

July 6, 2017  
Regular Board Meeting  
Judicial Annex Building  
Live Oak, Florida

6:00 p.m.

The Suwannee County Board of County Commissioners met on the above date and time for a regular session and the following were present: Chairman Ricky Gamble; Commissioner Don Hale; Commissioner Clyde Fleming; Commissioner Larry Sessions; and Commissioner Ronnie Richardson. Eric Musgrove and Logan Woods, Deputy Clerks; Randy Harris, County Administrator; and James W. Prevatt, Jr., County Attorney, were also present.

Chairman Gamble called the meeting to order at 6:00 p.m. and asked James Sommers to lead the invocation and the Pledge of Allegiance to the Flag of the United States of America.

**APPROVAL OF MINUTES:**

**The first item on the agenda** was to approve the minutes of the June 20, 2017 Regular Board Meeting.

**Commissioner Sessions moved to approve the minutes of the June 20, 2017 Regular Board Meeting as written. Commissioner Fleming seconded, and the motion carried unanimously.**

**CONSENT:**

**The second item on the agenda** was to approve payment of processed invoices.

July 6, 2017  
 Regular Board Meeting  
 Judicial Annex Building  
 Live Oak, Florida

**SUWANNEE COUNTY  
 BOARD OF COUNTY COMMISSIONERS  
 WARRANTS ISSUED REPORT**

7/6/2017

<b>FUND</b>			
001	GENERAL REVENUE	\$	1,554,114.80
116	FINE & FORFEITURE	\$	743,677.88
117	911 ADRESSING	\$	3,317.61
118	STATE ATTORNEY'S OFFICE	\$	20,459.79
119	BUILDING DEPARTMENT	\$	9,288.09
122	FIRE PROTECTION FUND	\$	34,358.40
128	EMERGENCY MGT FUND	\$	28,727.02
129	LAW EDUCATION	\$	1,598.09
131	TOURIST PROMOTION	\$	2,491.12
140	ROAD & BRIDGE	\$	214,980.19
171	LIBRARY	\$	194,150.50
172	RECREATION	\$	50,188.13
181	LOCAL HOUSING ( SHIP )	\$	5,800.00
351	RENOVATION/CONSTRUCTION	\$	2,264.15
402	SOLID WASTE COLLECTION	\$	129,317.23
403	SOLID WASTE DISPOSAL	\$	51,844.04
404	WATER PLANT	\$	2,200.30
		\$	<u>3,048,777.34</u>

(Balance of page left blank intentionally)

July 6, 2017  
 Regular Board Meeting  
 Judicial Annex Building  
 Live Oak, Florida

**Board of County Commissioners over \$10,000.00  
 Warrants Issued Analysis**

*Please find below a list of payments \$10,000.00 and above that will be approved for disbursement on 7/6/17*

<u>Vendor</u>	<u>Date</u>	<u>Check No.</u>	<u>Amount</u>	<u>Description</u>
Jim Hinton Oil	6/23/2017	176896	16,017.52	Fuel
Anderson Columbia	6/30/2017	176921	14,000.00	40 loads of Millings
Baker and Taylor	6/30/2017	176923	11,615.54	Books
Hamilton County Board of Cty Comm	6/30/2017	176940	66,008.00	2017 Administrative Services Library
Security Safe Company	6/30/2017	176944	16,601.00	CCTV Surveillance Cameras Collection Sites
Bound Tree Medical	6/30/2017	176970	13,942.35	Medical Supplies
Suwannee County Chamber	6/30/2017	176972	10,000.00	2017 Outside Agency Budget Approval
Hayes Computer Systems	6/30/2017	176983	12,461.00	License, Firewall installation Dowling Park Library
Waste Management	6/30/2017	176997	40,784.41	Waste Hauling
Capital City Bank	6/30/2017	177016	129,918.92	July - Sept Loan payments
Dana Safety Supply	6/30/2017	177050	16,535.00	Repairs/parts Battalion Truck
Blue Cross/Blue Shield	6/30/2017	177051	171,305.61	July Health Insurance
Agency for Health Care	6/30/2017	177052	67,999.61	indigent care/hospital-nursing homes
Digitech Computer	6/30/2017	177067	14,125.80	Medical Billing Charges
Southern Specialized Truck	6/30/2017	177072	11,995.47	Engine Repairs Fire Truck
Ketchum., Wood & Burgert	6/30/2017	177079	18,403.32	Medical Examiner Fees
Aecom Technical Services	6/30/2017	177093	20,242.25	Airport Grant/West Apron Phase I
			651,955.80	

**The third item on the agenda** was to approve renewal of an agreement regarding the application and distribution of funds for Crime Stoppers of Suwannee County, Inc.

**The fourth item on the agenda** was to approve the recapitulation of the Fiscal Year 2016 Tax Roll for Suwannee County.

**The fifth item on the agenda** was to approve a Subordination Agreement for Katheryn Hegenuer, State Housing Initiatives Program client.

This item was pulled from the consent agenda for discussion.

**The sixth item on the agenda** was to approve a Subterranean Termite Control Contract and Limited Warranty with Live Oak Pest Control, Inc. for the Airport Maintenance Shop. (Agreement No. 2017-66)

**The seventh item on the agenda** was to approve a State-Funded Subgrant Agreement with the Florida Division of Emergency Management for an Emergency Management Preparedness and

Assistance Grant (EMPA) in the amount of \$105,806.00 for the Emergency Management Department. (**Agreement No. 2017-67**)

**The eighth item on the agenda** was to approve holding the second meeting for the month of July, on Monday, July 17, 2017 at 6:00 p.m.

**The ninth item on the agenda** was to approve amending the current agreement with EMS/MC to include hardware and ESO software services.

This item was pulled from the consent agenda for discussion.

**The tenth item on the agenda** was to approve Tourist Development Council recommendations.

This item was pulled from the consent agenda for discussion.

**The eleventh item on the agenda** was to authorize purchasing a utility bed pickup truck for Solid Waste. Budget impact: funded by Solid Waste Grant.

This item was pulled from the consent agenda for discussion.

**The twelfth item on the agenda** was to approve purchasing various pieces of equipment for the Road Department utilizing funds intended for equipment purchase.

**The thirteenth item on the agenda** was to approve an appointment to the Suwannee County Emergency Food and Shelter Program local board.

**Commissioner Richardson moved to approve Consent Agenda Items 2-4, 6-8, and 12-13. Commissioner Hale seconded, and the motion carried unanimously.**

**The fifth item on the agenda** was to approve a Subordination Agreement for Katheryn Hegenauer, State Housing Initiatives Program client.

July 6, 2017  
Regular Board Meeting  
Judicial Annex Building  
Live Oak, Florida

County Attorney Prevatt stated that he was fine with the subordination agreement, but there was an error in the agreement's wording regarding the \$12,000 loan. He suggested that the Board approve the item after he made changes to the wording of the document.

Brief discussion and clarification ensued on the issue.

**Commissioner Sessions moved to approve a Subordination Agreement for Katheryn Hegenauer, State Housing Initiatives Program client, with the changes noted by the County Attorney. Commissioner Fleming seconded, and the motion carried unanimously. (Agreement No. 2017-65)**

**The ninth item on the agenda** was to approve amending the current agreement with EMS/MC to include hardware and ESO software services.

County Attorney Prevatt stated that the agreement was an amendment written by the company, but there were certain requirements that were not pertinent to a county entity.

County Administrator Harris stated that these issues would occur from time to time as the County dealt with various entities. He asked for approval of the agreement with the changes made by the County Attorney.

**Commissioner Fleming moved to approve amending the current agreement with EMS/MC to include hardware and ESO software services, with certain changes to be made by the County Attorney. Commissioner Sessions seconded, and after discussion about pre-approving agreements without seeing the final draft, the motion carried unanimously. (Agreement No. 2017-61-01)**

**The tenth item on the agenda** was to approve Tourist Development Council recommendations.

July 6, 2017  
Regular Board Meeting  
Judicial Annex Building  
Live Oak, Florida

Commissioner Richardson stated that he was concerned with the scope of the TDC recommendations. He asked for clarification from Dr. Alvin Jackson, Economic Development and TDC Director, regarding some budget figures and a new position.

Dr. Jackson stated that he would discuss the budget in further detail at the Board budget hearings. He added that for the first time, the TDC had a proposed budget with line items for all items, and thus could not fully compare budget line items to previous years. Dr. Jackson stated that the Florida Statutes require that TDCs authorize a Strategic Marketing Plan, which the TDC had recently implemented, and the proposed budget would work towards that. Regarding the new position, Dr. Jackson stated that the County Commissioners had determined that he should also serve as TDC Director, and his job description in the recommendations fulfilled that request.

Commissioner Richardson asked if the proposed TDC Director would also serve as the Economic Development Director. Dr. Jackson replied that it was the Board's decision, and this was what had been decided last year.

Dr. Jackson continued his discussion by stating that the Marketing Coordinator's position would assist in facilitating a real marketing effort for Suwannee County, especially because of the necessity of a destination marketing website for the TDC. He recommended that the TDC share the cost of the employee with the Department of Economic Development.

Commissioner Richardson asked for an explanation of advertising costs. Dr. Jackson replied that the general costs were for the TDC, and the event costs were reimbursements and support for the specific events held by various local organizations.

July 6, 2017  
Regular Board Meeting  
Judicial Annex Building  
Live Oak, Florida

Dr. Jackson also clarified that all advertising and grant costs dealt with marketing and advertising Suwannee County and the events within it. He then explained in some detail the marketing efforts as they furthered the Strategic Plan.

Commissioner Richardson stated that due to the day chosen for the event, the River Reunion had a lower attendance compared to the Catfish Festival. He then discussed the differences between the two events and hoped for a better equalization of funds in the future.

Dr. Jackson discussed the differences between the two types of events that the TDC would support: multi-day "Signature" events that brought in people from outside the County, and single-day local events. He added that the bulk of the TDC's funding should go to the Signature events that fill the local hotels and campgrounds, thus bringing in additional County revenue. Dr. Jackson also clarified that the TDC would only support marketing for the events, not for the purchases.

After further questioning by Commissioner Richardson, Dr. Jackson replied that applicants could request any amount that the TDC then used to base their authorization; the Catfish Festival was only on its third year while the River Reunion had more than 30 years of history.

Chairman Gamble stated that ultimately, the County Commissioners set funding amounts.

Commissioner Richardson added that the Catfish Festival received nothing from the TDC this year because they failed to submit an application before the deadline.

Dr. Jackson stated that the Catfish Festival should ask for more funding next fiscal year.

**Commissioner Sessions moved to approve Tourist Development Council recommendations as submitted. Commissioner Fleming seconded, and the motion carried unanimously.**

**The eleventh item on the agenda** was to authorize purchasing a utility bed pickup truck for Solid Waste. Budget impact: funded by Solid Waste Grant.

Commissioner Richardson had questions regarding the source of the grant funding. County Administrator Harris replied that it was from a grant that the County received every year.

Commissioner Richardson asked about the need for the pickup truck. County Administrator Harris replied that the County had approved another worker for Solid Waste at a recent meeting, and the vehicle would be used for that position.

**Commissioner Fleming moved to purchasing a utility bed pickup truck for Solid Waste. Budget impact: funded by Solid Waste Grant. Commissioner Richardson seconded, and the motion carried unanimously.**

**CONSTITUTIONAL OFFICERS' ITEMS:**

**The fourteenth item on the agenda** was for Barry A. Baker, Clerk of Court, to discuss the following items:

- A. Consider request to set proposed not to exceed millage rate for the 2017-2018 Fiscal Year.**

Clerk Baker stated that it was time for the Board to set the proposed millage rate for Fiscal Year 2017-2018. He noted that the rolled-back rate was 9.0691 mils and then explained the millage rate process, noting that once set, the millage rate could be lowered, but not raised.

County Administrator Harris discussed the rate of inflation for expenses compared to the rolled-back rate.

July 6, 2017  
Regular Board Meeting  
Judicial Annex Building  
Live Oak, Florida

Commissioner Richardson understood the inflation rate but believed that the County could find money elsewhere to compensate.

**Commissioner Richardson moved to set the proposed millage rate for Fiscal Year 2017-2018 at 9.0000 mils. Chairman Gamble passed the gavel to Vice-Chairman Fleming and seconded the motion. The motion carried unanimously.**

Vice-Chairman Fleming returned the gavel to Chairman Gamble.

**B. Set date, time, and location of Tentative and Final Budget Hearings.**

Clerk Baker stated that the timeline for budget hearings was tight due to Department of Revenue requirements, as well as the School Board's final budget hearing. He recommended holding the tentative budget hearing on Thursday, September 7 at 5:30 p.m. at the Judicial Annex and the final budget hearing on Tuesday, September 19 at 5:30 p.m., also at the Judicial Annex.

**Commissioner Hale moved to hold the tentative budget hearing for Fiscal Year 2017-2018 on Thursday, September 7 at 5:30 p.m. at the Judicial Annex and the final budget hearing on Tuesday, September 19 at 5:30 p.m., also at the Judicial Annex. Commissioner Sessions seconded, and the motion carried unanimously.**

**COMMISSIONERS' ITEMS:**

There were none.

**COUNTY ATTORNEY ITEMS:**

There were none.

**STAFF REPORTS:**

**The fifteenth item on the agenda** was Staff Reports.

Ms. Katherine Allen, Extension Office Director, discussed various programs being held by the Extension Office during the summer. She also introduced a new employee, Kim Griffin, who would be dealing with Family and Consumer Sciences.

Ms. Griffin discussed her upbringing in Columbia County, and her college and business experience in the State of Florida, which would help her in dealing with the challenges found in Suwannee County.

**GENERAL BUSINESS:**

**The sixteenth item on the agenda** was to discuss, with possible Board action, a Mutual Assistance Agreement with Columbia County.

James Sommers, Public Safety Director, stated that the call loads for the coverage areas under an automatic aid agreement would not be fair to Suwannee County, and recommended the proposed upon-request Mutual Assistance Agreement instead.

Commissioner Sessions asked if there was a distance limit within the agreement. Chief Sommers stated that it depended upon the counties, but suggested a 50% reach into the neighboring county.

Commissioner Sessions discussed problems with setting distance limits to make it fair to Suwannee County.

July 6, 2017  
Regular Board Meeting  
Judicial Annex Building  
Live Oak, Florida

Chief Sommers agreed with Commissioner Sessions' comments, noting that because Suwannee County's Fire Rescue staff was dual-certified, responding to one fire call would also keep an EMS unit busy.

Commissioner Richardson asked if the proposed agreement would include EMS. Chief Sommers replied that it would not include EMS, as that was a separate entity in Columbia County. He added that Suwannee County had an ongoing agreement with Century Ambulance Services.

Discussion ensued on basic life support (BLS) and advanced life support (ALS) services provided locally.

**Commissioner Fleming moved to approve a Mutual Assistance Agreement with Columbia County. Commissioner Sessions seconded, and the motion carried unanimously. (Agreement No. 2017-68)**

**The seventeenth item on the agenda** was to discuss, with possible Board action, an agreement with Klausner and Matco regarding construction and operation of a railroad spur at the Catalyst Site (if available).

County Administrator Harris stated that the County was still working on the agreements.

**The eighteenth item on the agenda** was Additional Agenda Items.

There was one additional agenda item:

**The first additional item on the agenda** was to approve the first amendment to the General Administration Contract between Suwannee County and Fred Fox Enterprises, Inc.

County Administrator Harris stated that the amendment would change language in the agreement based upon modified requirements on the State level.

July 6, 2017  
Regular Board Meeting  
Judicial Annex Building  
Live Oak, Florida

**Commissioner Richardson moved to approve the first amendment to the General Administration Contract between Suwannee County and Fred Fox Enterprises, Inc. Commissioner Hale seconded, and the motion carried unanimously. (Agreement No. 2016-128-01)**

**The nineteenth item on the agenda** was public concerns and comments. (Filling out of Comment Card required, and forwarded to the Chairman or County Administrator. Individual speakers from the audience would be allowed three (3) minutes and a single representative or spokesperson would be allowed seven (7) minutes to speak following recognition by the Chairman and must speak from the podium – one (1) trip to podium).

Mr. Bo Hancock, 6135 Wiggins Road, Live Oak, discussed 29<sup>th</sup> Road bids that would be received before the next agenda item. He asked about a caution light on State Road 49 and County Road 136, and resurfacing of CR 136 from CR 417 to the County line. Jimmy Pittman from DOT stated that the caution light work was in progress, but that the CR 136 project had come in over budget.

County Administrator Harris discussed the Department of Transportation's decision to fund less projects per year due to higher estimates. He discussed shifting funds from one project that came in under budget to another that went over budget, but the Department of Transportation would not allow it.

Mr. Hancock asked about the development of the CR 136 and Interstate-75 interchange. County Administrator Harris replied that development was in progress, with some funding already set aside. The County was proceeding with further applications that would hopefully allow a water treatment plant in the vicinity.

Mr. Hancock asked about lighting at the US 129 and Interstate-10 interchange. County Administrator Harris replied that there was work being performed in the area and he believed it had to do with the new lighting.

Mr. Hancock asked about the current limerock mine leased by the County. County Administrator Harris replied that things were no different at this point, but there had been exhaustive discussions with the current mine owners in the past and they would need to be continued in the near future.

Commissioner Sessions suggested that the County should hold off working on CR 136 leading into Live Oak until the City had redone its sewer and water systems, to avoid tearing up recently-paved asphalt.

Discussion ensued on continued work upon CR 136 and the need for City improvements before the County reconstructed any roads within the city limits.

Commissioner Fleming agreed about work within the city limits, but noted that there was other safety-related work that needed to be done outside the city limits as well.

**The twentieth item on the agenda** was Administrator's comments and information.

County Administrator Harris discussed a number of new sinkholes at the Catalyst Site whose repairs would be budgeted in the upcoming fiscal year.

Commissioner Richardson asked if Suwannee River Water Management studied the sinkholes or would fix them. County Administrator Harris discussed previous work by Water Management on sinkholes and rapid recharge locations.

County Administrator Harris discussed the County's lack of funding for the repair of bridges, which had historically been funded by the State. However, the Department of

July 6, 2017  
Regular Board Meeting  
Judicial Annex Building  
Live Oak, Florida

Transportation had a reduced amount of funding compared to previous years, which may mean that some bridges would need to be closed temporarily, especially if the Federal Government mandated that the County pay for repairs.

**The twenty-first item on the agenda** was Board Members' inquiries, requests, and comments.

Commissioner Hale had nothing to discuss.

Commissioner Sessions thanked Dr. Jackson for his work with the Department of Economic Development, including a recent meeting held to discuss Suwannee County's needs.

Commissioner Richardson had nothing to discuss.

Commissioner Fleming recommended work on CR 417 and CR 136 up to the Live Oak city limits as well.

Chairman Gamble stated that he had a good 4<sup>th</sup> of July and thanked the Town of Branford for their holiday festivities.

**The twenty-second item on the agenda** was Informational Items.

There were none.

**Commissioner Sessions moved to adjourn the meeting. Commissioner Hale seconded, and the motion carried unanimously.**

There being no further business to discuss, the meeting adjourned at 7:17 p.m.

ATTEST:

\_\_\_\_\_, DC  
BARRY A. BAKER  
CLERK OF THE CIRCUIT COURT

\_\_\_\_\_  
RICKY GAMBLE, CHAIRMAN  
SUWANNEE COUNTY BOARD OF  
OF COUNTY COMMISSIONERS