

November 7, 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. Clerk of Court Barry A. Baker; Eric Musgrove, Logan Woods, David Dees, and Vicky Schnepf, 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 October 17, 2017 Regular Board Meeting.

Commissioner Sessions moved to approve the minutes of the October 17, 2017 Regular Board Meeting as written. Commissioner Richardson seconded, and the motion carried unanimously.

CONSENT:

County Attorney Prevatt asked to pull agenda item six from the consent agenda for discussion and to withdraw item ten from consideration.

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

SUWANNEE COUNTY BOARD OF COUNTY COMMISSIONERS

WARRANTS ISSUED REPORT

11/7/2017

FUND			
001	GENERAL REVENUE	\$	1,874,036.57
116	FINE & FORFEITURE	\$	819,852.24
117	911 ADDRESSING FUND	\$	24,584.42
118	STATE ATTORNEY'S OFFICE	\$	29,345.42
119	BUILDING DEPARTMENT	\$	10,135.68
120	LAW ENFORCEMENT TRUST	\$	483.44
122	FIRE PROTECTION FUND	\$	16,752.62
128	EMERGENCY MGT FUND	\$	7,351.52
129	LAW EDUCATION	\$	2,728.00
131	TOURIST PROMOTION	\$	12,264.81
140	ROAD & BRIDGE	\$	332,424.00
171	LIBRARY	\$	165,170.83
172	RECREATION	\$	52,640.61
181	LOCAL HOUSING (SHIP)	\$	12,730.00
351	RENOVATIONS/CONSTRUCTION	\$	903.29
402	SOLID WASTE COLLECTION	\$	53,221.34
403	SOLID WASTE DISPOSAL	\$	50,869.47
404	WATER PLANT	\$	1,049.89
			3,466,544.15
		\$	3,466,544.15

(Balance of page left blank intentionally)

November 7, 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 11/7/17

<u>Vendor</u>	<u>Date</u>	<u>Check No.</u>	<u>Amount</u>	<u>Description</u>
Florida Power & Light	10/19/2017	178978	23,753.14	Utilities
Jim Hinton Oil	10/26/2017	179010	26,096.04	Fuel
Jim Hinton Oil	11/3/2017	179065	14,317.41	Fuel
Metal Culverts, Inc.	11/3/2017	179067	13,621.80	Culvert Supplies
Bound Tree Medical	11/3/2017	179088	13,515.71	Medical Supplies
Suwannee Valley Transit	11/3/2017	179095	39,914.00	2018 Budget funding
Av Fuel Corporation	11/3/2017	179108	25,774.38	Airplane Fuel
Waste Management	11/3/2017	179117	35,354.59	Waste Hauling
Music Construction	11/3/2017	179119	282,999.88	Pmt #9 and #10 (final) Perimeter Road
AK Associates	11/3/2017	179150	20,744.40	Mapflex upgrade 911 addressing
Sirsidynix Corp	11/3/2017	179151	55,248.69	Annual Cloud Software Contract-Library
Blue Cross/Blue Shield	11/3/2017	179161	174,107.09	November Health Insurance bill
Agency for Healthcare Administration	11/3/2017	179162	67,999.61	November Nursing Home/Indigent Health Care
Austin Powder, Inc.	11/3/2017	179167	17,149.80	Mine Blasting
Shands UF	11/3/2017	179181	28,186.43	Indigent Care Hospital Bills
Southern Specialized Truck	11/3/2017	179184	14,054.98	Pierce Fire Truck repair
North Florida Prof Services	11/3/2017	179192	15,011.25	11,111.25 Perimeter Rd, 3,000.00 Courthouse Parking Lot, 900.00 Restroom and Pavillion- (recreation)
City of Live Oak	11/3/2017	179201	242,170.09	2018 CRA Funding
SSE and Associates, Inc.	11/3/2017	179222	17,824.90	Basketball goals at the Coliseum
			<u>1,127,844.19</u>	

The third item on the agenda was to adopt a resolution reorganizing an audit committee as required by Florida Statutes. **(Resolution No. 2018-05)**

The fourth item on the agenda was to approve holding the second meeting for the month of November on Wednesday, November 29, 2017, at 6:00 p.m., located at Live Oak City Hall.

The fifth item on the agenda was to approve a Waiver of Priority Agreement for Andrew Chapman, State Housing Initiatives Program client. **(Agreement No. 2018-06)**

The sixth item on the agenda was to approve destruction of records that have met their retention in County Records Disposition Request #18 and Clerk's Records Disposition Request #37.

This item was pulled from the consent agenda for discussion.

The seventh item on the agenda was to approve Change Order No. 6 with Music Construction, Inc. for work associated with Perimeter Road. Budget impact: funded by FDOT. **(Agreement No. 2016-92-06)**

The eighth item on the agenda was to approve Change Order No. 7 with Music Construction, Inc. for work associated with Perimeter Road; this will be a decrease in expense. **(Agreement No. 2016-92-07)**

The ninth item on the agenda was to approve a Task Order with Darabi & Associates for work associated with the sewer plant at I-75 and CR 136. **(Agreement No. 2018-07)**

The tenth item on the agenda was to approve an agreement with Meridian Behavioral Healthcare, Inc. for space donated by Suwannee County.

This item was withdrawn from the agenda.

The eleventh item on the agenda was to approve a Funding Agreement with Meridian Behavioral Healthcare, Inc. for the Provision of Mental Health, Backer Act, and Addiction Services. **(Agreement No. 2018-08)**

The twelfth item on the agenda was to approve a Task Order with North Florida Professional Services for design of a headwall for a culvert bridge on 27th Drive. (**Agreement No. 2018-09**)

The thirteenth item on the agenda was to authorize leasing/purchasing a Hydraulic Excavator from Ring Power utilizing Florida Sheriffs Association Contract #FSA 16-VEH-14.0 Spec #42 for Public Works Department. Budget impact: budgeted item.

The fourteenth item on the agenda was to authorize purchasing a Grasshopper Mower from John's Lawn utilizing Florida State Contract 21100000-15-1 for Landfill. Budget impact: budgeted item.

The fifteenth item on the agenda was to authorize leasing/purchasing a Vibratory Compactor Roller Single Drum utilizing Florida Sheriffs Contract #FSA 16-VEH-14.0 Spec #46 for Public Works. Budget impact: budgeted item.

The sixteenth item on the agenda was to authorize leasing/purchasing a D5K2 LGP Tract Type Dozer from Ring Power, Inc. utilizing Florida Sheriffs Contract #FSA-16-14.0 Spec #36. Budget impact: budgeted item.

The seventeenth item on the agenda was to authorize bidding concrete work for headwalls of a culvert bridge replacement on 27th Drive. Non-budgeted emergency repair.

The eighteenth item on the agenda was to award bids for Batteries to Battery Distributors Southeast, Inc. (Bid Solicitation No. 2017-11) (Bids were opened on October 17, 2017).

The nineteenth item on the agenda was to award bids for Galvanized Corrugated Metal Pipe to Gulf Atlantic Culvert Co., Inc. (Bid Solicitation No. 2017-12) (Bids were opened on October 17, 2017).

November 7, 2017
Regular Board Meeting
Judicial Annex Building
Live Oak, Florida

The twentieth item on the agenda was to award bids for Polypropylene Pipe to Fortiline, Inc. (Bid Solicitation No. 2017-13) (Bids were opened on October 17, 2017)

The twenty-first item on the agenda was to award a bid and authorize execution of a contract for the US 90 four-lane extension. Budget impact: funded by FDOT. (**Agreement No. 2018-10**)

Commissioner Fleming moved to approve Consent Agenda Items 2-5, 7-9, and 11-21. Commissioner Hale seconded, and the motion carried unanimously.

The sixth item on the agenda was to approve destruction of records that have met their retention in County Records Disposition Request #18 and Clerk's Records Disposition Request #37.

County Attorney Prevatt noted that this was the standard records destruction order submitted periodically to the Board for approval. He requested that items #334 (committees), #109 (grant files), #348 (grant files), #413 (tourism tax records), #305 (tourism tax records), and #72 (wills for safekeeping) be removed from the destruction order to retain them longer than the stated retention period.

Commissioner Richardson moved to approve a destruction of records that have met their retention in County Records Disposition Request #18 and Clerk's Records Disposition Request #37 with items #334 (committees), #109 (grant files), #348 (grant files), #413 (tourism tax records), #305 (tourism tax records), and #72 (wills for safekeeping) removed from the destruction order to retain them longer than the stated retention period, per the County Attorney's recommendation. Commissioner Sessions seconded, and the motion carried unanimously.

November 7, 2017
Regular Board Meeting
Judicial Annex Building
Live Oak, Florida

County Attorney Prevatt noted that agenda item ten had already been approved at the July 17, 2017 regular meeting and a copy of the agreement should be sent to Meridian Healthcare. *(Clerk's note: the agreement was mailed by County Offices to Meridian Healthcare on July 18, 2017 and was resent on November 9, 2017).*

It not yet being 6:15 p.m., Chairman Gamble noted that Mr. Barney Bennett of the Florida Department of Transportation was present and wished to speak on upcoming projects.

Mr. Bennett discussed Department of Transportation projects within Suwannee County, including road resurfacing, replacement of the 180th Street bridge over Little River, and drainage improvements. He noted the changes to the FDOT project applications, which had been reduced to three per county per year.

County Administrator Harris discussed overhead lighting at the US 90/Interstate-10 interchange as well as the County Road 136/Interstate-75 interchange. He asked if it would be possible to shift the funding to the CR 136/I-75 interchange instead. Mr. Bennett replied that he would research the issue.

Commissioner Richardson asked when the 180th Street Bridge would be replaced. Mr. Bennett noted that design work would start in 2018, with replacement set for 2023.

It not yet being 6:15 p.m., Chairman Gamble moved to agenda item twenty-six.

GENERAL BUSINESS:

The twenty-sixth item on the agenda was to discuss, with possible Board action, the purchase of radar equipment for the Florida Highway Patrol.

November 7, 2017
Regular Board Meeting
Judicial Annex Building
Live Oak, Florida

County Administrator Harris noted that the County routinely purchased radar equipment for the Highway Patrol, and this was a similar request. He added that the Highway Patrol had recently surplused a substantial amount of obsolete equipment without replacement.

Discussion ensued on the breakdown of tickets between the State and County, as well as the history of the radar equipment requests.

Commissioner Fleming moved to purchase radar equipment for the Florida Highway Patrol. Commissioner Richardson seconded, and the motion carried unanimously.

TIME SPECIFIC ITEMS:

The twenty-second item on the agenda was at 6:15 p.m., or as soon thereafter as the matter could be heard, **to hold a public hearing**, to consider adoption of a resolution approving Special Permit for Temporary Use Request No. SPTU-17-10-01 by TNT Fireworks, to be granted a special permit for temporary use under Section 14.10 of the Suwannee County Land Development Regulations for a Fireworks Tent Sale, to be held starting December 26, 2017 through December 31, 2017, on property zoned Commercial Intensive (CI).

Chairman Gamble opened the public hearing.

County Attorney Prevatt swore in all those who wished to speak.

Mr. Ronald Meeks, Planning and Zoning Director, noted that the request was for a fireworks stand on the Wal-Mart parking lot, and was from one of the same companies that had previously held a July 4 fireworks sale. He then submitted the application as Composite Exhibit #1.

November 7, 2017
Regular Board Meeting
Judicial Annex Building
Live Oak, Florida

Brief discussion ensued on deadlines for advertising and that there were usually two businesses that sold fireworks at the Wal-Mart site, but only one had submitted a request this time.

Chairman Gamble opened the floor to public comments. There were none, and Chairman Gamble closed the floor to public comments.

Commissioner Richardson moved to approve a resolution approving Special Permit for Temporary Use Request No. SPTU-17-10-01 by TNT Fireworks, to be granted a special permit for temporary use under Section 14.10 of the Suwannee County Land Development Regulations for a Fireworks Tent Sale, to be held starting December 26, 2017 through December 31, 2017, on property zoned Commercial Intensive (CI). Commissioner Sessions seconded, and the motion carried unanimously. (Resolution No. 2018-06)

Chairman Gamble closed the public hearing.

The twenty-third item on the agenda was at 6:15 p.m., or as soon thereafter as the matter could be heard, **to hold a public hearing**, to consider adoption of a Resolution approving Special Permit Request No. SP-17-11-01 by L & T Valdes Farm, LLC to be granted a special permit under Section 14.6 of the Suwannee County Land Development Regulations for Intensive Agriculture, to construct two (2) poultry houses on property zoned Agriculture-1 (A-1).

Chairman Gamble opened the public hearing and reminded those present that they were still under oath.

Mr. Meeks noted that the application for the poultry houses were on a 38.7-acre site located in Section 25, Township 3 South, Range 12 East off County Road 349. He stated that one of the two poultry houses would be a replacement house for one that was destroyed by Hurricane Irma.

Mr. Meeks discussed the application in further detail and then submitted the file into the record as Composite Exhibit #1.

Commissioner Richardson asked about the number of poultry houses. Mr. Meeks replied that there would be two new houses, one of which would replace one destroyed by Hurricane Irma.

Chairman Gamble opened the floor to public comments. There were none, and Chairman Gamble closed the floor to public comments.

County Attorney Prevatt recommended that the Board add a condition that the destroyed poultry house would not be rebuilt at its original location.

It was noted that the destroyed poultry house was almost fully removed from the premises.

Commissioner Sessions moved to adopt a resolution approving Special Permit Request No. SP-17-11-01 by L & T Valdes Farm, LLC to be granted a special permit under Section 14.6 of the Suwannee County Land Development Regulations for Intensive Agriculture, to construct two (2) poultry houses on property zoned Agriculture-1 (A-1), with the Attorney's condition that the replacement poultry house not be rebuilt in its original location. Commissioner Hale seconded, and the motion carried unanimously. (Resolution No. 2018-07)

Chairman Gamble closed the public hearing.

COMMISSIONERS' ITEMS:

The twenty-fourth item on the agenda was to discuss, with possible Board action, renovations funding for the Ranchettes' community center.

Commissioner Richardson noted that this item had been briefly discussed during the budget hearings. He suggested approximately \$5,000 for upgrades to the Ranchettes' community center, which would include new flooring and new chairs, with funding pulled from contingency.

Mr. John Koch, 1805 289th Road, noted that he and his wife cleaned the building twice a year before elections. He noted that the flooring, although simple concrete, was sufficient for the building's use. Mr. Koch instead suggested new duct work for heating and air conditioning, as well as repairs to one of the restroom facilities and new chairs.

Mr. Bo Hancock, 6135 Wiggins Road, asked if there were fundraisers held for the community center. Commissioner Richardson replied that he did not believe that there were fundraisers being held by the Ranchettes, but the building was owned by the County and was therefore the Board's responsibility.

Commissioner Sessions asked if the building was rented out. Commissioner Richardson replied that it was able to be rented, but he did not believe anyone rented it.

Commissioner Sessions suggested renting out the building once the building was renovated to help recoup some of the expenses.

Commissioner Hale suggested postponing a decision until the Board had a detailed list of repairs and expenses.

Commissioner Richardson pulled the agenda item for discussion at a later time, suggesting that the County Maintenance Department review the building's needs in the meantime.

COUNTY ATTORNEY ITEMS:

There were none.

STAFF REPORTS:

The twenty-fifth item on the agenda was Staff Reports.

Dr. Alvin Jackson, Economic Development Director, stated that his office was now in its new location at the Worknest across from the Courthouse. He thanked David Dees and Vicky Schnepf from the Clerk's Office for their IT-related assistance during the move. Dr. Jackson discussed the addition of new jobs in Suwannee County over the past year as well as the financial impact of new businesses to the County. He noted that there had been an increase in tax revenue from new businesses in the amount of \$1.9 million in both 2016 and 2017, and this number would continue to rise. Dr. Jackson then discussed Suwannee County's favorable economic statistics compared to surrounding counties.

Discussion ensued on specifics of the economic report, including average salaries.

Dr. Jackson noted that the unemployment rate was just over 3%, which was less than the national rate of over 4% and less than the County's rate of over 5% in 2016. He stated that other counties were now looking to copy Suwannee County's incentive program, and he and the County Attorney had made presentations to several counties.

The Board thanked Dr. Jackson for a job well-done.

GENERAL BUSINESS:

The twenty-sixth item on the agenda was to discuss, with possible Board action, purchase of radar equipment for Florida Highway Patrol.

This item was discussed prior to agenda item twenty-two.

The twenty-seventh item on the agenda was to discuss, with possible Board action, technology needs of County Commission departments.

County Administrator Harris stated that he and Clerk Baker had discussed this issue with the commissioners at a previous time, and so he would try to be brief. He noted that the issue under discussion was only for IT services related to those offices overseen by the County Commission. County Administrator Harris added that he had recently hired the Clerk's previous IT Director to replace two employees that had retired. This IT employee would handle digitizing certain County processes and also perform IT-related needs for the County Commission. County Administrator Harris noted that he had no problems with Clerk Baker's IT staff, and there were already various IT-related personnel that worked for County departments, including Fire Rescue and the Library. He discussed recent conversations with the Chairman of the Board and Clerk regarding network access for the County's new IT employee. Although County Administrator Harris did not believe that it was necessary, the Clerk had requested a Board decision on the matter. County Administrator Harris noted that within nearly every county in Florida, the County provided its own IT services, not the Clerk, regardless of population. County Administrator Harris discussed third-party opinions on County IT support that would still provide security for the Clerk's data. He recommended that the Board make the decision to provide County IT services as he had requested.

Clerk Baker stated that the issue was not a turf war, but a matter of security of County and Clerk electronic data that had been provided by the Clerk since about 2004. He noted that the County Commission had the authority to choose who to serve as its IT staff, and he would abide by their decision. Clerk Baker believed that the IT services could be handled cheaper by a central

location at the Clerk's Office, instead of duplicating personnel and equipment. He asked that if the County shifted County IT services to the County Offices, that the Board retain funding to the Clerk's Office at its current level due to numerous IT responsibilities that the Clerk already had, as well as impending responsibilities through the Sheriff's Office from new SmartCop software and the Property Appraiser's Office. This would require a third person to replace the former IT director who had been hired by the County Offices. Clerk Baker stated that he would continue to work with the County in whatever capacity they required of his office, but wanted a decision by the Board on how to proceed.

Commissioner Fleming asked if the Clerk's Office could perform the IT services cheaper than what County Administrator Harris was proposing. Clerk Baker replied that the Clerk's Office could perform the services cheaper, noting several instances where a centralized IT staff had reduced costs over the years. He noted that part of the issue the previous week was due to a request for administrator rights for the former Clerk's IT director, with which he had not complied because it was not recommended by IT professionals.

Commissioner Fleming asked about problems with his laptop and who was responsible for fixing it. County Administrator Harris replied that his employee was not allowed administrator access to the laptop, but the Clerk's IT staff would be available to help after the meeting.

Clerk Baker noted that Commissioner Fleming's problem was another reason why a third employee needed to be rehired by the Clerk's Office.

Commissioner Sessions asked about splitting payroll if the IT services were divided. County Administrator Harris replied that the County Office would simply export the data to the Clerk's Office.

Clerk Baker discussed the benefits of bulk purchasing through one central IT office.

County Administrator Harris stated that the County already used various bidding sources for volume purchasing, and he had no problem combining purchases with the Clerk's Office. He also discussed the possibility of using the County's new IT employee to assist the Clerk's Office as need be, even if the Clerk's Office hired a third employee.

Commissioner Richardson stated that the more centralized the IT systems were, the better coordination could be achieved. The State allowed the various Constitutional Officers to provide their own IT services, but he noted that there would still be an issue since the Clerk also retained Board records.

Mr. Vance Baker stated that he had been the IT consultant for the Clerk and County for 16 years, and he was well aware of the County's computer infrastructure. Mr. Baker stated that much of what County Administrator Harris had stated was true, but in the business sector, IT support and security had actually been consolidated, not divided. Mr. Baker noted that an IT security assessment in July had determined that there was an inconsistent matter of IT security within the County, and the Clerk's Office was now providing business continuity for IT services. A recent interagency agreement with the School Board was one of the methods used to provide this continuity. Mr. Baker noted that within the private and government sectors, a single IT department had been shown to be the best method for network security.

Commissioner Fleming asked about IT security issues within the County. Mr. Baker replied that the assessment had been completed and there over two dozen findings that were being addressed.

County Attorney Prevatt asked about the IT security assessment and interagency agreement. Mr. Baker replied that the interagency agreement was with the School Board, and clarified that no data was actually being shared.

Discussion ensued on access to Board data without going through the Clerk's Office or its network.

Mr. David Dees, Clerk's IT Director, stated that the Board's electronic information was freely available to County staff. He clarified that the issue was administrator privileges for an employee who no longer worked for the Clerk's Office and did not answer to the Clerk's IT Director. He stated that it was unheard of in business circles to allow administrator privileges to those who did not work for the IT provider.

After questioning by County Attorney Prevatt, Mr. Dees replied that the interagency agreement with the School Board allowed for physical equipment to be placed at the School Board Office, but the School Board had no access to the data within it.

County Attorney Prevatt asked why an employee of the Board could not access the Clerk's system. Mr. Dees replied that the issue was physical access to the Clerk's secure systems, which was a security violation.

Mr. Baker clarified that the concern was not only physical access to the Clerk's IT network, but digital access as well. Several years ago, the decision had been made to combine the domains of the various county departments. This meant that if the County wanted access to their information, it would also give them access to the Clerk's secure data. Mr. Baker stated that it was industry standard to remove administrator privileges from IT staff once they left employment, and the Clerk's Office had just followed those proven industry standards.

County Attorney Prevatt discussed the various network domains that had been combined in previous years. He stated that the Clerk's Office was responsible for storing various records on behalf of the County, but the County needed access to those records as well. He did not see a problem with having a County IT employee having access to the Board's data through the Clerk's network.

Mr. Dees stated that the problem was not personalities or of minor computer-related repairs, but of administrator privileges that would allow malware and other viruses to enter the Clerk's network and compromise its data. He added that viruses were created quicker than many virus protection services could be updated, and the risk of handing out administrator privileges to outside employees outweighed the benefits.

Mr. Baker stated that as a result of the IT security assessment, it was necessary that the County and Clerk implement standards that would restrict administrator access to data, as sharing the access was dangerous.

County Attorney Prevatt noted that the Clerk's Office had provided IT services for approximately 13 years, and it was only in 2017 that an IT security assessment had been completed. He questioned how secure the network services had been prior to the assessment. Mr. Dees replied and reiterated that the network had been secure, but the recent IT security assessment had shown that there were some issues with restricting administrator privileges within the County.

Discussion ensued on the technical details of the Clerk and County's network solutions.

County Administrator Harris stated that the Clerk's Office had been controlling network access and that there had been some issues that were currently being addressed. He added that the rapid changes within Information Technology meant that in six or nine months, there could be

further issues that were unheard of today. County Administrator Harris noted that the State of Florida had shifted IT responsibilities to the counties approximately ten years ago, and the Clerk's Office had been helpful in providing County IT services since that time.

Chairman Gamble asked if the Board had any desire to shift IT responsibilities.

Commissioner Fleming asked why the Clerk had been handling the County's IT responsibilities if the State had passed the responsibility to the County. He also stated that he was in favor of whatever would cost the taxpayers less money. Chairman Gamble replied that the reason the Clerk was performing the County's IT work was because the Board, through some action that was not recorded in the minutes more than a decade ago, had decided it.

Commissioner Hale asked what the benefits would be for the County being responsible for its own IT work. County Administrator Harris replied that there were several benefits and then discussed them, some of which were hindered by a lack of access to the network. He also discussed savings from combining two or three positions into his new IT employee's position.

Chairman Gamble asked for clarification on access. Mr. Dees explained network access in some detail.

Commissioner Richardson asked who was responsible for the Board's computers at this time. Clerk Baker replied that although there were several County IT employees that could troubleshoot issues, ultimate responsibility resided with the Clerk's Office at this point.

Commissioner Richardson asked about the new SmartCop laptops that the Sheriff would be receiving. Sheriff St. John replied that the Sheriff's Office owned the laptops, but IT service would be provided by the Clerk's Office.

Commissioner Richardson stated that the County owned infrastructure and buildings, and it appeared that County Administrator Harris was asking for help desk-related access for his new IT employee. He added that he was unwilling to purchase new equipment for the County Offices at this point, and suggested that the County Administrator and Clerk work out a solution.

County Administrator Harris did not believe that there would be a massive expense for his office taking over County IT services.

Chairman Gamble stated that Information Technology was a specialized field, and to be honest, there were very few people present who understood all the costs and ramifications. He did not believe that the Board could make a decision without further research.

Commissioner Richardson suggested that IT staff from the County and Clerk's Office, as well as the Clerk's IT consultant, meet to work out details of how the County and Clerk could work out a solution while still providing adequate security.

Commissioner Hale stated that the issue was security and access, and that he was concerned about increasing the cost for services.

Commissioner Fleming suggested that the Board discuss the issue at another meeting after further research had been completed.

Commissioner Fleming left the meeting at 8:06 p.m.

Chairman Gamble asked about Fire Rescue access to the network. Public Safety Director James Sommers replied that a member of his staff had been given access in the past, but that access had been removed due to security concerns.

Mr. Tim White, Fire Rescue IT staff, stated that much of Fire Rescue's data was held outside of the County. He added that simple hardware or printer issues could be fixed by IT staff within the County, but network access was controlled by the Clerk's Office due to security risks.

Commissioner Fleming returned to the meeting at 8:08 p.m.

Chairman Gamble asked when Mr. White had lost his network access. Mr. White replied that it was two or three years ago.

Chairman Gamble noted that access was restricted by the former Clerk's IT director, who was now working for the County. The Chairman found it interesting that the former Clerk's IT director now wanted access to the same network that he had denied to other County staff when he worked for the Clerk.

Commissioner Sessions stated that accountability and security was the issue, and the Board needed to research the issue further before making a decision.

Chairman Gamble asked if there was a need that must be addressed in order to give a direction to the Clerk and County Administrator.

Chief Sommers stated that the issue had nothing to do with current Clerk's staff, but of a need for more IT employees. He added that the various County departments would only increase their reliance upon computer and technology.

Commissioner Richardson stated that the Clerk's Office would still need a third employee due to the addition of laptops with the Sheriff's Office and other offices. He again recommended that the County and Clerk come up with a solution.

County Administrator Harris stated that he would return to the Board with expenses and solutions. He discussed benefits of upgraded service for his own dedicated staff. County

November 7, 2017
Regular Board Meeting
Judicial Annex Building
Live Oak, Florida

Administrator Harris asked for a legal interpretation as to who was responsible for the County's IT services. County Attorney Prevatt replied that the County was ultimately responsible for its electronic data and services. He added that if the County decided to continue using the Clerk's Office for IT support, there needed to be an official agreement between the County and Clerk.

Discussion ensued on liability for data and IT services.

Clerk Baker stated that the present Board was one of the best boards he had worked with, and his office would continue to work with the Board in whatever capacity they required. He added for the record that Vance Baker, despite his last name, was not kin, and suggested that he be allowed to provide solutions and cost estimates due to his experience. Clerk Baker again noted that IT services were ultimately the Board's decision.

The Board agreed to have County Administrator Harris work with Clerk Baker and Mr. Baker to provide various solutions for the County's IT-related services.

County Administrator Harris noted that the Board had previously taken action to adopt an agreement with CSX for the railroad spur contingent upon review by the County Attorney and grant administrators, and the agreement had been provided for signing tonight. He stated that the signed agreement also required a check for \$775,246 issued to CSX from the Clerk's Finance Department.

The twenty-eighth item on the agenda was Additional Agenda Items.

There were none.

The twenty-ninth 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 was one public comment:

Mr. John Koch discussed traffic concerns around the Branford schools. He asked that the County request a safety study by the Department of Transportation that would then be submitted to the School Board for mitigation. The location in question was where Branford Elementary joined County Road 247, and Mr. Koch discussed the traffic problem in detail.

Chairman Gamble mentioned that schools in Live Oak were also suffering from traffic congestion, and noted the upcoming Veterans' Day parade to be held on November 11.

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

County Administrator Harris reminded the Board of its decision last year to allow its employees off at noon on the Wednesday before Thanksgiving. He noted that the next regular meeting would be on November 29, which had been approved during the consent agenda. County Administrator Harris thanked those who had participated in cleanup after Hurricane Irma and that a letter would be sent out in the near future to that effect. He also asked the Board for permission to alter lighting from the US 90/I-10 interchange to the CR 136/I-75 interchange.

The Board agreed by consensus to allow County Administrator Harris to request that the DOT shift lighting work to the CR 136/I-75 interchange.

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

Commissioner Richardson discussed proposed work on the Greenway Trail around Branford, and noted that he would be informing the Town of Branford of the work.

November 7, 2017
Regular Board Meeting
Judicial Annex Building
Live Oak, Florida

Commissioner Fleming had nothing to discuss.

Commissioner Hale thanked the County employees for their hard work.

Commissioner Sessions discussed the Veterans' Day parade.

Chairman Gamble reminded the public of the date change for the second meeting in November.

INFORMATIONAL ITEMS:

The thirty-second item on the agenda was to notify the Board of an emergency bid to replace the boiler at the Suwannee County Jail. No action was required by the Board.

The thirty-third item on the agenda was to notify the Board of an emergency repair to the flume located at the Suwannee County Landfill in the amount of \$6,800.00. No action was required by the Board.

The thirty-fourth item on the agenda was to notify the Board of an emergency repair to the dragline clutch in the amount of \$2,750.00. No action was required by the Board.

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 8:40 p.m.

ATTEST:

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

RICKY GAMBLE, CHAIRMAN
SUWANNEE COUNTY BOARD OF
OF COUNTY COMMISSIONERS