

January 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. Barry A. Baker, Clerk of Court; Ken Williams, Chief Deputy Clerk of Finance; Eric Musgrove, Deputy Clerk; 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 Deputy Clerk Musgrove to lead the invocation and the Pledge of Allegiance to the Flag of the United States of America.

Chairman Gamble stated that he had met with the Clerk's IT staff as well as County Office staff to have agenda packets posted online the week before meetings so that the public had a chance to review the information. He thanked the Clerk's Office and County Staff for their work in getting it done in a timely manner, and hoped to continue the public service.

APPROVAL OF MINUTES:

The first item on the agenda was to approve the minutes of the December 20, 2016 Regular Board Meeting.

Commissioner Fleming moved to approve the minutes of the December 20, 2016 Regular Board Meeting as written. Commissioner Hale seconded, and the motion carried unanimously.

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CONSENT:

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

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

1/3/2017

FUND		AMOUNT
001	GENERAL FUND	\$ 1,381,548.86
112	RESERVE-CAPTIAL PROJECTS	
116	FINE AND FORFEITURE	\$ 967,615.11
117	911 ADDRESSING FUND	\$ 2,672.90
118	STATE ATTORNEYS OFFICE	\$ 3,647.55
119	MUNICIPAL SERVICES FUND	\$ 8,182.70
120	LAW ENFORCEMENT	
121	NARCOTICS CONTROL	
122	FIRE PROTECTION FUND	\$ 14,649.10
126	EMS GRANT FUND	
128	EMERGENCY MANAGEMENT	\$ 6,015.66
129	LAW EDUCATION	\$ 2,412.00
131	TOURIST DEVELOPMENT	\$ 1,500.00
140	ROAD AND BRIDGE	\$ 312,206.41
145	ROAD AND BRIDGE CONST. & PAVING	
171	LIBRARY FUND	\$ 82,300.60
172	RECREATION FUND	\$ 33,396.85
181	LOCAL HOUSING ASSISTANCE PROGRAM	\$ 12,000.00
251	RENOVATIONS / DEBT SERVICE	
301	VOTING EQUIPMENT FUND	
351	RENOVATIONS / CONSTRUCTION	
402	SOLID WASTE COLLECTION	\$ 92,296.41
403	SOLID WASTE DISPOSAL	\$ 56,433.85
404	SUW CTY WATER PLANT	\$ 375.00
	GRAND TOTAL	\$ 2,977,253.00

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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 01/03/17

<u>Vendor</u>	<u>Date</u>	<u>Check No.</u>	<u>Amount</u>	<u>Description</u>
Stewart Title	12/21/2016	174114	\$12,000.00	SHIP down pay and closing
Anderson Columbia	12/29/2016	174122	\$126,683.31	169th Cat Connect #1 / final
Metal Culverts	12/29/2016	174140	\$13,503.62	Culverts
Waste Management	12/29/2016	174170	\$37,731.91	Waste disposal
Music Construction	12/29/2016	174174	\$486,790.49	Perimeter Road #3
Capital City Bank	12/29/2016	174179	\$129,943.22	Loan payment
McInnis Services	12/29/2016	174210	\$23,346.15	State Atty building #7
Florida Combined Life	12/29/2016	174212	\$11,321.43	Employee life insurance
Digitech Computer	12/29/2016	174215	\$12,114.78	EMS medical billing
Dewberry Engineers	12/29/2016	174241	\$24,245.92	CEI services Haines/240th/65th/180th

The third item on the agenda was to approve appointments to the Suwannee County Development Authority Board.

The fourth item on the agenda was to approve a Change Order with Music Construction, Inc. for work associated with Perimeter Road construction. Budget impact: there is no increase or decrease in cost of project. (**Agreement No. 2016-92-1**)

The fifth item on the agenda was to approve a Subterranean Termite Control and Limited Warranty Contract with Live Oak Pest Control in the amount of \$85.00 annually for the Courthouse Annex. Budgeted Item. (**Agreement No. 2017-23**)

The sixth item on the agenda was to approve an annual extension of contract with North Florida Professional Services, Inc. for engineering services. (**See Agreement No. 2014-17**)

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The seventh item on the agenda was to approve an annual extension of contract with Dewberry Engineering, Inc./Preble-Rish for engineering services. **(See Agreement No. 2016-99)**

The eighth item on the agenda was to approve a Certificate of Acceptance and distribution of Subgrant Award for an FDLE Justice Assistance Grant in the amount of \$39,979.00 for the Suwannee County Drug Task Force for the Sheriff's Office. **(Agreement No. 2017-24)**

The ninth item on the agenda was to authorize the purchase of a used enclosed trailer in the amount of \$9,000.00, to complete County Awards EMS grant for a Mobile Station/Command Center. Budget impact: funded from EMS grant.

The tenth item on the agenda was to authorize utilizing the Suwannee County Courthouse for filming in a courtroom of the feature film entitled Hurricane Aaron by Country Road Films, LLC.

This item was pulled for discussion.

Commissioner Sessions moved to approve Consent Agenda Items 2 through 9. Commissioner Richardson seconded, and the motion carried unanimously.

The tenth item on the agenda was to authorize utilizing the Suwannee County Courthouse for filming in a courtroom of the feature film entitled Hurricane Aaron by Country Road Films, LLC.

Chairman Gamble stated that he had pulled the item from the consent agenda because the filmmakers wished to also use a jail cell and a Courtroom, and he wanted approval contingent upon the approval of the County Attorney, Sheriff, Judges, and that insurance requirements were met.

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Commissioner Fleming moved to authorize utilizing the Suwannee County Courthouse for filming in a courtroom of the feature film entitled Hurricane Aaron by Country Road Films, LLC, contingent upon approval by the County Attorney, Sheriff, Judges, and that insurance requirements were met. Commissioner Hale seconded, and the motion carried unanimously.

Chairman Gamble moved to Staff Reports, adding that he would be having one Staff report each meeting instead of everyone speaking in one meeting once a quarter. However, if another department head wished to speak, he would allow them to do so as well.

STAFF REPORTS:

The eleventh item on the agenda was Staff Reports.

Ms. Katherine Allen, Extension Office Director, discussed clarification for rollover of funding from the last fiscal year that had been discussed during budget hearings. She asked for a vote or some sort of official authorization from the Board approving the rollover. She stated that the 4-H youth had already raised some \$2,500 to attend the National Meat Judging Competition, and rollover funds would be used to cover the rest of the expenses.

By consensus, the Board approved the rollover of funds from the previous fiscal year for the Extension Office to use for the National Meat Judging Competition.

Ms. Allen discussed a new employee on her staff and the loss of Brian Estevez, who had accepted a position in Escambia County and would be leaving after February. Furthermore, Kathy Rogers on the Extension staff would be retiring in the near future as well.

Chairman Gamble asked if any other department heads wished to speak.

Mr. Greg Scott, Parks and Recreation Director/Airport Manager, updated the Board on a \$1 million Special Needs Activity grant that the County and City had received as well as a high ranking on Rodeo Arena improvements at the Coliseum.

COMMISSIONERS' ITEMS:

There were none.

COUNTY ATTORNEY ITEMS:

There were none.

GENERAL BUSINESS:

The twelfth item on the agenda was to discuss, with possible Board action, a Rural Economic Development loan application for the Dowling Park Library.

Chairman Gamble stated that Suwannee Valley Electric Cooperative had come before the Board some time ago offering an interest-free revolving loan to the County for use for the Dowling Park Library. The loan was a backup in case donations for the Library had not come in as anticipated, but most of the donations had already been received. The loan would allow SVEC to help the County, and if the County did not use the funds, then other governmental entities could make use of it.

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Commissioner Fleming asked how long the loan could be used. Chairman Gamble replied that his understanding was that as long as the grant was in use, it could be continued. He added that SVEC had invested some \$60,000 in matching funds for the program.

Discussion ensued on potential uses for the loan, and it was determined that the initial loan was for the Dowling Park Library. However, after the Library was paid off, other potential uses could be found.

After questioning by Commissioner Richardson, Chairman Gamble replied that the County could use the funds interest-free, and other entities could use the loan at a low interest rate.

Further discussion ensued on the loan.

Commissioner Sessions moved to approve a Rural Economic Development loan application for the Dowling Park Library. Commissioner Fleming seconded, and the motion carried unanimously. (Agreement No. 2017-25)

The thirteenth item on the agenda was to discuss, with possible Board action, consideration of Small County Coalition Legislative Priorities (and any additional priorities the Commission wishes to include) for presentation to the Legislation Delegation.

County Administrator Harris described the process of setting priorities and stated that a list had been provided to the Board in their agenda packets. He suggested that the Board add to the list a sewage treatment facility at the interchange of County Road 136 and Interstate-75.

Commissioner Sessions suggested that a water treatment plant for the CR-136/I-75 interchange be added to the list in conjunction with the sewage treatment plant.

County Administrator Harris stated that a water treatment plant had been discussed, but there was virtually no chance of both projects being funded. He added that the current users at the

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interchange already had private well systems that would suffice until additional businesses moved into the area.

Commissioner Fleming moved to adopt the Small County Coalition Legislative Priorities list, with the addition of requests for a sewage treatment plant and water treatment plant at the County Road 136/Interstate-75 interchange, for presentation to the Legislation Delegation. Commissioner Richardson seconded, and the motion carried unanimously.

County Administrator Harris reminded the Board and public that the Legislative meeting would be held the next day at Live Oak City Hall.

The fourteenth item on the agenda was to set the date, time, and location of a workshop to discuss solid waste collection site services and handling of materials.

Chairman Gamble clarified that he wished to discuss the budget impact of proposed compactors and plans for the upcoming year, and wanted the Board's input on topics.

County Administrator Harris stated that there were two dates already available for the meeting, February 9 or February 16, but suggested that the meeting be held at as late a date as possible because of work being done to complete the State Attorney's Office.

Discussion ensued on potential dates for a workshop.

The Board agreed to hold a solid waste collection site services workshop in early March, with the specific date to be determined later.

The fifteenth item on the agenda was to discuss, with possible Board action, any items related to the State Attorney's Office (if necessary).

County Administrator Harris stated that he had no items at this time, but there were additional items that would crop up with the impending completion of the State Attorney's Office.

He mentioned the possibility of having a short special meeting after next week's bid opening for electrical work because of the emergency nature of its impact on the parking lot for the State Attorney's Office. County Administrator Harris stated that the County was now under a time limit to move the State Attorney's staff as soon as possible.

After questioning by Commissioner Fleming, County Administrator Harris replied that substantial completion of the State Attorney's Office should be done by the end of January, with minor items to be completed after that.

Discussion ensued on exterior lighting for the parking lot and other possible issues.

Chairman Gamble asked if any commissioners would be unable to attend a special-called meeting to be held when electrical bids were opened on January 10 at 10 a.m. All commissioners stated that they could attend.

Chairman Gamble directed County Administrator Harris to make the necessary arrangements for a special-called meeting.

The sixteenth item on the agenda was Additional Agenda Items.

There were no items.

The seventeenth item on the agenda was public concerns and comments. (Filling out of Comment Card requested, and forwarded to 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).

There were none.

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

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County Administrator Harris had nothing to discuss.

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

Commissioner Richardson had nothing to discuss.

Commissioner Fleming announced a Dr. Martin Luther King, Jr. parade and Battle of the Bands to be held over the next two weeks. He also discussed leaks with the Sheriff's Criminal Division Building that had been brought to the attention of the County by the new Sheriff, Sam St. John. Commissioner Fleming would be visiting the building.

Commissioner Hale had nothing to discuss.

Commissioner Sessions was glad that a workshop would be held to discuss solid waste facilities.

Chairman Gamble had nothing to discuss.

The twentieth item on the agenda was informational items.

There were none.

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

There being no further business to discuss, the meeting adjourned at 6:41 p.m.

ATTEST:

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

RICKY GAMBLE, CHAIRMAN
SUWANNEE COUNTY BOARD OF
OF COUNTY COMMISSIONERS