

May 2, 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. Chief Deputy Clerk Ken Williams; 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 April 18, 2017 Regular Board Meeting.

**Commissioner Sessions moved to approve the minutes of the April 18, 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.

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

5/2/2017

<b>FUND</b>		<b>AMOUNT</b>
001	GENERAL FUND	\$ 934,104.30
112	RESERVE-CAPTIAL PROJECTS	
116	FINE AND FORFEITURE	\$ 53,196.74
117	911 ADDRESSING FUND	\$ 3,215.62
118	STATE ATTORNEYS OFFICE	\$ 1,454.39
119	MUNICIPAL SERVICES FUND	\$ 36,599.45
120	LAW ENFORCEMENT	
121	NARCOTICS CONTROL	
122	FIRE PROTECTION FUND	\$ 101,264.75
126	EMS GRANT FUND	
128	EMERGENCY MANAGEMENT	\$ 6,361.54
129	LAW EDUCATION	
131	TOURIST DEVELOPMENT	\$ 18,078.87
140	ROAD AND BRIDGE	\$ 1,125,117.13
145	ROAD AND BRIDGE CONST. & PAVING	
171	LIBRARY FUND	\$ 115,842.65
172	RECREATION FUND	\$ 51,461.84
181	LOCAL HOUSING ASSISTANCE PROGRAM	
251	RENOVATIONS / DEBT SERVICE	
301	VOTING EQUIPMENT FUND	
351	RENOVATIONS / CONSTRUCTION	
402	SOLID WASTE COLLECTION	\$ 146,738.22
403	SOLID WASTE DISPOSAL	\$ 51,995.94
404	SUW CTY WATER PLANT	
	<b>GRAND TOTAL</b>	<b>\$ 2,645,431.44</b>

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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 05/02/17*

<u>Vendor</u>	<u>Date</u>	<u>Check No.</u>	<u>Amount</u>	<u>Description</u>
Wayne Frier Home Centers	4/20/2017	175928	\$87,949.70	Mcalpin Fire Station
Anderson Columbia	4/27/2017	175952	\$753,822.88	CR 252 extension / 152nd-225th / #1
Dell Marketing	4/27/2017	175971	\$10,932.24	Computers/laptops for D.P. Library
Jim Hinton Oil	4/27/2017	175978	\$20,077.90	Fuel
Tom Nehl Truck Co	4/27/2017	176012	\$10,672.07	Repair and parts
Darabi and Associates	4/27/2017	176027	\$24,166.45	Consulting engineering services
Waste Management	4/27/2017	176036	\$39,229.87	Waste disposal
Spirit of the Suwannee Park	4/27/2017	176037	\$12,100.00	Hulaween grant
Alan Jay Chevrolet	4/27/2017	176077	\$26,954.23	2017 Chevy for Building Dept
North Fl Drilling Service	4/27/2017	176090	\$13,636.00	100 blast holes
Austin Powder	4/27/2017	176094	\$28,469.80	100 blast holes / 48 feet deep
Digitech Computer	4/27/2017	176108	\$17,535.93	EMS billing
Shands UF	4/27/2017	176112	\$15,376.67	Indigent hospital
Dewberry Engineers	4/27/2017	176135	\$15,786.25	Construction engineering & inspection / CR 252
Fred Fox Enterprises	4/27/2017	176137	\$13,125.00	CDBG/ Jan-Mar
AECOM Technical Services	4/27/2017	176138	\$10,308.45	Professional services / jet fuel system--#18 /drainage and apron--#15
Curvature	4/27/2017	176144	\$13,970.00	Cisco Smartnet Firepower, IPS & URL
Asphalt Paving Systems	4/27/2017	176151	\$125,342.50	Chip seal / 73rd, 45th,37th,72nd
			<u>\$1,239,455.94</u>	

**The third item on the agenda** was to approve a Subordination Agreement with Amber P. Williams, SHIP client. (Agreement No. 2017-45)

**The fourth item on the agenda** was to approve a Subterranean Termite Control Contract & Limited Warranty with Live Oak Pest Control, Inc. for EMS #2 McAlpin Fire Department. (Agreement No. 2017-46)

**The fifth item on the agenda** was to authorize bidding construction of 29<sup>th</sup> Road.

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

**The seventh item on the agenda** was to approve a Change Order for modification of the automatic gate for the secure parking lot at the State Attorney's Office. (**Agreement No. 2017-26-01**)

**The eighth item on the agenda** was to approve leasing five (5) replacement dump trucks, utilizing a piggyback contract off of Madison County bid # 2016-09. Budgeted item. (**Agreement No. 2017-47**)

**The ninth item on the agenda** was to approve leasing four (4) replacement mowing tractors from Ring Power, utilizing Florida Sheriff's contract # FSA 16.0 VEH 14.0. Budgeted item. (**Agreement No. 2017-48**)

**The tenth item on the agenda** was to approve leasing six (6) replacement tree trimming tractors from Ring Power, utilizing Florida Sheriff's contract # FSA 16.0 VEH 14.0. Budgeted item. (**Agreement No. 2017-49**)

**The eleventh item on the agenda** was to approve leasing six (6) replacement motorgraders from Beard Equipment Company, utilizing Florida Sheriff's contract # FSA 16.0 VEH 14.0. Budgeted item. (**Agreement No. 2017-50**)

**The twelfth item on the agenda** was to approve leasing one (1) front end loader from Beard Equipment Company, utilizing Florida Sheriff's contract # 16.0 VEH 14.0. Budgeted item. (**Agreement No. 2017-51**)

**The thirteenth item on the agenda** was to authorize adding two (2) positions in the Road Department, one (1) additional Inmate Crew Leader and one (1) Truck Driver. Budget Impact: funded from Road Department budget.

**Commissioner Fleming moved to approve Consent Agenda Items 2-13. Commissioner Hale seconded, and the motion carried unanimously.**

**PROCLAMATIONS AND PRESENTATIONS:**

**The fourteenth item on the agenda** was a presentation on the historical significance of the Douglass Center.

Robert Ford, Douglas Center Alumni Association President, 8896 135<sup>th</sup> Loop, Live Oak, submitted an informational packet and discussed the historical significance of the Douglass Center. Mr. Ford noted the three times that the Board of County Commissioners had attempted to receive funding from the State for historical renovations to the Douglass Center, all of which had been denied. He suggested that the name of the entity may have something to do with the denials, as the applications were listed for the Douglass High School instead of the Douglass Center, which encompassed much more than a high school. Mr. Ford suggested that the County hire a grant writer for historical grants.

Chairman Gamble appreciated the work that Mr. Ford and the Douglass Center Alumni Association had done on the history of the Douglass Center and African-American education.

Commissioner Fleming discussed some plumbing work that had been done at the Douglass Center, and wanted it to be clear that it be done per the County's requirements and supervision.

**Commissioner Fleming moved to reimburse the Douglass Center Alumni Association up to \$400 for supplies purchased for work on the men's restrooms at the Douglass Center Gym. Commissioner Sessions seconded.** County Attorney Prevatt questioned the legality of the Alumni Association working on County-owned property without getting permits or being supervised by County staff. He stressed caution in reimbursing the Alumni Association without adequate supervision and meeting County requirements. Commissioner Richardson asked the source of the \$400 payment. Commissioner Fleming replied that the funding would come from Douglass Center monies. **The motion carried unanimously.**

**TIME SPECIFIC ITEMS:**

**The fifteenth item on the agenda** was at 6:10 p.m., or as soon thereafter as the matter could be heard, to hear a presentation of the Florida Department of Transportation's County Work Program Priorities.

Barney Bennette and Bill Henderson, Florida Department of Transportation, submitted handouts regarding roadwork and then discussed changes to State road classifications that would allow a better determination of speed limits, road widths, and other related issues.

County Administrator Harris asked if the changes to DOT's grant funding would reduce the number of projects that Suwannee County could submit. Mr. Bennette replied that each county could only submit three projects, instead of the eight that the county had been able to submit in past years.

Mr. Henderson discussed some of the various projects slated for Suwannee County, including replacement of the CR 250 Bridge at Dowling Park, the 180<sup>th</sup> Street Bridge, and the 164<sup>th</sup> Street Bridge.

Commissioner Fleming asked about lighting updates. Mr. Henderson replied that the lighting from the Live Oak city limits to the I-10/US-129 Interchange would be bid out this month.

Mr. Henderson stated that the Dowling Park Bridge would require additional land acquisition in order to build just south of the current bridge, allowing use of the current bridge until the new one was completed.

County Administrator Harris asked about funding to widen CR 49. Mr. Henderson and Mr. Bennette did not have answers to the question at the time, but would research the issue.

County Administrator Harris asked about the historical nature of the 164<sup>th</sup> Street Bridge and how that would affect the final cost, suggesting that he be contacted when DOT was closer to bidding out the project.

Chairman Gamble thanked DOT for the work they did in Suwannee County over the years.

Mr. Jim Ward, 2747 29<sup>th</sup> Place, Branford, thanked the DOT for their work in Branford at CR 49 and US 129, then noted some work that still needed to be done.

**COMMISSIONERS' ITEMS:**

There were none.

**COUNTY ATTORNEY ITEMS:**

There were none.

**STAFF REPORTS:**

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

Dr. Alvin Jackson, Economic Development Director, discussed several economic projects that were either underway or in the planning stage. He noted infrastructure needs at the I-10/US 129 Interchange and also the I-75/CR 136 Interchange. Dr. Jackson stated that a movie filmed in Suwannee County was complete and the producer had been invited to Europe for the possible purchase of the film. He also discussed State meetings currently being held for economic development.

Mr. Greg Scott, Recreation Department Director/Airport Manager, stated that the Wings over Suwannee had been a success over the weekend, with over 200 children flown in private aircraft for free. He thanked the various County departments for their help during the event.

**GENERAL BUSINESS:**

**The seventeenth item on the agenda** was to approve amendments to the Procurement Policy, and adoption of an enabling resolution.

County Administrator Harris stated that the draft amendments had changes made to increase purchase limits to account for inflation, as well as some rearrangement of the policy itself. He noted that the County Attorney had written a shorter resolution for approval if the Board so desired.

Commissioner Sessions asked about emergency purchases, and if it was related to a declared State of Emergency or just a County emergency. County Administrator Harris replied



that it referred to an emergency in the County, such as the purchase of an emergency generator for the Jail.

Commissioner Richardson asked if there was a listing of what constituted an emergency. County Administrator Harris replied that there was not a list, because it had to be determined on a case-by-case basis due to expediency.

Commissioner Richardson suggested that emergency purchases not be left to the Chairman's discretion, and that a list be established.

Commissioner Sessions noted that a list of emergency purchases would limit the County during emergencies, because there would doubtless be some equipment or purchase necessary in emergency situations that had not been established prior to the emergency.

Discussion ensued on parameters for emergency purchases.

Chairman Gamble stated that he had no problem with the resolution as currently written, and did not see a need for parameters on emergency purchases.

County Administrator Harris stated that he could add language into the policy noting the reasons for an emergency purchase.

**Commissioner Richardson moved to approve amendments to the Procurement Policy (with the addition of language noting reasons for emergency purchases), and adoption of an enabling resolution. Commissioner Fleming seconded, and the motion carried unanimously. (Resolution No. 2017-41)**

**The eighteenth item on the agenda** was to discuss, with possible Board action, adoption of a policy for establishing a Municipal Service Benefit Unit (MSBU).

County Administrator Harris stated that Florida Statutes provide a procedure for citizens to pay for improvements with the assistance of the County, especially for projects such as paving of roads that would benefit only a certain number of individuals. He discussed the proposed policy for establishing MSBUs, noting that there were at least two projects that were being requested. County Administrator Harris stated that property owners would be given the option of paying their portion up front or of subsidizing it over five or seven years.

Commissioner Sessions asked if 100% participation was required for MSBUs. County Attorney Prevatt replied that only 50%+1 would be required to approve the MSBU, and all members would be required to participate.

County Attorney Prevatt suggested that a higher number than 50%+1 be required to approve the MSBU, and 10% of the affected citizens should be required to submit the request.

Chairman Gamble asked the procedures for previous MSBUs in Suwannee County. County Attorney Prevatt replied that past MSBUs had been requested by 10% of the citizens and approved by 50%+1.

Commissioner Fleming asked about sales and purchases of properties falling under an MSBU. County Attorney Prevatt replied that new owners would pay their portion of the MSBU for the remaining time.

County Administrator Harris stated that another option for paying off the MSBU when property was sold was to pay it as part of the sale.

County Attorney Prevatt stated that the Board could choose to pay the MSBU either way.

County Administrator Harris stated that although many MSBUs related to roads, there were other public improvement projects that could be used, including sidewalk construction.

Commissioner Richardson discussed standards for MSBUs, especially as they related to roads.

Discussion ensued on implementation of MSBUs beneath the County's supervision.

The Board discussed raising the minimum number of citizens required to approve MSBUs.

County Attorney Prevatt stated that historically, the County had divided the tax bills for MSBUs by the number of parcels and footage.

Mr. Bo Hancock, 6135 Wiggins Road, asked if MSBUs only affected County roads. County Administrator Harris replied that he had never researched the issue of grading a private road through an MSBU; however, the County did have requirements that roads be brought up to County standards before they were accepted by the County.

Discussion ensued on County and private roads and that the MSBU worked as a lien against associated properties until paid off, and would be paid as part of the annual tax bill.

**The Board agreed by consensus to allow the County Administrator and County Attorney to return to the Board in the future with a policy for establishing an MSBU.**

Discussion ensued on setting different standards for MSBUs on a case-by-case basis.

**The nineteenth 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 minor work, such as a sign for the State Attorney's Office and work on the Mizell's Building, was still underway.

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

There were none.

**The twenty-first 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).

There were none.

**The twenty-second item on the agenda** was Administrator's comments and information. County Administrator Harris was taken aback by the report from the Department of Transportation limiting the number of applications submitted by the County, as it would greatly affect DOT work in the County. He then discussed the history of project approval from DOT.

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

Commissioner Richardson had nothing to discuss.

Commissioner Fleming discussed parking on the former Nettie Baisden School site approved by the County in a previous meeting. He suggested a trade of free ads by the School in exchange for the use of the property.

County Administrator Harris stated that the County Attorney could write up a brief indemnification clause for approval.

Commissioner Fleming thanked Mr. Scott for the Wings over Suwannee airshow and that he had experienced his first private flight at the airshow.

Commissioner Hale had nothing to discuss other than to note that the Wings over Suwannee was a great success.

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Commissioner Sessions noted for the record that bids for paving 29<sup>th</sup> Road had been authorized in the meeting.

Chairman Gamble had nothing to discuss.

**The twenty-fourth 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 7:36 p.m.

ATTEST:

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

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RICKY GAMBLE, CHAIRMAN  
SUWANNEE COUNTY BOARD OF  
OF COUNTY COMMISSIONERS