

**BOARD OF COUNTY COMMISSIONERS  
MEETING MINUTES**

October 5, 2020  
Gov. Charley E. Johns Conference Center  
1610 N. Temple Avenue  
Starke, FL 32091

**IN-PERSON AND TELEPHONIC  
(Due to COVID-19)**



Regular Scheduled Meeting  
9:30 a.m.

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**PRESENT:** Commissioner District 3 - Chairman Chris Dougherty  
Commissioner District 1 - Ross Chandler  
Commissioner District 4 - Danny Riddick  
Commissioner District 5 - Frank Durrance

**ABSENT:** Commissioner District 2 - Vice-Chairman Kenny Thompson

**ALSO PRESENT:** Rachel Rhoden, County Manager; Will Sexton, County Attorney; Alyssa Winston, Administrative Assistant; Ray Norman, Clerk of Courts; Jim Farrell, Finance Director; Dana LaFollette, Accountant, Finance Department; Marlene Stafford, Deputy Clerk; Randy Andrews, Zoning Director; Allen Parrish, Fire Rescue Director; Ian Waters, I.T. Manager; Ben Riggs, I.T. Systems Administrator; Capt. Konkell; Sgt. Brad Witt, Emergency Management Director; Major Brad Smith; and Dylan Rodgers, EMS Division Chief.

County Manager Rachel Rhoden presented opening comments specific to the format of the meeting being held both in-person and telephonically, due to COVID-19.

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

**1. PUBLIC COMMENTS:**

The following individual was present telephonically and presented comment(s) on the subject matter(s) noted:

**CAROL MOSLEY ([Written Statement](#)):**

- CARES Act Funding – Concern regarding Consent Agenda Item “J”.
- Items on the Consent Agenda.

**2. APPROVAL AND/OR ADOPTION OF CONSENT AGENDA:**

- A. **PAYMENT OF BILLS – Reviewed by Commissioner Riddick** (The Distribution List is on file in the Finance Department of the Office of the Clerk of Courts.)
- B. **RESOLUTION – CONFIRMING PROCLAMATIONS OF A LOCAL STATE OF EMERGENCY IN BRADFORD COUNTY, FLORIDA.** ([Resolution No. 2020-43](#))
- C. **SEVENTEENTH AMENDMENT TO A THREE-PARTY AGREEMENT BETWEEN BRADFORD COUNTY AND THE UNIVERSITY OF FLORIDA BOARD OF TRUSTEES AND WILLIAM F. HAMILTON, M.D. FOR DISTRICT MEDICAL EXAMINER SERVICES, UNIVERSITY PHYSICIAN SUPPORT SERVICES, UNIVERSITY NON-PHYSICIAN SUPPORT SERVICES AND FACILITY USE. FISCAL-YEAR 2020-2021. COMPENSATION BY COUNTY - \$48,674.52 (BoCC Approved FY20-21 Funding on 07-06-2020.)**
- D. **AMENDMENT NO. 1 TO THE CORONAVIRUS RELIEF FUND (CRF) AGREEMENT**
- E. **RESOLUTION – AUTHORIZING EXECUTION OF AN INTERLOCAL AGREEMENT FOR AUTOMATIC AID AND THE PROVISION OF EMERGENCY RESPONSE SERVICES WITH THE CITY OF STARKE** ([Resolution No. 2020-44](#))
- F. **IGCF EXPENDITURE - QUOTE FROM NETMOTION FOR BRADFORD COUNTY SHERIFF’S OFFICE ANNUAL SUBSCRIPTION IN THE AMOUNT OF \$8,674.19 (IGCF Approved 09-02-2020)**
- G. **IGCF EXPENDITURE – WILLIAMS COMMUNICATION INVOICE #13201 IN THE AMOUNT OF \$300.19 FOR BRADFORD COUNTY SHERIFF’S OFFICE RADIO REPAIR (IGCF Approved 09-02-2020)**
- H. **IGCF EXPENDITURE – SMARTCOP INVOICE #MN2000755 IN THE AMOUNT OF \$1,475.53 FOR LAWTEY PD ANNUAL MAINTENANCE (IGCF Approved 09-02-2020)**
- I. **SHIP/COMMUNITY DEVELOPMENT ANNUAL REPORTS**
- J. **RESOLUTION – ACCEPTING A LOAN FROM CAPITAL CITY BANK AND AUTHORIZING JOSEPH C. DOUGHERTY, BOARD CHAIR, TO EXECUTE A PROMISSORY NOTE FOR \$3,525,225.00 TO CAPITAL CITY BANK, TOGETHER WITH OTHER NECESSARY DOCUMENTS IN ORDER TO FINANCE THE COUNTY’S CARES ACT PROGRAM—  
**REMOVED FROM CONSENT AGENDA****
- K. **QUOTE FROM COGGIN AUTOMOTIVE FOR A 2021 FORD F-150 SUPER CAB 4WD IN THE AMOUNT OF \$30,756.00. DEPARTMENT OF MANAGEMENT SERVICES STATE CONTRACT NO. 25100000-19-1 FOR BASE PRICE.**
- L. **BRADFORD COUNTY FISCAL YEAR 2016 DEO CONTRACT NO. 18DB-OM-03-14-01-H09 REVISED CONTRACT FOR DEMO/RECONSTRUCTION UNIT 16-1 IN THE AMOUNT OF \$88,719.00 (Hampton)**
- M. **BRADFORD COUNTY FISCAL YEAR 2016 DEO CONTRACT N O. 18DB-OM-03-14-01-H09 REVISED CONTRACT FOR DEMO/RECONSTRUCTION UNIT 16-4 IN THE AMOUNT OF \$87,273.00 (Templeton)**
- N. **BRADFORD COUNTY FISCAL YEAR 2016 DEO CONTRACT NO. 18DB-OM-03-14-01-H09 REVISED CONTRACT FOR DEMO/RECONSTRUCTION UNIT 16-8 IN THE AMOUNT OF \$88,719.00 (Johnson)**
- O. **MINUTES OF SPECIAL CALLED MEETING OF SEPTEMBER 8, 2020**
- P. **MINOR REVISIONS TO THE BRAFORD COUNTY INTERNATIONAL ASSOCIATION OF FIREFIGHTERS’ COLLECTIVE BARGAINING AGREEMENT**

Chairman Dougherty announced the removal of Item “J” from the Consent Agenda due to new guidance received from the Florida Division of Emergency Management.

*Commissioner Durrance* **MOVED, to approve the Consent Agenda with Item “J” removed.**  
*Commissioner Riddick* **SECONDED** the motion.

*Chairman Dougherty* conducted a roll-call vote:

*Commissioner Chandler:* Aye

*Commissioner Durrance:* Aye

*Commissioner Riddick:* Aye

*Chairman Dougherty:* Aye

The **MOTION CARRIED 4-0.**

Chairman Dougherty announced Vice-Chairman Thompson’s absence due to illness.

### **3. COUNTY ATTORNEY REPORTS—Will Sexton:**

#### **EMERGENCY ITEM: AMENDMENT NO. TO THE CARES ACT FUNDING AGREEMENT:**

Mr. Sexton presented the amendment in Resolution form. Received this morning is an amendment to the CARES Act Funding Agreement with the State of Florida, Division of Emergency Management, which authorizes allocation of the second 75% of CARES funding. In order to insure these funds are available as soon as they are needed, in accordance with the CARES Plan previously approved by the Board, staff respectfully requests the Board:

- Declare this item an emergency for consideration.
- Adopt the Resolution and approve Amendment No. 1 to the CARES Act Funding Agreement with DEM.

*Commissioner Riddick* **MOVED to declare an emergency to consider the item.** *Commissioner Durrance* **SECONDED** the motion.

*Chairman Dougherty* conducted a roll-call vote:

*Commissioner Chandler:* Aye

*Commissioner Durrance:* Aye

*Commissioner Riddick:* Aye

*Chairman Dougherty:* Aye

The **MOTION CARRIED 4-0.**

Mr. Sexton presented the Resolution for consideration, reading it by title.

*Commissioner Durrance* **MOVED to approve the Resolution.** *Commissioner Riddick* **SECONDED** the motion.

*Chairman Dougherty* conducted a roll-call vote:

*Commissioner Chandler:* Aye

*Commissioner Durrance:* Aye

*Commissioner Riddick:* Aye

*Chairman Dougherty:* Aye

The **MOTION CARRIED 4-0.** ([Resolution No. 2020-45](#))

**4. COUNTY MANAGER REPORTS—Rachel Rhoden**

**A. CONSIDER APPROVAL OF A PROPOSAL FROM CHW PROFESSIONAL CONSULTANTS FOR A DESIGN BUILD CRITERIA PACKAGE (DBCP) FOR HEILBRONN SPRINGS FIRE STATION. TOTAL - \$38,500.00 (To be paid from State Appropriations) – Allen Parrish, Fire Rescue Director**

Ms. Rhoden presented the proposal for consideration. Ms. Rhoden reviewed the Scope of Work to be provided by CHW professional Consultants for a total fee of \$38,500.

Responding to inquiry by Commissioner Durrance, Mr. Parrish explained that the overall plan is for this location to become the Headquarters for Fire Rescue. The renovations will provide:

- Office Space for Fire
- Training Facility
- Living Quarters to Staff the Facility

*Commissioner Riddick **MOVED to approve [the proposal](#)**. Commissioner Durrance **SECONDED** the motion.*

Referencing past history with construction projects in the county, Chairman Dougherty addressed the importance of an assurance that the finished product will be exactly what is being proposed and designed.

Mr. Parrish concurred with Chairman Dougherty.

*Chairman Dougherty conducted a roll-call vote:*

*Commissioner Chandler: Aye*

*Commissioner Durrance: Aye*

*Commissioner Riddick: Aye*

*Chairman Dougherty: Aye*

*The **MOTION CARRIED 4-0.***

**5. SHERIFF REPORTS – Sheriff Smith: None.**

**6. CLERK REPORTS – Clerk Norman: None.**

**7. COMMISSIONERS' COMMENTS: None.**

**8. CHAIRMAN COMMENTS:**

Chairman Dougherty encouraged everyone to continue to pray for our President, our Country and our Nation as a whole, and to continue to follow CDC guidelines relating to COVID-19.

(10-05-2020 Regular Meeting)

**ADJOURN:** There being no further business, the meeting adjourned at 9:45 a.m.

Minutes approved by BoCC at the Regular Scheduled Meeting of 11-02-2020.