

**MINUTES OF
BOARD OF COUNTY COMMISSIONERS
BRADFORD COUNTY, FLORIDA
REGULAR SCHEDULED MEETING 9:30 A.M.
MONDAY, AUGUST 3, 2015**

The Bradford County Board of County Commissioners convened in a regular meeting on Monday, August 3, 2015, at 9:30 a.m., in the County Commission Chambers at 945 North Temple Avenue, Starke, Florida.

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

ALSO PRESENT: Brad Carter, County Manager; Rachel Rhoden, Deputy County Manager; Will Sexton, County Attorney; Ray Norman, Clerk of Courts; Jim Farrell, Finance Director; Marlene Stafford, Deputy Clerk; Benji Bennett, Emergency Management Planner; Capt. Starling; Terry Vaughan, Supervisor of Elections; Amanda Seyfang, Deputy Supervisor of Elections; Mark Crawford, Press; Jerome Kelley, County Engineer; Tim Wilson, CED; Teresa Phillips, Tax Collector; Robert Perone, Library Director; Capt. Thompson, Bennie Jackson, Solid Waste Director; Kelly Canady, Community Development Director; Sheriff Smith; Randy Andrews, Zoning Director; Brian Johns, Emergency Management Director; and Capt. Smith.

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

PUBLIC COMMENTS: None.

CONSENT AGENDA

- A. CONSIDER APPROVAL OF A SHIP HOME REPAIR LOAN, NOT TO EXCEED \$25,000 ON FILE NO. 2014-26-S**
- B. CONSIDER APPROVAL OF A SHIP SPECIAL NEEDS HOUSING LOAN, NOT TO EXCEED \$35,000 ON FILE NO. 2015-1-S**
- C. CONSIDER APPROVAL OF A SHIP SPECIAL NEEDS HOUSING LOAN, NOT TO EXCEED \$35,000 ON FILE NO. 2015-2-S**
- D. CONSIDER APPROVAL OF A SHIP SPECIAL NEEDS HOUSING LOAN NOT TO EXCEED \$35,000 ON FILE NO. 2015-3-S**
- E. CONSIDER APPROVAL OF A SHIP SPECIAL NEEDS HOUSING LOAN, NOT TO EXCEED \$35,000 ON FILE NO. 2015-4-S**
- F. CONSIDER APPROVAL OF A SHIP SPECIAL NEEDS HOUSING LOAN, NOT TO EXCEED \$35,000 ON FILE NO. 2015-5-S**
- G. CONSIDER APPROVAL OF A SHIP SPECIAL NEEDS HOUSING LOAN, NOT TO EXCEED \$35,000 ON FILE NO. 2015-6-S**
- H. PERMISSION TO REFER DELINQUENT EMS ACCOUNTS TO NATIONAL RECOVERY AGENCY FOR FURTHER COLLECTION EFFORTS IN THE AMOUNT OF \$59,072.11**
- I. APPROVAL TO CHARGE OFF EMS ACCOUNTS IN THE AMOUNT OF \$181,500**

Commissioner Lewis moved, seconded by Commissioner Thompson, and carried 5-0, to approve the Consent Agenda in its entirety.

(08-03-15 Regular Meeting)

APPROVE PAYMENT OF BILLS--COMMISSIONER RIDDICK:

Commissioner Riddick moved, seconded by Commissioner Lewis, and carried 5-0, to approve payment of the bills as reviewed. (The Disbursement List is on file in the Finance Department of the Office of the Clerk of Courts.)

PRESENTATION--MICHAEL RYAN MOORE, RECIPIENT OF THE STATE RECORD OF GROWING A CABBAGE PLANT THROUGH THE BONNIE CABBAGE PROGRAM--JIM DEVALERIO, Agricultural Extension Agent:

Chairman Chandler recognized Mr. Tim Wilson, CED, who addressed the [importance of agriculture](#) in Bradford County. Mr. Wilson advised that every year the Bonnie Cabbage Plant Program provides cabbage plants to every third grader in the United States, if they wish to participate. In Northeast Florida, the Farm Bureau partners with Bonnie Plants to get the plants into the schools. This year, the state cabbage plant that won the contest was grown by [Michael R. Moore of Bradford County](#). Not only did he win the contest, he broke the state record at 27.5 lbs. *(There were representatives present in the meeting from both Bonnie Plants and Farm Bureau.)*

Mr. Brad Trussell with Bonnie Plants presented a Certificate of Achievement to Michael Moore.

On behalf of Farm Bureau, Clerk Norman, recognized Mr. Greg Harden, the District III Field Representative for Florida Farm Bureau. Clerk Norman spoke with regard to the agricultural side of the Farm Bureau and encouraged those who would like to assist them in their efforts to join the local chapter.

GRANT APPROPRIATION FOR VOTING EQUIPMENT--TERRY VAUGHAN, Supervisor of Elections:

Chairman Chandler recognized Mr. Vaughan, who announced that after intense negotiations, the [State has agreed](#) to free up Federal HAVA funds over a five-year period in a pass-through grant to a 12-county consortium of which Bradford County is a member of, to fund the replacement of antiquated voting equipment. Bradford County is guaranteed to receive 22 to \$23,000 a year for the next five years. The equipment will be delivered in time for the 2016 election cycle. Mr. Vaughan asked the Commission to authorize the Chairman to sign a Memorandum of Agreement with the State of Florida, which he should receive in the next week or so.

Mr. Vaughan added that although not essential to operations, he would like to purchase wireless modems for use on Election Day to transmit results almost instantly once the polls close. The cost is about \$1,600.00 per precinct. This expense would be in addition to the grant.

Following some discussion, *Commissioner Lewis moved, seconded by Commissioner Thompson, and carried 5-0, to authorize the Chairman to sign a Memorandum of Agreement with the State of Florida for approval of the grant.*

Chairman Chandler expressed his appreciation to Mr. Vaughan for his efforts in procuring the grant, which is a tremendous savings to the County.

COUNTY ATTORNEY REPORTS--WILL SEXTON:

A. ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF SALE OF CENTURY AMBULANCE SERVICE, INC. TO PT-1 HOLDINGS, LLC

Mr. Sexton reported the County received [a letter](#) from Century Ambulance Service, Inc. reporting the sale of their operation to PT-1 Holdings, LLC. The Commission needs to acknowledge receipt of the letter so they can proceed with the sale of their assets.

Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 5-0, to acknowledge receipt of the letter as requested.

B. CONSIDER APPROVAL OF CONTINUED ISSUANCE OF CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY TO CENTURY AMBULANCE SERVICE, INC.

In correlation with "A" above, Mr. Sexton advised that Century Ambulance Service, Inc., is asking the Commission to continue to extend their Certificate of Public Convenience and Necessity (COPCN) for two years from today. Mr. Parrish recommends the Board's approval.

Commissioner Lewis moved, seconded by Commissioner Thompson, and carried 5-0, to extend the COPCN for Century Ambulance Service, Inc. for two years from today.

C. RESOLUTION--AUTHORIZING THE SUBMISSION OF A FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM (FRDAP) GRANT APPLICATION

Mr. Sexton read the title into the record and presented the resolution for consideration.

Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 5-0, to adopt the resolution as presented. (The [Resolution was assigned No. 2015-08.](#))

SHERIFF REPORTS--GORDON SMITH:

Sheriff Smith reported that the agreement with the City of Starke for the provision of police and fire dispatch services is up for renewal. There is an increase of approximately \$4,000.00, which the City of Starke has approved. The agreement requires the Chairman's signature. *(At the conclusion of the Sheriff's reports, Mr. Sexton advised that the Commission should vote on the renewal of the agreement. Since it was not on the agenda, it will require an emergency declaration.)*

Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 5-0, to declare an emergency to consider approval of the agreement.

Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 5-0, to approve the [renewal of the agreement with the City of Starke](#) for the provision of police and fire dispatch services, as presented.

(08-03-15 Regular Meeting)

Sheriff Smith presented the following **IGCF EXPENDITURE REQUESTS (IGCF Approved 07-21-15)** for consideration. The funds are in the budget:

A. REQUEST PERMISSION TO PAY HASTY'S COMMUNICATIONS IN THE AMOUNT OF \$2,294.15 FOR MOTOROLA RADIO REPAIR INVOICES

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

B. REQUEST PERMISSION TO PAY CTS AMERICA IN THE AMOUNT OF \$39,583.35 FOR THE SHERIFF'S DEPARTMENT ANNUAL MAINTENANCE AND LICENSE RENEWAL FEES

Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 5-20, to approve the expenditure request as presented.

C. REQUEST PERMISSION TO PAY CTS AMERICA IN THE AMOUNT OF \$4,890.00 FOR THE STARKE POLICE DEPARTMENT ANNUAL MAINTENANCE AND LICENSE RENEWAL FEES

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

Sheriff Smith reported that the fundraiser for the military families support group was a success and he thanked those involved.

COUNTY MANAGER REPORTS--BRAD CARTER

A. CONSIDER APPROVAL TO AWARD BID TO FLORIDA HOMES, INC. (Low Bid of \$17,326.00) ON SHIP HOUSING REHAB PROJECT, FILE NO. 2014-17-S--KELLY CANADY, Community Development Director

Ms. Canady recommended awarding the bid to the low bidder, Florida Housing, Inc., for \$17,326.00.

Commissioner Lewis moved, seconded by Commissioner Riddick, and carried 5-0, to award the bid as recommended.

B. CONSIDER APPROVAL OF FLORIDA HOUSING'S SCOPE OF SERVICES (Annual Report Guidance, Monthly Monitoring and Technical Assistance) FOR THE COMMUNITY DEVELOPMENT DEPARTMENT (Not to Exceed \$8,900.)--KELLY CANADY, Community Development Director

Ms. Canady presented the scope of services for consideration.

Commissioner Lewis moved, seconded by Commissioner Riddick, and carried 5-0, to approve the Scope of Services as presented.

(08-03-15 Regular Meeting)

C. EMERGENCY ITEM: REQUEST PERMISSION TO INCREASE V.E. WHITEHURST & SONS, INC. CONTRACT PRICE ON FDOT ROAD PROJECT C.R. 221 WIDENING AND RESURFACING. INCREASE NOT TO EXCEED \$60,000--JEROME KELLEY, County Engineer

Mr. Carter requested permission to increase V.E. Whitehurst & Sons, Inc. contract price on FDOT widening and resurfacing project for C.R. 221. Although the exact figure or change order is not available at this time, Mr. Kelley has estimated that the increase is not to exceed \$60,000.

Incited by inquiry of Commissioner Lewis, Mr. Carter advised that the additional funds are available in the FDOT allotment for this project. Mr. Kelley explained that the additional work is needed to alleviate flooding problems and gave a brief overview of the work that will be performed.

Commissioner Lewis moved, seconded by Commissioner Riddick, and carried 5-0, to declare an emergency to consider the request.

Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 5-0, to approve the increase to the V.E. Whitehurst & Sons, Inc. contract as presented.

2015-2016 BUDGET DISCUSSION:

Mr. Carter advised that in order to assist the Commission in making some difficult budgetary decisions, staff has prepared [a 2015-2016 Budget Discussion spreadsheet](#). On the left hand side is a list of operational needs submitted by the departments and reviewed by staff; on the right side (based on previous auditor comments) are some revenue options and estimates.

Mr. Farrell briefly addressed the Commission regarding the current state of the FY2015-2016 budget. The Finance Department had a balanced budget prepared to present to the Commission at the July 16 meeting. However, additional requests were submitted, which considerably increased expenditures but with no additional revenue. Therefore, the budget is being brought back to the Commission for a decision relating to the proposed additional expenditures and possible additional revenue sources.

Discussion ensued, which was not limited to but included:

- Employee Raises
- Proposed Increased Expenditures
- EMS Collection Rates
- Millage Rate
- Maintenance of Roads/Paving of Roads
- Economic Development and Growth
- Utility Franchise Fee
- Ninth Cent Gas Tax
- 1-5 Cent Local Option Fuel Tax

Clerk Norman advised that the Commission must set the proposed millage rate today, and a final decision on the budget is needed within the next two weeks. *(The Commission will finalize the 2015-2016 budget during its regular scheduled meeting of August 20, 2015.)*

CLERK REPORTS--RAY NORMAN

A. BOARD TO SET 2015-2016 PROPOSED MILLAGE RATE

Commissioner Lewis moved, seconded by Commissioner Riddick, and carried 5-0, not to take the rollback rate; to set the 2015-2016 proposed millage rate at the current rate of 9.1104 mills.

As directed by the Board, Clerk Norman advised that he checked the budget for a revenue source for the \$5,000.00 expenditure request submitted by Ms. Esther Kelly and the July 16, 2015 meeting, for the RJE CCBC After School Program. A revenue source within the budget has been identified that has not been utilized for the purpose intended.

Commissioner Lewis moved, seconded by Commissioner Thompson, and carried 5-0, to declare an emergency to consider the request.

Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 5-0, to approve the expenditure request of \$5,000.00

COMMISSIONERS' COMMENTS:

Commissioner Riddick commented on the following:

- Advised that if the Board is going to approve the gas tax, it must be done before October 1, 2015.

CHAIRMAN COMMENTS--ROSS CHANDLER:

- Governor Scott has not decided if he is going to let him continue to serve on the CareerSource Board. Should the governor decline, Bradford County will have no commission representation on the board. If his application is approved, he will be glad to continue his service.

(08-03-15 Regular Meeting)

ADJOURN:

Commissioner Lewis moved to adjourn the meeting, seconded by Commissioner Sellars. There being no further business, the meeting adjourned at 10:50 a.m.

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

ROSS CHANDLER, CHAIRMAN

ATTEST: _____
RAY NORMAN, CLERK TO THE BOARD

Minutes prepared by Marlene Stafford, Deputy Clerk

Minutes approved by BOCC at the Regular Scheduled Meeting of _____.