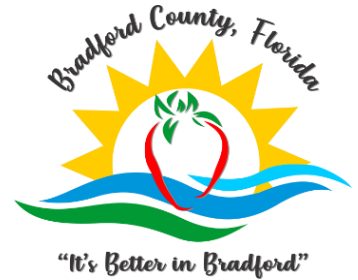


**BOARD OF COUNTY COMMISSIONERS
MEETING MINUTES**

March 2, 2020
County Commission Chambers
945 North Temple Avenue
Starke, FL 32091
Regular Scheduled Meeting
9:30 a.m.



PRESENT: Commissioner District 3 Chairman Chris Dougherty
Commissioner District 2 Vice-Chairman Kenny Thompson
Commissioner District 1 Commissioner Ross Chandler
Commissioner District 4 Commissioner Danny Riddick
Commissioner District 5 Commissioner Frank Durrance

ALSO PRESENT: Rachel Rhoden, Interim County Manager; Ray Norman, Clerk of Courts; Marlene Stafford, Deputy Clerk; Jim Farrell, Finance Director; Allen Parrish, Emergency Medical Services Director; Sheriff Smith; Major Smith; Capt. Konkel; Mark Crawford, Press; Wendy Russell, Deputy Emergency Management Director.

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

1. PUBLIC HEARING – ADOPTION OF ORDINANCE—Rachel Rhoden, Interim County Manager
--AN ORDINANCE AMENDING ARTICLE IV OF THE BRADFORD COUNTY CODE TO REVISE THE BRADFORD COUNTY PURCHASING PROCEDURES:

Chairman Dougherty recognized Ms. Rhoden, who presented the ordinance, reading the title into the record.

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

*Commissioner Durrance moved, seconded by Commissioner Chandler, and **carried 5-0, to approve the ordinance.** ([Ordinance No. 2020-02](#))*

Deviating from the agenda, Chairman Dougherty recognized former Manager for the City of Starke, Bob Milner. Mr. Milner presented comments regarding the City's \$3+ million legislative appropriations request for a planned additional water plant. He then introduced Mr. John Holman, the new Manager for the City of Starke.

Chairman Dougherty expressed his appreciation to Mr. Milner for his outstanding service.

Chairman Dougherty recognized Mr. Holman, who addressed the Commission, citing his experience, and expertise. He expressed his eagerness to work with the County Commission and staff toward cooperative services to get the best benefit for the citizens.

2. PUBLIC COMMENTS ([Forms](#)):

Chairman Dougherty recognized the following individuals who presented comments on the subject matter(s) noted:

Carol Mosley: Read from [written statement](#) regarding the County's contract with OEC.

Chairman Dougherty deviated from the order of the agenda to handle the Consent Agenda.

7. CONSENT AGENDA:

A. INVENTORY SURPLUS LIST

B. MASTER WORKSITE AGREEMENT BETWEEN ALACHUA/BRADFORD LOCAL WORKFORCE BOARD d/b/a CAREERSOURCE NORTH CENTRAL FLORIDA

*Vice-Chairman Thompson moved, seconded by Commissioner Chandler, and **carried 5-0, to approve the [Consent Agenda](#).***

3. STUDENTS WORKING AGAINST TOBACCO (SWAT) TOBACCO RETAIL LICENSE PRESENTATION—Candace Osteen, Community Health Advocate, Bradford County QuitDoc Foundation ([Documents provided to Commission](#)):

Chairman Dougherty recognized Ms. Candace Osteen representing the Tobacco Free Partnership of Bradford County, who addressed the Commission regarding tobacco retail licensing a/k/a TRL. Members of SWAT from Bradford High School; Camee Morrow, Adrian Jenkins and Grace Johns, assisted with the presentation. Items addressed were not limited to but included:

- The implementation and enforcement of a local TRL.
- Benefits to the community.
- Stats for tobacco use for Bradford County youth ages 11-17.
- Marketing tactics effects on youth.
- Local retailers who sell tobacco products.

Chairman Dougherty and Commissioner Durrance thanked Ms. Osteen and the students for their time and effort and willingness to take a stand on a very important issue.

Chairman Dougherty stated that the Board would have additional discussion on the topic.

4. CONSIDER APPROVAL OF A TOURIST DEVELOPMENT COUNCIL (TDC) GRANT APPLICATION FROM THE BRADFORD COUNTY FAIR ASSOCIATION FOR FUNDS IN THE AMOUNT OF \$7,500.00 TO ADVERTISE THE 70TH ANNUAL BRADFORD COUNTY FAIR (TDC APPROVED 02-20-20)—Pam Whittle, Chamber President:

Ms. Whittle presented the request for consideration.

*Commissioner Durrance moved, seconded by Commissioner Riddick, and **carried 5-0, to approve the request.***

Commissioner Riddick commended Chuck Kramer for the informative nature of the “Chuck in the Morning” show on WEAG.

5. CONSIDER APPROVAL OF TOURIST DEVELOPMENT COUNCIL (TDC) GRANT APPLICATION FROM NORTH FLORIDA REGIONAL CHAMBER OF COMMERCE FOR FUNDS IN THE AMOUNT OF \$7,500.00 TO ADVERTISE THE 22ND ANNUAL BRADFORD COUNTY STRAWBERRY FESTIVAL (TDC APPROVED 02-20-20)—Pam Whittle, Chamber President:

Ms. Whittle presented the request for consideration.

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

6. PERMISSION TO PAY \$612.00 FROM TOURIST DEVELOPMENT COUNCIL FUNDS FOR BILLBOARD VINYL PRODUCTION AND INSTALLATION TO ADVERTISE THE CITY OF STARKE AT THE NORTH END OF SR223 – TRUCK ROUTE. (TDC APPROVED 02-20-20)—Pam Whittle, North Florida Regional Chamber of Commerce:

Ms. Whittle presented the request for consideration.

*Vice-Chairman Thompson moved, seconded by Commissioner Durrance, and **carried 5-0, to approve the request.***

Ms. Whittle stated that they are currently looking for other billboards further outside the City to help encourage travelers to stop.

Chairman Dougherty inquired about the status of the directional signs FDOT is installing.

Ms. Rhoden advised that the vendor assisting the County with the production of the signs indicated that a draft design should be presented to her within the next 10 days. Local businesses have submitted applications to be included on the signs.

8. APPROVE PAYMENT OF BILLS—Commissioner Durrance:

*Commissioner Durrance moved, seconded by Vice-Chairman Thompson, and **carried 5-0, to approve payment of the bills.** (The Distribution List is on file in the Finance Department of the Office of the Clerk of Courts.)*

9. INTERIM COUNTY MANAGER REPORTS—Rachel Rhoden:

A. CONSIDER APPROVAL OF AN AWARD RECOMMENDATION ON A REQUEST FOR QUALIFICATIONS – RFQ. NO. 2020-001 FOR ENVIRONMENTAL ASSESSMENT SERVICES REQUIRED FOR FACILITY AND INFRASTRUCTURE IMPROVEMENTS AT THE KEYSTONE AIRPORT.

On behalf of the evaluation team consisting of Rachel Rhoden, Will Sexton, David Kirkland, Patricia Evans, Scott Kornegay and Chad Rischar, Ms. Rhoden recommended awarding the contract to AECOM to provide environmental assessment services for facility and infrastructure improvements at the Keystone Airport.

*Commissioner Riddick moved, seconded by Vice-Chairman Thompson, and **carried 5-0, to approve the recommendation for [RFQ. NO. 2020-001 for the E.A. at the airport.](#)***

10. COUNTY ATTORNEY REPORTS—Will Sexton: None.

11. SHERIFF REPORTS—Sheriff Smith:

- Black History month community events.
- Reviewed highlights from a [pamphlet “Bradford County Sheriff 2019 Year in Review”](#).

B. PERMISSION TO SPEND \$50,000.00 FROM JAIL SET-ASIDE FUNDS FOR ELECTRICAL WORK NEEDED FOR MODULAR UNITS (living quarters) FOR STATIONS AT SAMPSON CITY AND THERESSA

Capt. Konkel gave an update on the progress of the modular buildings. He reviewed [a list](#) of needs and unanticipated costs, totaling \$120,000.00, necessary to complete the projects.

\$70,000.00	Electrical – Connection of electric services to new modular buildings with generator backup for both living quarters, truck bays and water supply.
\$ 6,000.00	Appliances – Basic appliances for both living quarters (fridge, stove, microwave dishwashers)
\$ 5,000.00	Concrete – For both living quarters to include sidewalks and step/ramp platforms.
\$ 3,000.00	Gutters for both.
\$20,000.00	Covered walkways.
\$ 4,500.00	Fire suppression system (2) – Both stoves equipped.

(03-02-2020 Regular Meeting)

\$ 8,000.00 Ice Machines (2)
\$ 3,500.00 Furniture

Commissioner Durrance expressed concern that the costs were not included in the project.

Commissioner Riddick presented comments, specifically making reference to the “up to” \$300,000.00 the Board budgeted for the Fire Department, which included funds for several of the items on the project needs list.

Sheriff Smith and Capt. Konkel responded to the comments presented, stating that portions of the \$300,000.00 budgeted is being used for salaries and for upgrades and remodeling at Heilbronn Springs, as well as work on other stations.

Chairman Dougherty presented comments and specifically stated that he would like to see improvement during the design phase of future projects to better identify all projected expenses.

There was continued discussion regarding the proposed list, and which if any of the items could be cut from the proposed list. Mr. Parrish participated in the discussion. Sheriff Smith and Capt. Konkel were asked to keep the cost down as much as possible.

*Commissioner Riddick moved, seconded by Commissioner Durrance, and **carried 5-0, not to exceed \$120,000.00.***

A. RESOLUTION – APPROVING AND ADOPTING THE 2020 BRADFORD COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Ms. Wendy Russell presented the resolution for consideration, reading the title into the record.

*Commissioner Chandler moved, seconded by Commissioner Durrance, and **carried 5-0, to approve the resolution.*** ([Resolution No. 2020-10.](#))

Ms. Russell provided an update on the Hurricane Irma reimbursement process. To date, the County has been reimbursed a total of \$740,532.00, an increase of \$31,033.00 since the last report. The only claim remaining unpaid is direct administration costs in the amount of \$36,729.00, which is currently obligated and moving through the payment process. The grant total of the project claim was \$811,908.00 and the total amount due to the County is \$777,261.00; actual expenses incurred by the County were \$445,949.00.

12. CLERK REPORTS—Clerk Norman:

Clerk Norman presented brief comments regarding the services provided by the Clerk’s Office.

13. CHAIRMAN COMMENTS—Chairman Dougherty:

- Presented comments concerning the closure of the hospital and the impact on the community.

14. COMMISSIONERS' COMMENTS:

Commissioner Riddick:

- Expressed appreciation to Sgt. Witt in the Sheriff's Office for his exemplary performance in identifying and arresting two burglars.
- The urgency to get the modular buildings finished so they can be staffed.
- Would like to work with the Sheriff's Office regarding the sale of E-Cigarettes. (Sheriff Smith presented comments.)

Commissioner Durrance:

- Expressed appreciation to Mr. Parrish and Sheriff Smith and encouraged completion of the modular buildings.

Mr. Parrish presented comments regarding the impact the closure of the hospital is projected to have on the community and on the Emergency Medical Services budget. He is scheduled to meet with the CEO and the ER Director this week to see what type of partnership could be established to reduce the impacts. Mr. Parrish solicited input from the Board, possibly in a workshop setting. He has four proposals ready to present to the County Manager and the Chairman.

Ms. Rhoden advised that she will also be attending the meeting with the CEO and ER Director with Mr. Parrish. Chairman Dougherty requested to be included in the meeting, if possible.

ADJOURN: There being no further business, the meeting adjourned at 10:44 a.m.

Minutes approved by BoCC at the Regular Scheduled Meeting of April 16, 2020.