

**MINUTES OF
BOARD OF COUNTY COMMISSIONERS
BRADFORD COUNTY, FLORIDA
REGULAR SCHEDULED MEETING 6:30 P.M.
THURSDAY, NOVEMBER 21, 2013**

The Bradford County Board of County Commissioners convened in a regular meeting on Thursday, November 21, 2013, at 6:30 p.m. in the County Commission Chambers at 945 North Temple Avenue, Starke, Florida.

PRESENT: Chairman Riddick, Commissioner Sellars, Commissioner Chandler and Commissioner Lewis. (Commissioner Thomas was absent.)

ALSO PRESENT: Brad Carter, County Manager; Rachel Rhoden, Deputy County Manager; Will Sexton, County Attorney; Ray Norman, Clerk to the Board; Marlene Stafford, Deputy Clerk; Jim Farrell, Finance Director; Allen Parrish, Emergency Services Director; Sheriff Smith; Joe Pietrangelo, Health Department Director; Ray Shuford, Sheriff I.T. Director; Kelly Canady, Community Development Director; Pat Welch, County Surveyor; Mark Crawford, Press; Jerome Kelly, County Engineer; Capt. Starling; Robert E. Taylor, County Architect; and Capt. Smith.

CALL TO ORDER: Chairman Riddick called the meeting to order at 6:32 p.m.

PUBLIC COMMENTS: None.

CONSENT AGENDA:

- A. MINUTES OF REGULAR SCHEDULED MEETING OF 10-17-13**
- B. MINUTES OF REGULAR SCHEDULED MEETING OF 11-5-13**
- C. PROCLAMATION--DECLARING MONTH OF NOVEMBER 2013-PANCREATIC CANCER MONTH**
- D. 2014 HOLIDAY SCHEDULE**
- E. 2014 BOCC MEETING SCHEDULE**
- F. BOCC MEMBERSHIP/OVERSIGHT LIST**
- G. SHIP MORTGAGE MODIFICATION AGREEMENT**

Commissioner Lewis moved, seconded by Commissioner Chandler, and carried 4-0, to adopt the Consent Agenda in its entirety.

PAYMENT OF BILLS--COMMISSIONER CHANDLER:

Commissioner Chandler moved, seconded by Commissioner Sellars, and carried 4-0, to approve payment of the bills as reviewed. (A list of the bills is on file in the Finance Department of the Office of the Clerk of Courts.)

COUNTY ATTORNEY REPORTS--WILL SEXTON:

Mr. Sexton apologized for the item not being on the agenda, stating that it is somewhat of an emergency.

Mr. Sexton advised that Bradford County received an application for a down payment assistance loan through S.H.I.P. The first mortgage holder would be Wells Fargo Home Mortgage, who is asking the Commission to authorize a one time deviation from the LHAP that typically requires \$500.00 of the down payment loan be used for repairs or improvements. The borrower needs the provision to be waived in order to obtain financing from Wells Fargo.

Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 4-0, to declare an emergency to consider the item.

Commissioner Lewis moved, seconded by Commissioner Chandler, and carried 4-0, to approve [the request](#) as presented.

SHERIFF REPORTS--GORDON SMITH: Sheriff Smith presented the following IGCF purchase requests for consideration (Approved by IGCF on 011-19-13):

A. CTS AMERICA FOR ANNUAL LICENSE RENEWAL AND ANNUAL MAINTENANCE FEE FOR SHERIFF'S DEPARTMENT (\$39,151.35)

Commissioner Sellars moved, seconded by Commissioner Lewis, and carried 4-0, to approve the [purchase request](#) as presented.

B. PURCHASE THREE (3) MCT LIGHT LICENSES THROUGH CTS AMERICA FOR EMS (\$3,507.00)

Commissioner Chandler moved, seconded by Commissioner Sellars, and carried 4-0, to approve the [purchase request](#) as presented.

C. PURCHASE FIVE (5) MCT FULL LICENSES THROUGH CTS AMERICA FOR SPD (\$9,420.00)

Commissioner Lewis moved, seconded by Commissioner Chandler, and carried 4-0, to approve the [purchase request](#) as presented.

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CLERK REPORTS--RAY NORMAN:

FY2012-2013 CLOSE-OUT BUDGET RESOLUTIONS AND AMENDMENTS--JIM FARRELL:

Chairman Riddick recognized Mr. Farrell, who presented the resolutions and budget amendments for consideration.

RESOLUTIONS: (Mr. Farrell explained each resolution and read the titles into the record.)

--APPROVING A \$320,500.00 INCREASE IN REVENUE AND EXPENDITURES IN THE GENERAL FUND

Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 4-0, to adopt the resolution as presented.

--APPROVING A \$10,000.00 INCREASE IN REVENUE AND EXPENDITURES IN THE GENERAL FUND

Commissioner Sellars moved, seconded by Commissioner Lewis, and carried 4-0, to adopt the resolution as presented.

--APPROVING A \$6,138.00 INCREASE IN REVENUE AND EXPENDITURES IN THE GENERAL FUND

Commissioner Chandler moved, seconded by Commissioner Sellars, and carried 4-0, to adopt the resolution as presented.

--APPROVING A \$9,692.00 INCREASE IN THE REVENUE AND EXPENDITURES IN THE GENERAL FUND

Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 4-0, to adopt the resolution as presented.

--APPROVING A \$63,089.00 INCREASE IN THE REVENUE AND EXPENDITURES IN THE TRANSPORTATION TRUST FUND

Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 4-0, to adopt the resolution as presented.

--APPROVING A \$260,000.00 INCREASE IN THE REVENUE AND EXPENDITURES IN THE EMERGENCY SERVICES FUND

Commissioner Chandler moved, seconded by Commissioner Sellars, and carried 4-0, to adopt the resolution as presented.

(The [Resolutions were assigned nos. 2013-31 through 2013-36.](#))

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BUDGET AMENDMENTS:

Mr. Farrell presented the budget amendments for consideration.

Commissioner Sellars moved, seconded by Commissioner Chandler, and carried 4-0, to approve the budget amendments as presented.

COUNTY MANAGER REPORTS--BRAD CARTER:

- A. CONSIDER APPROVAL OF FY2013-2014 CONTRACT BETWEEN BOCC AND THE STATE OF FLORIDA, DEPARTMENT OF HEALTH FOR OPERATION OF THE BRADFORD COUNTY HEALTH DEPARTMENT (COUNTY'S APPROPRIATED RESPONSIBILITY NOT TO EXCEED \$85,000--\$5,000 Decrease from last FY)--JOE PIETRANGELO, HEALTH DEPARTMENT DIRECTOR:**

Mr. Pietrangelo presented the contract for consideration. The only significant change is the fee schedule, which Mr. Pietrangelo briefly reviewed.

Commissioner Chandler moved, seconded by Commissioner Sellars, and carried 4-0, to approve the contract as presented.

- B. CONSIDER APPROVAL TO RENEW THREE (3) YEAR SERVICE AGREEMENT WITH TYCO SIMPLEXGRINNELL FOR TESTING AND INSPECTING THE COURTHOUSE FIRE ALARM SYSTEM (Annual Installment-\$5,049.67)--CHIP WARE, FIRE MARSHAL**

Mr. Carter presented the agreement for consideration.

Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 4-0, to approve the agreement as presented.

- C. CONSIDER APPROVAL OF CONSULTING SERVICES AGREEMENT WITH LAW ENVIRONMENTAL HEALTH AND SAFETY SOLUTIONS, INC. FOR OBSERVATION AND MONITORING OF VISIBLE MICROBIAL GROWTH AND/OR UNUSUAL MOISTURE CONDITIONS WITHIN COUNTY FACILITIES (EMS Building, Sheriff's Office and Jail)--(TOTAL ANNUALLY \$6,270)--ROBERT E. TAYLOR**

Mr. Carter presented the agreement for consideration.

Following brief discussion, *Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 4-0, to approve the agreement as presented.*

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(Items D, E & F are a result of an advertisement for Request for Qualifications. Applicants were reviewed and scored by Mr. Carter and Mr. Sexton.)

D. CONSIDER APPROVAL OF CONTRACT BETWEEN BOCC AND ROBERT E. TAYLOR, A.I.A., ARCHITECT, P.A., FOR COUNTY ARCHITECT SERVICES

Mr. Carter presented the contract for consideration.

Following brief discussion, *Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 4-0, to approve the contract as presented.*

E. CONSIDER APPROVAL OF CONTRACT BETWEEN BOCC AND PATRICK B. WELCH & ASSOCIATION, INC. FOR THE SERVICES OF COUNTY SURVEYOR

Mr. Carter presented the contract for consideration.

Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 4-0, to approve the contract as presented.

F. CONSIDER APPROVAL OF CONTRACT BETWEEN BOCC AND DRMP, INC., FOR THE SERVICES OF COUNTY ENGINEER

Mr. Carter presented the contract for consideration.

Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 4-0, to approve the contract as presented.

G. BID AWARD RECOMMENDATIONS FOR SHIP REHAB PROJECTS--KELLY CANADY

(Commissioner Chandler disclosed a conflict of interest for items 1 and 2 below and abstained from voting on those two items.)

Chairman Riddick pointed out that there is a significant difference between some of the low bids and the other bids and asked if the low bids are sufficient to cover the needed rehab? Ms. Canady advised that some items had to be deleted in order to come in under the S.H.I.P. budget guidelines. However, the bids did coincide with the cost estimates.

1. 1509 OLD LAWTEY ROAD

Ms. Canady recommended awarding the bid to the low bidder, George Prescott Construction for \$14,252.

Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 3-0, to uphold staff recommendation and award the bid to George Prescott Construction for \$14,252.

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2. 4469 SE 145TH TERRACE

Ms. Canady recommended awarding the bid to the low bidder, George Prescott Construction for \$18,981.

Commissioner Sellars moved, seconded by Commissioner Lewis, and carried 3-0, to uphold staff recommendation and award the bid to George Prescott Construction for \$18,981.

3. 14096 SE CR 100A

Ms. Canady recommended awarding the bid to the low bidder, George Prescott Construction for \$18,593.

Commissioner Chandler moved, seconded by Commissioner Lewis, and carried 4-0, to uphold staff recommendation and award the bid to George Prescott Construction for \$18,593.

4. 17858 US HWY 301 N--NO RECOMMENDATION

Ms. Canady recommended rejecting all bids for this project.

Commissioner Chandler moved, seconded by Commissioner Lewis, and carried 4-0, to uphold staff recommendation and reject all bids for this project.

K. REQUEST PERMISSION TO PURCHASE 2014 DODGE 4500, 4X4 AMBULANCE (\$158,955.--Approved in FY2013-2014 Budget)--ALLEN PARRISH:

Mr. Parrish requested permission to move forward with a budgeted purchase of a 2014 Dodge 4500, 4x4 ambulance.

Commissioner Sellars moved, seconded by Commissioner Lewis seconded, and carried 4-0, to approve the [purchase of the ambulance](#) as requested.

L. DISCUSS ROAD DEPARTMENT EQUIPMENT PURCHASES--PAUL FUNDERBURK:

Mr. Carter asked that this item be removed to be addressed at future meeting.

COMMISSIONER'S COMMENTS:

Commissioner Chandler commented on the following:

- Expressed appreciation to the Commission for allowing him to attend the Florida Institute of Government training for Economic Development, which was excellent. He has received his certification of completion from the North Florida Economic Development Academy. He hopes to utilize what he learned to assist the County in moving forward with economic development.

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Commissioner Lewis commented on the following:

- Expressed appreciation to all who were involved in yesterdays' Thanksgiving luncheon. (The other Board members echoed Commissioner Lewis' sentiments.)

CHAIRMAN COMMENTS--DANIEL RIDDICK:

- Expressed appreciation to County staff and wished everyone a Happy Thanksgiving.

ADJOURN:

There being no further business, the meeting adjourned at 6:58 p.m.

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

DANIEL RIDDICK, CHAIRMAN

ATTEST: _____
RAY NORMAN, CLERK TO THE BOARD

Minutes prepared by Marlene Stafford, Deputy Clerk