC met all bid requirements, including supplying three references from boat ramp projects performed, which he has verified. Mr. Kelly also recommended awarding the bid to D & L Contracting, LLC.

There being no further discussion, the **MOTION CARRIED 5-0.**

B. CONSIDER APPROVAL OF PROMOTION OF ROD A. CRAWFORD, II, FROM BUILDING OFFICIAL DESIGNEE TO BUILDING OFFICIAL

Mr. Carter recommended the promotion of Rod A. Crawford, II, from Building Official Designee to Building Official.

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

C. RESOLUTION—CONFIRMING THE EXTENSION OF A DECLARATION OF A STATE OF LOCAL EMERGENCY (T.S. Debby)

Mr. Carter read the title into record. The County is in process of repairing roads that continue to be impassable and that can only be repaired during a declared state of local emergency.

*Commissioner Thomas moved, seconded by Commissioner Sellars, and **carried 5-0, to adopt the Resolution as presented.** (The [Resolution was assigned No. 2012-21.](#))*

D. EXTENSION OFFICE ACCOMPLISHMENTS—TIM WILSON, CED/LIVESTOCK AGENT II

Mr. Wilson first reviewed the goals of the Extension Office and then presented a [Status Report](#) for the 2012 Second Quarter, containing the accomplishments, progress and goals of the Extension Office.

Incited by inquiry of Chairman Chandler, there was brief discussion regarding the availability of new tomato and blueberry cultivars.

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E. UPDATE ON MOSQUITO CONTROL—JIM DEVALERIO, AGRICULTURAL & CRD AGENT II

Mr. DeValerio gave a Power-Point presentation update on mosquito control. His presentation was not limited to but included grants, public education, volunteers, trapping, mosquito population, and statistical data and provided some suggestions for improvement.



Incited by Mr. DeValerio, there was brief discussion relating to protecting the volunteers during the course of their volunteer work as it relates to injuries or accidents.

There was some discussion regarding the mosquito trapping process.

F. RECORDS MANAGEMENT UPDATE—CHRISTOPHER THUROW, INFORMATION TECHNOLOGY DIRECTOR

Mr. Thurow distributed [copies of the abstract](#) of the Records Management Program as required by state statutes. The goal is for Bradford County to become a state certified county for records management, which takes about two years. Each department will be provided with software to help them get their vital records in order. Vital documents are being digitized and preparation is being made for the destruction of documents. This will be an on-going project, during which he will be providing quarterly updates. The Records Management Program runs in concert with the County's Continuing Operations Plan. Next quarter, he will provide a full update regarding the Continuing Operations Plan. Bradford County is one of the few counties in Florida who have an operational system.

EMERGENCY ITEMS:

G. REQUEST EMERGENCY AUTHORIZATION TO RETAIN ROBERT E. TAYLOR, A.I.A., ARCHITECT, P.A. AT A RATE OF 7.5% OF CONSTRUCTION COST TO COORDINATE URGENT COURTHOUSE ROOF REPAIRS. BID AWARD RECOMMENDATION TO BE PRESENTED TO THE BOARD FOR CONSIDERATION AT A LATER DATE

Mr. Carter reported on major leaks in the courthouse roof. Due to the commercial nature of the project, as well as the past excellent performance by Mr. Taylor on the Senior Center, he would recommend the retention of Mr. Taylor to help coordinate the extensive repairs.

*Commissioner Lewis moved, seconded by Commissioner Sellars, and **carried 5-0, to declare an emergency for consideration of this item.***

*Commissioner Sellars moved, seconded by Commissioner Lewis, and **carried 5-0, to retain Mr. Taylor as recommended.***

REQUEST EMERGENCY AUTHORIZATION TO RENT A 2001 GRADALL XL4100 TRUCK MOUNTED EXCAVATOR AT \$7,900.00 PER MONTH

Mr. Carter reported that the proposed rental arrangement will relieve an urgent, immediate need and will also provide an excellent opportunity to examine the excavator, which is available for purchase at \$85,000.00 with all rental payments deducted from the purchase price.

*Commissioner Thomas moved, seconded by Commissioner Sellars, and **carried 5-0, to declare an emergency for consideration of this item.***

*Commissioner Thomas moved, seconded by Commissioner Lewis, and **carried 5-0, to authorize the rental of a 2001 Gradall XL4100 truck-mounted excavator at \$7,900.00 per month.*** ([Rental Agreement.](#))

COMMISSIONER'S COMMENTS

Commissioner Sellars commented on the following:

- Expressed appreciation to Ms. George for her time, effort and compassion toward animals, which is helping to fulfill a great need.

Commissioner Riddick commented on the following:

- With the bids for the Hampton Lake Boat Ramp coming in as low as they did, he would like the Commission to consider getting a quote from the contractor to re-install the aluminum walkways that were to be removed (per the bid specifications), especially the one on the left-hand side, which had handrails.

Following discussion, there was Board consensus for Mr. Kelly to get a quote from the contractor.

Commissioner Thomas commented on the following:

- Echoed Commissioner Sellars' sentiments with regard to Ms. George.
 - Expressed appreciation to Mr. Thurow for the excellent job he did staying on top of the situation with the Broadband Authority.
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CHAIRMAN COMMENTS—ROSS CHANDLER:

Chairman Chandler echoed the sentiments of Commissioner Thomas with regard to Ms. George and Mr. Thurow. Their efforts are greatly appreciated.

ADJOURN

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

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

ROSS CHANDLER, CHAIRMAN

ATTEST: _____
RAY NORMAN, CLERK OF COURTS

Minutes prepared by Marlene Stafford, Deputy Clerk