

August 15, 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 Clerk Baker 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 August 1, 2017 Regular Board Meeting, August 2, 2017 Budget Workshop, and August 3, 2017 Budget Workshop.

**Commissioner Sessions moved to approve the minutes of the August 1, 2017 Regular Board Meeting, the August 2, 2017 Board Workshop, and the August 3, 2017 Budget Workshop as written. Commissioner Fleming seconded. County Attorney Prevatt noted that in the workshops, the Board “agreeing” to an action in the workshop should be “reached a consensus”, as no decisions are made in workshops. Commissioner Fleming withdrew his second, and Commissioner Sessions withdrew his motion.**

**Commissioner Sessions moved to approve the minutes of the August 1, 2017 Regular Board Meeting, the August 2, 2017 Board Workshop, and the August 3, 2017 Budget Workshop, with changes noted by County Attorney Prevatt. Commissioner Fleming seconded, and the motion carried unanimously.**

Chairman Gamble noted that agenda item 6 had been withdrawn from the consent agenda for discussion.

**CONSENT:**

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

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

8/15/2017

FUND			
001	GENERAL REVENUE	\$	1,032,205.90
116	FINE & FORFEITURE	\$	44,050.20
117	911 ADDRESSING FUND	\$	2,429.26
118	STATE ATTORNEY'S OFFICE	\$	2,255.94
119	BUILDING DEPARTMENT	\$	7,149.65
122	FIRE PROTECTION FUND	\$	16,097.00
128	EMERGENCY MGT FUND	\$	5,037.39
129	LAW EDUCATION	\$	710.25
131	TOURIST PROMOTION	\$	85.49
140	ROAD & BRIDGE	\$	190,277.74
171	LIBRARY	\$	98,086.73
172	RECREATION	\$	48,708.20
351	RENOVATIONS/CONSTRUCTION	\$	2,517.14
402	SOLID WASTE COLLECTION	\$	68,952.70
403	SOLID WASTE DISPOSAL	\$	96,339.31
404	WATER PLANT	\$	500.34
			1,615,403.24
		\$	1,615,403.24

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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 8/15/17*

<u>Vendor</u>	<u>Date</u>	<u>Check No.</u>	<u>Amount</u>	<u>Description</u>
Jim Hinton Oil	8/3/2017	177530	31,230.44	Fuel
Windstream Corp	8/3/2017	177541	10,248.27	Communications
Agency for Health Care	8/3/2017	177543	67,999.61	Monthly state mandated nursing home/indigent health care
City of Live Oak	8/11/2017	177568	18,158.96	Utilities
Florida Power & Light Co.	8/11/2017	177575	23,622.12	Utilities
Jim Hinton Oil	8/11/2017	177581	19,416.42	Fuel
Ring Power Corp	8/11/2017	177601	11,283.49	Test generator sets and misc supplies for Road Dept and Maintenance
Avfuel Corporation	8/11/2017	177619	24,498.93	Aviation Fuel
Darabi and Associates	8/11/2017	177622	27,783.25	Consulting Engineering Services-Landfill
Waste Management	8/11/2017	177629	42,312.55	Waste Hauling
Blue Cross / Blue Shield	8/11/2017	177674	176,597.93	August Health Insurance
North Florida Professional Services	8/11/2017	177697	43,613.00	CR136 caution light, 29th Rd, 122nd Street, CR49/180th
Today's Business Solutions	8/11/2017	177723	16,078.98	PC Reservation and Print Mgt System, Scan Station, Duplex Sheet Feed Scanner
			512,843.95	

**The third item on the agenda** was to approve a revised Suwannee County Local Housing Assistance Plan (LHAP) adding the strategy for Demolition/Reconstruction, and adoption of an enabling resolution. **(Resolution No. 2017-51)**

**The fourth item on the agenda** was to approve an annual Certification of Resolution (2017) and adoption of an Agreement (2017) for the Section 125 Premium Only Plan. (Cafeteria Plan). **(Resolution No. 2017-52 and Agreement No. 2017-79)**

**The fifth item on the agenda** was to approve a Change Order with Music Construction, Inc. for work associated with Perimeter Road. Funded by FDOT. **(Agreement No. 2016-92-05)**

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**The sixth item on the agenda** was to adopt a resolution and authorize the Chairman to execute the Second Amendment to the Loan Agreement with First Federal.

This item was withdrawn from the consent agenda for discussion.

**The seventh item on the agenda** was to authorize the IT Department to contract with Defero Network Solutions, Inc. to develop and implement an organizational security policy framework which would incorporate the findings from an Information Technology Security Assessment. Cost would not exceed \$1,875. Funding would be from the IT reserves (Technology Upgrades).

**The eighth item on the agenda** was to authorize adding a line to the Road Department budget for purchase of geotextile fabric to be used for sinkhole repair.

**The ninth item on the agenda** was to request permission to close all branches of the Suwannee River Regional Library System on Wednesday, October 18, 2017 for Staff Development Day.

**The tenth item on the agenda** was to authorize advertising for bids for an electronic sign for the library. Budget impact: funds for this automation upgrade were approved in the 2016 budget.

**Commissioner Fleming moved to approve Consent Agenda Items 2-5 and 7-10. Commissioner Richardson seconded, and the motion carried unanimously.**

**The sixth item on the agenda** was to adopt a resolution and authorize the Chairman to execute the Second Amendment to the Loan Agreement with First Federal.

County Attorney Prevatt noted that there had been some minor changes to the agreement, specifically the rate change from 2.47% to 2.48%.

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**Commissioner Richardson moved to adopt a resolution and authorize the Chairman to execute the Second Amendment to the Loan Agreement with First Federal. Commissioner Hale seconded, and the motion carried unanimously. (Resolution No. 2017-53 and Agreement No. 2013-74-02)**

**COMMISSIONERS' ITEMS:**

There were none.

**COUNTY ATTORNEY ITEMS:**

**The eleventh item on the agenda** was to discuss, with possible Board action, various issues associated with the Suwannee County Museum Association and the Suwannee County Historical Commission.

County Attorney Prevatt discussed the history of the Museum Association (established in 1993) and Historical Commission (established in 1980), both of which dealt with the County's history. He noted that the County had not funded the Museum Association in the current year, and repeated attempts by the County Commission to have the two groups merge had been unsuccessful. County Attorney Prevatt added that the Museum Association had been in a state of disarray since the beginning of the year due to the death of its chairman and health of other members. He recommended that the Board follow up with plans to terminate the interlocal agreement with the City of Live Oak that created the Museum Association; the wording of the interlocal agreement allowed a year for the dissolution. If the City also decided to terminate the interlocal agreement, the Museum Association would dissolve immediately. At that point, the artifacts in the Museum

would revert to the City and County, at which time he assumed that they would then be transferred to the Historical Commission without being moved.

Commissioner Hale asked about items loaned or donated to the Museum. County Attorney Prevatt replied that ownership would not change, and the items would simply be transferred to the Historical Commission.

Commissioner Hale asked about an appraisal of the items within the Museum. County Attorney Prevatt replied that he was not aware of any attempt to appraise the historical items, nor was it recommended or appropriate.

County Attorney Prevatt stated that Mrs. Sue Lamb, a member of the Museum Association, was present and had expressed her approval of the recommendation.

Chairman Gamble stated that he had no problem with the County Attorney's recommendation, but wanted verify that the Museum's collection remained under the oversight of a responsible group. County Attorney Prevatt replied that the letter, if approved, disbanded the Museum Association after one year, allowing arrangements for the collection to be made in the interim. He added that if the City also agreed to dissolve the Museum Association, the City and County could then work out when the collections would be transferred.

**Commissioner Fleming moved to approve executing a letter from the Chairman to the City of Live Oak terminating the interlocal agreement that created the Museum Association. Commissioner Richardson seconded.** Discussion ensued on the current number of Museum Association members, and it was determined that there were very few due to death, illness, and lack of support. County Attorney Prevatt noted that Mr. Joe Skierski had set up the Suwannee Valley Heritage Museum, Inc., although he was not a member of the Museum

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Association, in the hopes that the County would transfer oversight of the Museum to his new entity. Commissioner Richardson asked what would happen if the City did not agree to disband the Museum Association. County Attorney Prevatt replied that if the City did not agree to disband the Museum Association, it would still dissolve at the end of one year. **The motion to execute the letter withdrawing from the interlocal agreement that created the Museum Association carried unanimously.**

**STAFF REPORTS:**

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

Ms. Betty Lawrence, Director of Libraries, noted that since her last staff report, the Dowling Park Library had opened. She thanked the Board for their support for the new library. Mrs. Lawrence discussed various summer programs that were now wrapping up and new computer services that been purchased. She also thanked the Board for their approval of the Live Oak Library's electronic sign earlier in the meeting and noted that she was looking into the possible expansion of the Branford Library using State funding.

Chairman Gamble stated that it took nearly ten years from the time the County applied for the Dowling Park Library grant until its approval.

**The Board agreed for Mrs. Lawrence to research the possibility of applying for a grant for the expansion of the Branford Library, for discussion at a later meeting.**

**GENERAL BUSINESS:**

Chairman Gamble moved to the fourteenth item on the agenda.

**The fourteenth item on the agenda** was a general discussion regarding candidate projects to be added to the Capital Improvement Plan. (Action will be required at a later date.)

County Administrator Harris briefly discussed buildings and infrastructure projects on the list he presented. He discussed the possibility of moving the Supervisor of Elections Office to the old Mizell's Building, with room for the storage of their voting equipment, and allowing the Tax Collector to use the Supervisor of Elections Office for storage. County Administrator Harris asked for comments from the Board.

Commissioner Richardson asked about the possibility of moving the collection site near Suwannee Springs and the Spirit of the Suwannee Music Park. County Administrator Harris replied that the problem was that the site was too close to the County line, and other counties were dropping off their trash there. He added that he would rather have a workshop for long-range planning of certain collection sites, including the Suwannee Springs site, that would be predicated upon what the Board decided to do with collection sites.

Commissioner Hale noted that the Suwannee Springs site seemed to be doing better since the County had closed the gates and placed signs.

Commissioner Richardson asked about how long of a term County Administrator Harris was looking. County Administrator Harris replied that many of the items on the list were more short-term than the collection site. He added that a new jail was probably some seven or more years away, except for the purchase of property outside of the city limits.

Discussion ensued on the current jail and problems associated with it.

Commissioner Richardson asked that the County develop a strategic plan for the next twenty years that would not be subject to the whims of new commissioners.

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County Administrator Harris stated that the Board would set priorities once additional information was gathered.

Much discussion also ensued over the historic bridge on 164<sup>th</sup> Street, and that its replacement or the possibility of repairs would be some seven years away. It was noted that repairing the historic bridge would be far more expensive than removing the historical designation and replacing it with a modern bridge, which itself was estimated to cost \$900,000.

**The Board agreed by consensus to the projects on the Capital Improvement Plan, with County Administrator Harris to return with additional information at a later date.**

Chairman Gamble returned to Staff Reports.

**STAFF REPORTS:**

Ms. Katherine Allen, IFAS/Extension Office Director, introduced Dee Broughton, newly hired Extension agent.

Ms. Broughton briefly introduced herself, noting that she was raised on a farm in Suwannee County and taught agriculture and science for several years in the Suwannee County School System prior to being hired by the Extension Office. Ms. Broughton discussed her plans for agricultural awareness within the County.

Ms. Allen thanked the Board and others who attended the 4-H banquet the previous week.

Chairman Gamble moved to additional agenda items in General Business items.

**GENERAL BUSINESS:**

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

There was one additional agenda item:

**The first additional agenda item** was a request for authorization to lease two (2) dump trucks for the Road Department.

County Administrator Harris stated that the Board had reached a consensus to lease the trucks during the budget hearings and it would take four months before delivery.

**Commissioner Sessions moved to lease two dump trucks for the Road Department. Commissioner Hale seconded, and the motion carried unanimously. (Agreement No. 2017-80)**

**The thirteenth item on the agenda** was to discuss additional information requested at the budget workshop. (Various Departments)

Chairman Gamble suggested that the Board treat the additional information as an extension of the budget workshops, with no decisions to be made tonight.

Mr. Greg Scott, Recreation Director/Airport Manager, noted that the Board had reached a consensus in the budget workshops to look into raising the salaries of the lowest-paid employees. He stated that the information was provided in the agenda packet and asked for questions.

There were no questions.

The Board noted that there had been a general consensus to proceed with the raises for certain individuals and appreciated the additional information.

Mr. James Sommers, Public Safety Director, reminded the Board of budget workshop discussion to combine the Volunteer Fire Department budget with the regular Fire budget.

Chairman Gamble asked if there would be a problem with having a consensus to merge the Volunteer budget into the Fire budget. County Attorney Prevatt replied that the Board could agree by consensus to merge the budgets for approval at the final budget hearing.

**The Board agreed by consensus to merge the Volunteer Fire Department budget into the regular Fire budget.**

Chief Sommers discussed the possibility of leasing new fire engines and tankers, and currently, revenue was some \$300,000 over anticipated expenses. This would allow for a contingency as well as expenses related to the proposed lease. He discussed specifics of the proposed leases.

Commissioner Fleming asked how repairs and breakdowns affected the terms of the ten-year lease. Chief Sommers replied that most of the current equipment was at least fifteen or twenty years old, and he was confident that the newer equipment should last the entirety of the lease with minimal repairs and breakdowns. The warranties would be for five years, but he was still confident that the equipment would have few breakdowns until after the ten-year mark.

After questioning, Chief Sommers replied that an ambulance rechassis was approximately \$150,000, but there was no ability to rechassis fire engines.

Discussion ensued on leasing the fire engines. At the end of ten years, the County had the option to buy the fire engines, if desired, or could begin a new lease with new equipment.

After questioning, Chief Sommers stated that of the forty vehicles in the fleet, thirty of them were much older than ten years. The majority of the fleet was military surplus transferred to the Division of Forestry, which was then modified and transferred to Fire Rescue. He clarified that the proposed lease was for five fire engines and five tankers.

Chairman Gamble asked if funding was still being set aside for water tanks at certain collection sites for fire purposes. Chief Sommers replied that approximately \$224,000 was earmarked for the project, which hopefully would be completed within the next year.

Discussion ensued on water tanks at the collection sites and the possibility of waiting another year to lease fire engines.

Chief Sommers noted that fire engines took one year to be built from scratch after an order was made, and the proposed engines would not be paid for another fiscal year.

Conversation ensued on the increase in fire assessments due to a higher population and the larger contingency available over the next few years. This increase in revenue would be somewhat tempered by an annual increase in operating expenses due to increased salaries and the increase in other prices.

Chairman Gamble warned the Board that under Chief Sommers' proposal, the fire portion of Fire Rescue would be operating at 100% of anticipated revenue.

The Board discussed specifics of the leases, the size of ambulances, minor repairs of cosmetic issues due to wear and tear, and the estimated increase in population over ten years.

Discussion ensued about leasing two vehicles per year instead of leasing all ten at once.

Chief Sommers stated that there was an ISO study to be held within the next two years, and there was the very real possibility that homeowners' insurance would be nearly impossible to purchase for mobile homes if the County did not replace its equipment now.

The Board debated a discount for multiple vehicles and also the possibility of losing homeowners' insurance for many people around the County.

Commissioner Fleming expressed concern that waiting to lease the fire engines would be detrimental to the numerous homeowners within the County, and he would rather look out for citizens' safety than trying to save a few dollars.

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Much discussion continued on ISO ratings within the County and what the various numbers meant. The current ISO rating was 5/9, but it would be possible to reduce the rating to 3 or 4/7 with a little investment. The possibility of leasing or purchasing one or two fire engines and one or two tankers per year was also discussed, as was purchasing the ten vehicles at the end of ten years for approximately \$340,000 total.

Chief Sommers asked if the Board would like to evaluate shutting down the volunteer fire stations that did not pass the upcoming ISO review. The Board discussed changes from a volunteer to paid fire service, and the lack of volunteers.

Chief Sommers agreed to return to the next regular meeting with all the available options for new fire engines and tankers. He noted that there were several times when engines broke down enroute to fires and other engines had to be pulled into service from other locations.

Much discussion ensued on how the County's Fire Rescue Services operated.

Commissioner Richardson noted that he wanted to help the citizens, but wanted them to know that there was the possibility of an increase of fire assessments for improved service.

**The Board agreed to allow Chief Sommers to return to the Board with additional information and options.**

**The sixteenth 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).

Ms. Anita Williams, a native of Live Oak, discussed in detail the Frederick Douglass end-of-summer slam-jam event that would be held in the near future at the Douglass Center.

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

County Administrator Harris stated that he and the County Attorney were working on an agreement with CSX for the Catalyst Site railroad spur. The bids for the railroad spur were due on August 25 for opening the following week, and the agreement must be completed before then.

After questioning, County Administrator Harris stated that a flashing light and rumble strips would be installed soon at the intersection of Perimeter Road and CR 136. He added that this was the same intersection that he had requested a full traffic signal from the Department of Transportation, but they would not install one without numerous studies and crash data.

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

Commissioner Richardson reminded the public of a Branford town hall meeting on August 24 at Hatch Park.

Commissioner Fleming thanked Ms. Williams for her discussion of the Douglass Center event. He noted that although she had lived much of her adult life in California, she had always visited Suwannee County and wanted to help the community.

Commissioner Hale discussed complaints about trash left from mowing rights-of-way and suggested additional inmate crews. County Administrator Harris replied that there were several work crews operating, but they were having a hard time staying caught up with the mowers.

Discussion ensued on mowing operations and problems with littering.

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Commissioner Sessions thanked Ms. Allen for the 4-H banquet held at the Coliseum the prior week and also for the 4-H students who had worked so hard during the year.

Chairman Gamble discussed the 4-H students and noted their hard work.

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

There being no further business to discuss, the meeting adjourned at 8:02 p.m.

ATTEST:

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

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