

October 3, 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 Commissioner Fleming 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 September 26, 2017 Final Budget Hearing and the September 26, 2017 Regular Board Meeting.

Commissioner Hale moved to approve the minutes of the September 26, 2017 Final Budget Hearing and the September 26, 2017 Regular Board Meeting as written. Commissioner Richardson seconded, and the motion carried unanimously.

CONSENT:

Chairman Gamble noted that consent agenda item three would be pulled for discussion.

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

SUWANNEE COUNTY BOARD OF COUNTY COMMISSIONERS

WARRANTS ISSUED REPORT

10/3/2017

FUND	
001	GENERAL REVENUE \$ 1,226,415.45
116	FINE & FORFEITURE \$ 1,112,929.68
117	911 ADDRESSING FUND \$ 3,538.50
118	STATE ATTORNEY'S OFFICE \$ 19,900.21
119	BUILDING DEPARTMENT \$ 12,323.21
122	FIRE PROTECTION FUND \$ 33,009.35
128	EMERGENCY MGT FUND \$ 14,622.90
131	TOURIST PROMOTION \$ 7,612.13
140	ROAD & BRIDGE \$ 434,081.03
171	LIBRARY \$ 65,067.37
172	RECREATION \$ 32,943.11
402	SOLID WASTE COLLECTION \$ 95,033.66
403	SOLID WASTE DISPOSAL \$ 62,721.04
404	WATER PLANT \$ 180.00
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	\$ 3,120,377.64

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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 10/3/17

<u>Vendor</u>	<u>Date</u>	<u>Check No.</u>	<u>Amount</u>	<u>Description</u>
Jim Hinton Oil	9/29/2017	178589	\$ 47,207.36	Fuel
Waste Management	9/29/2017	178625	\$ 41,647.12	Waste Hauling
Digitech Computer, Inc.	9/29/2017	178665	\$ 48,177.33	August and September billings
Prevatt Law Firm, PA	9/29/2017	178671	\$ 17,737.50	Legal fees
Humana Dental Insurance	9/29/2017	178675	\$ 23,115.11	July - September Dental bills
Ketchum, Wood & Burgert	9/29/2017	178678	\$ 13,578.80	Medical Examiner Fees
Florida Municipal Insurance	10/2/2017	178713	\$ 245,755.50	1st quarter Workers comp/ Insurance/bonds
Capital City Bank	10/2/2017	178714	\$ 129,918.94	1st quarter Loan Payment 2018 budget year
BW Helvenston	10/2/2017	178715	\$ 10,000.00	Agent fees/workers comp/Insurance/bonds
Honorable Greg Godwin	10/2/2017	178720	\$ 24,275.55	1st quarter Courts Administration funding
Deere Credit, Inc.	10/2/2017	178722	\$ 89,628.00	grader lease
First Federal Bank	10/2/2017	178726	\$ 84,060.82	6 month loan payment 2018
			<u>775,102.03</u>	

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

This item was pulled from the consent agenda for further discussion.

The fourth item on the agenda was to authorize ordering two (2) ambulances, included in the budget. **(Agreement No. 2018-01 and Resolution No. 2018-01)**

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The fifth item on the agenda was to approve a Subordination Agreement for Tommy and Faith Brett, State Housing Initiatives Partnership (SHIP) program clients. (**Agreement No. 2018-02**)

Commissioner Richardson moved to approve Consent Agenda Items 2, 4, and 5. Commissioner Fleming seconded, and the motion carried unanimously.

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

Commissioner Sessions asked Dr. Alvin Jackson, Economic Development Director/Tourist Development Director, to discuss the media expenses for Do Good Media and BlackDog Advertising. Dr. Jackson replied in detail that BlackDog Advertising would be doing the TDC's branding, logo, and website after a lengthy discussion by the TDC to develop a strategic plan and improve marketing for Suwannee County. Dr. Jackson added that Do Good Media would be creating and editing videos for the TDC to post to social media sites.

Chairman Gamble noted that the TDC had postponed making a decision on the website and branding until a TDC Marketing Director was hired, which had been accomplished the previous week. The TDC was not ready to move forward.

Discussion ensued on the Marketing Director position and BlackDog Advertising.

Chairman Gamble noted that BlackDog Advertising had offered to provide video services, but the expense was far more than hiring someone locally.

Commissioner Richardson asked for clarification on the final price. Dr. Jackson replied that it would be \$57,000.

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Commissioner Fleming moved to approve Tourist Development Council recommendations. Commissioner Richardson seconded, and the motion carried unanimously.

Commissioner Richardson asked about Do Good Media. Chairman Gamble replied that they would be providing video services to the TDC, and its approval had been included in the approval of the agenda item.

PROCLAMATIONS AND PRESENTATIONS:

The sixth item on the agenda was to adopt a resolution proclaiming the month of October, 2017 “Florida Native Plant Month”.

Ms. Jenny Welch of Old Town read the proposed resolution into the record.

After questioning by Chairman Gamble, it was noted that there were 53 members of the local chapter of the Florida Native Plant Society, with more than 3,000 members statewide.

Commissioner Sessions moved to adopt a resolution proclaiming the month of October, 2017 “Florida Native Plant Month”. Commissioner Hale seconded, and the motion carried unanimously. (Resolution No. 2018-02)

COMMISSIONERS’ ITEMS:

There were none.

COUNTY ATTORNEY ITEMS:

There were none.

STAFF REPORTS:

The seventh item on the agenda was Staff Reports.

County Administrator Harris discussed upcoming projects for the new fiscal year, including a new sewer plant at Interstate I-75 and CR 136, Catalyst Site road and railroad improvements at US 90, renovations to the Mizell's Building, Douglass Center restroom construction, the Wellborn solid waste collection site, and chip seal work. He briefly discussed renovations to the Douglass Center restrooms, which was an additional agenda item.

Commissioner Richardson asked how long it would take for the County to fully recover from Hurricane Irma. County Administrator Harris replied that it would take another month to fully recuperate, but hoped that normal road maintenance would resume next week.

GENERAL BUSINESS:

The eighth item on the agenda was to discuss, with possible Board action, a policy which allows for an automatic extension of a Declaration of Emergency without additional meetings as determined by the Chairman, Vice-Chairman, or County Administrator.

County Administrator Randy Harris noted that declarations of emergency often had to be extended and it was often difficult to have a sufficient number of commissioners available to vote upon the extension. He recommended the policy change allowing the chairman or other authorized individuals to extend the declaration.

Chairman Gamble recommended the policy changes, noting recent events during Hurricane Irma which had made it difficult to have a quorum of the Board.

The Board reached a consensus to allow the County Attorney and County Administrator to work on a policy which allowed for an automatic extension of a Declaration of Emergency without additional meetings as determined by the Chairman, Vice-Chairman, or County Administrator.

The ninth item on the agenda was to discuss, with possible Board action, purchase of a knuckle boom truck, included in the budget.

County Administrator Harris stated that he would withdraw the item for discussion at a later date, as he was still awaiting a total cost for a machine. However, he discussed upcoming changes to the solid waste collection sites and the need for a 40-yard knuckle boom truck. County Administrator Harris discussed the usual process of purchasing the trucks and discussed recent events that had caused a need for a replacement vehicle.

The tenth item on the agenda was Additional Agenda Items.

There were three:

The first additional agenda item was to approve advertising a Request For Proposals for restroom construction at the Douglass Center.

County Administrator Harris stated that in April of 2017, the Board had authorized construction of restrooms at the rear of the Douglass Center gym, possibly using inmate labor. He stated that staff did not have the time to oversee such a project, but a contractor could perform the work with minimal intrusion into staff duties.

Commissioner Fleming moved to approve advertising a Request For Proposals for restroom construction at the Douglass Center. After discussion about the specifics of the work, Commissioner Hale seconded. After a discussion on the estimated cost of the project

and that the County was not obligated to accept the bids if they were too high, the motion carried unanimously.

The second additional agenda item was a request for approval of a waiver of the local match associated with disaster assistance.

Commissioner Richardson moved to approve a waiver of the local match associated with disaster assistance. Commissioner Fleming seconded, and the motion carried unanimously.

The third additional agenda item was to discuss, with possible Board action, an agreement with Branford regarding the loan of a storage container.

Chairman Gamble noted that the Town of Branford had received many supplies as a result of Hurricane Irma and were asking for the use of a storage container to store them.

County Administrator Harris stated that the containers cost a couple of thousand dollars each, plus approximately \$500 to move them one-way. He recommended that the County simply give the Town of Branford a storage container.

Discussion ensued on the storage containers, noting that most had been modified with walls and doors for use by the Clerk's Office for records storage before the State Attorney's Office was completed and were thus fully enclosed.

County Attorney Prevatt suggested that the County surplus a container to Branford.

Commissioner Richardson moved to surplus a storage container unit to the Town of Branford. Commissioner Fleming seconded, and the motion carried unanimously.

The eleventh item on the agenda was public concerns and comments. (Filling out of Comment Card required, and forwarded to the Chairman or County Administrator. Individual

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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).

There were none.

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

County Administrator Harris stated that power poles would be installed at the collection sites for outside lights in the upcoming weeks. He noted that the change of days and hours, along with locking the collection sites when not in use, had reduced issues at the sites.

The thirteenth item on the agenda was Board Members' inquiries, requests, and comments.

There were none.

The fourteenth item on the agenda was informational items.

Commissioner Sessions noted that Chief James Sommers' father had passed away.

Chairman Gamble notified the Board, per County policy, of an emergency purchase for culvert materials of approximately \$20,000 for 27th Avenue in the northeast part of the County.

Commissioner Richardson moved to adjourn the meeting. Commissioner Fleming seconded, and the motion carried unanimously.

There being no further business to discuss, the meeting adjourned at 6:40 p.m.

ATTEST:

_____, DC
BARRY A. BAKER
CLERK OF THE CIRCUIT COURT

RICKY GAMBLE, CHAIRMAN
SUWANNEE COUNTY BOARD OF
OF COUNTY COMMISSIONERS