

BOARD OF COUNTY COMMISSIONERS OF BRADFORD, COUNTY

December 6, 2021

9:30 A.M.

Bradford County Courthouse

945 North Temple Avenue

Starke, Florida 32091

MEETING MINUTES

PRESENT: Commissioner District 3 – Chair Joseph C. Dougherty
Commissioner District 4 – Vice Chair Danny Riddick
Commissioner District 1 – Carolyn Spooner
Commissioner District 2 – Kenny Thompson
Commissioner District 5 – Diane Andrews

STAFF MEMBERS IN ATTENDANCE: County Manager/County Attorney Will Sexton; Executive Assistant Alyssa Winston; Chief Deputy Clerk Rachel Rhoden; Finance Director Dana LaFollette; Sheriff Gordon Smith; Col. Brad Smith; Emergency Medical Services Rescue Chief Dylan Rodgers; Fire Chief Ben Carter; Zoning Director Randy Andrew; Senior Center Director Diane Gaskins; Library Director Robert Perone; Community Development Director Kelley Canady; Solid Waste Director Bennie Jackson; VA Officer Barbara Fischer; Ag/Extension Director Samara Purvis; and Public Works Director Jason Dodds.

CALL TO ORDER: Chair Dougherty called the meeting to order at 9:30 A.M.

1. BOARD REORGANIZATION:

A. ELECTION OF CHAIRPERSON

It was **MOVED** by **COMMISSIONER THOMPSON** and **SECONDED** by **COMMISSIONER ANDREWS** TO **APPOINT COMMISSIONER CHRIS DOUGHERTY AS CHAIRPERSON.**

DISCUSSION:

- Point in which changes are made to the board reorganization.

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye

Vice Chair Diane Andrews: Aye

Commissioner Spooner: Aye

Commissioner Thompson: Aye

Commissioner Riddick: Aye

THE MOTION CARRIED 5-0

B. ELECTION OF VICE-CHAIRPERSON

It was **MOVED** by **VICE CHAIR RIDDICK** and **SECONDED** by **COMMISSIONER THOMPSON** TO **APPOINT COMMISSIONER DIANE ANDREWS AS VICE-CHAIRPERSON.**

DISCUSSION: No discussion.

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye
Vice Chair Riddick: Aye
Commissioner Diane Andrews: Aye
Commissioner Spooner: Aye
Commissioner Thompson: Aye

THE MOTION CARRIED 5-0

2. PUBLIC COMMENTS ([cards](#)):

- Paul Still ([backup documentation provided by Paul Still](#))

(Chair Dougherty deviated from order of the agenda to address items under Clerk Reports 9(A) – 9(G)).

9. PRESENTATION OF FISCAL YEAR (FY) 2021-2022 [BUDGET AMENDMENTS](#) AND RESOLUTIONS – FINANCE DIRECTOR DANA LAFOLLETTE

A. ADOPTION OF FISCAL YEAR 2020/2021 BUDGET AMENDMENTS.

Ms. LaFollette [presented](#) budget amendments and resolutions for FY 2020/2021. Ms. LaFollette advised that the presented budget amendments will not cause an increase to the overall budget.

It was MOVED by COMMISSIONER THOMPSON and SECONDED by COMMISSIONER RIDDICK to APPROVE FY 20-21 BUDGET AMENDMENTS AS PRESENTED.

DISCUSSION: No discussion.

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye
Vice Chair Andrews - Aye
Commissioner Spooner: Aye
Commissioner Thompson: Aye
Commissioner Riddick - Aye

THE MOTION CARRIED 5-0

Ms. LaFollette presented the following resolution regarding the Supervisor of Elections Federal Elections Security Grant.

B. A RESOLUTION ([Resolution No. 2021-44](#)) OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA APPROVING A \$19,164.00 INCREASE IN REVENUE AND EXPENDITURES IN THE GENERAL FUND.

It was MOVED by COMMISSIONER RIDDICK and SECONDED by VICE CHAIR ANDREWS to APPROVE THE RESOLUTION AS READ.

DISCUSSION: No discussion.

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye
Vice Chair Andrews - Aye
Commissioner Spooner: Aye
Commissioner Thompson: Aye
Commissioner Riddick - Aye

THE MOTION CARRIED 5-0

Ms. LaFollette presented the following resolution regarding the Emergency Management Emergency Operations Center Grant.

C. A RESOLUTION ([Resolution No. 2021-45](#)) OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA APPROVING A \$46,915.00 INCREASE IN REVENUE AND EXPENDITURES IN THE GENERAL FUND.

It was MOVED by COMMISSIONER THOMPSON and SECONDED by VICE CHAIR ANDREWS to APPROVE THE RESOLUTION AS READ.

DISCUSSION: No discussion.

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye
Vice Chair Andrews - Aye
Commissioner Spooner: Aye
Commissioner Thompson: Aye
Commissioner Riddick - Aye

THE MOTION CARRIED 5-0

Ms. LaFollette presented the following resolution regarding the Public Works – Transportation SCOP Grant (S.E. 49th – S.E. 92nd – C.R. 18)

D. A RESOLUTION ([Resolution No. 2021-46](#)) OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA APPROVING A \$98,541.50 INCREASE IN REVENUE AND EXPENDITURES IN THE ROAD DEPARTMENT.

It was MOVED by COMMISSIONER SPOONER and SECONDED by COMMISSIONER RIDDICK to APPROVE THE RESOLUTION AS READ.

DISCUSSION: No discussion.

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye
Vice Chair Andrews - Aye
Commissioner Spooner: Aye
Commissioner Thompson: Aye
Commissioner Riddick - Aye

THE MOTION CARRIED 5-0

Ms. LaFollette presented the following resolution regarding the CARES Funding Grant.

- E. A RESOLUTION ([Resolution No. 2021-47](#)) OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA AMENDING THE PREVIOUSLY-ADOPTED BUDGET FOR FISCAL YEAR 2020-2021 TO ACCOUNT FOR (1) INCREASED REVENUES AND EXPENDITURES OF \$1,741,243.01 IN THE CARES FUND; AND (2) INCREASED REVENUES IN THE FIRE RESCUE FUND; ALL OF WHICH ARE BASED UPON UNANTICIPATED REVENUE RESULTING FROM CARES ACT ALLOCATIONS; PROVIDING DIRECTION TO STAFF; AND PROVIDING AN EFFECTIVE DATE.**

It was MOVED by COMMISSIONER RIDDICK and SECONDED by VICE CHAIR ANDREWS to APPROVE THE RESOLUTION AS READ.

DISCUSSION: No discussion.

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye
Vice Chair Andrews - Aye
Commissioner Spooner: Aye
Commissioner Thompson: Aye
Commissioner Riddick - Aye

THE MOTION CARRIED 5-0

Ms. LaFollette presented the following resolution regarding Fire Rescue EMT Ambulance Services Fees.

- F. A RESOLUTION ([Resolution No. 2021-48](#)) OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA APPROVING A \$741,285.47 INCREASE IN REVENUE AND EXPENDITURES IN THE FIRE RESCUE FUND.**

It was MOVED by VICE CHAIR ANDREWS and SECONDED by COMMISSIONER THOMPSON to APPROVE THE RESOLUTION AS READ.

DISCUSSION: No discussion.

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye
Vice Chair Andrews - Aye
Commissioner Spooner: Aye
Commissioner Thompson: Aye
Commissioner Riddick - Aye

THE MOTION CARRIED 5-0

G. A RESOLUTION ([Resolution No. 2021-49](#)) OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA APPROVING AN \$84,750.00 INCREASE IN REVENUE AND EXPENDITURES IN THE FIRE RESCUE FUND.

Ms. LaFollette presented the following resolution regarding the Fire Rescue State Grant.

It was MOVED by COMMISSIONER THOMPSON and SECONDED by COMMISSIONER SPOONER to APPROVE THE RESOLUTION AS READ.

DISCUSSION:

- County match on grant.

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye
Vice Chair Andrews - Aye
Commissioner Spooner: Aye
Commissioner Thompson: Aye
Commissioner Riddick - Aye

THE MOTION CARRIED 5-0

3. BRADFORD COUNTY SPORTS, INC. – FISCAL YEAR 2021/2022 BUDGET REQUEST – TYLER ORTON.

President of Bradford County Sports, Inc. Tyler Orton presented a [Donation/Funding Request Application](#) for Board approval.

It was MOVED by COMMISSIONER RIDDICK and SECONDED by COMMISSIONER THOMPSON TO APPROVE \$5,000.00 FOR THE BRADFORD COUNTY SPORTS, INC.

DISCUSSION:

- Notification and procedure process concerning recreation funding.

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye
Vice Chair Andrews - Aye
Commissioner Spooner: Aye
Commissioner Thompson: Aye
Commissioner Riddick - Aye

THE MOTION CARRIED 5-0

4. APPROVAL OF CONSENT AGENDA ITEMS:

- A. **APPROVAL OF: A RESOLUTION ([Resolution No. 2021-43](#)) OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA CONFIRMING PROCLAMATIONS OF A LOCAL STATE OF EMERGENCY IN BRADFORD COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.**
- B. **[APPROVAL OF](#): MEDICAL DIRECTOR EMPLOYMENT AGREEMENT BETWEEN THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA AND DR. MATTHEW ODOM.**
- C. **[APPROVAL OF](#): MEMORANDUM OF AGREEMENT BETWEEN THE FLORIDA DEPARTMENT OF CORRECTIONS AND BRADFORD COUNTY FIRE RESCUE FOR FIRE RESCUE SUPPORT AT FLORIDA STATE PRISON.**
- D. **[APPROVAL OF](#): BRADFORD COUNTY TITLE VI NONDISCRIMINATION POLICY**
- E. **APPROVAL OF: BRADFORD COUNTY TITLE VI NONDISCRIMINATION ASSURANCE**
- F. **[APPROVAL OF](#): BOARD OF COUNTY COMMISSIONER MEETING MINUTES – OCTOBER 21, 2021.**
- G. **[APPROVAL OF](#): BOARD OF COUNTY COMMISSIONERS MEETING MINUTES – NOVEMBER 1, 2021.**
- H. **[APPROVAL OF](#): SURPLUS PROPERTY INVENTORY LIST (DESIGNATION OF CERTAIN PROPERTY AS SURPLUS).**
- I. **[APPROVAL OF](#): SMARTCOP INVOICE NO. SCIMN0000099 IN THE AMOUNT OF \$1,548.29 FOR ANNUAL MAINTENANCE FOR LAWTEY POLICE DEPARTMENT (IGCF APPROVED 11/23/2021).**
- J. **APPROVAL OF: UPDATED GRANT AGREEMENT MATERIALS FOR BRADFORD COUNTY EMERGENCY MANAGEMENT GRANTS [S17-21-03-04](#), [S17-21-03-05](#), [S17-21-03-06](#), [S17-21-03-07](#), AND [21-04-02](#).**
- K. **APPROVAL OF: INTERLOCAL AGREEMENT BETWEEN SUWANNEE RIVER WATER MANAGEMENT DISTRICT AND BRADFORD COUNTY, FLORIDA AND THE CITY OF STARKE, FLORIDA.**
- L. **[APPROVAL OF](#): SATISFACTION OF MORTGAGES ON SHIP – PURCHASE/REHABILITATION – L. WILSON.**
- M. **[APPROVAL OF](#): LETTER OF AGREEMENT BETWEEN THE BOARD OF COUNTY COMMISSIONERS AND UNITED HEALTHCARE FOR PARTICIPATION IN SECTION 438.6 COMPENSATION/REIMBURSEMENT PROGRAM.**

N. APPROVAL OF: SCRIVENERS ERROR CORRECTION TO RESOLUTION 2021-29: A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA ADOPTING AND ESTABLISHING TRAVEL AND PER DIEM RATES; RESCINDING RESOLUTIONS 2003-18 AND 2005-24; PROVIDING DIRECTION TO STAFF; AND PROVIDING AN EFFECTIVE DATE.

It was MOVED by COMMISSIONER RIDDICK and SECONDED by COMMISSIONER THOMPSON to APPROVE THE CONSENT AGENDA.

DISCUSSION:

- Purpose of Interlocal Agreement between Suwannee River Water Management District, Bradford County, and the City of Starke.

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye

Vice Chair Andrews - Aye

Commissioner Spooner: Aye

Commissioner Thompson: Aye

Commissioner Riddick - Aye

THE MOTION CARRIED 5-0

5. COUNTY ATTORNEY REPORTS – WILLIAM E. SEXTON, COUNTY ATTORNEY

Mr. Sexton stated that Department Heads will continue to provide monthly reports during the morning board meetings utilizing a template created by his office. (Expenditure reports submitted to the Board were not provided to the Clerk for inclusion into the record).

A. REPORT AND UPDATE ON FISCAL YEAR 2021/2022 EXPENDITURES OF BOARD SUPERVISED DEPARTMENTS:

i. UF/IFAS AGRICULTURE EXTENSION

Director Samara Purvis reported that her department has expended 12% of its budget. Expenses include salaries and operating costs.

DISCUSSION: No discussion.

Mr. Sexton advised the Board that the target for departments to stay within budget for this month would be less than or equal to 16% thus expending about 8% of their annual budget per month. Mr. Sexton noted that there may be discrepancies to where all of one kind of expense is taken during the first month which may skew the department monthly percentage - those situations will be identified during monthly expenditure report presentations.

ii. BUILDING DEPARTMENT

On behalf of Director Rod Crawford, who was not present, Mr. Sexton reported that other than fuel, Mr. Crawford has not made any expenditures and has expended 11% of his budget.

DISCUSSION: No discussion.

iii. COMMUNITY DEVELOPMENT

Director Kelly Canady reported that her department has expended 4% of demo/replacement projects and 13% of salaries.

DISCUSSION: No discussion.

iv. FIRE RESCUE

On behalf of Director Allen Parrish, who was not present, Fire Chief Ben Carter advised that he did not have an expenditure report to share.

DISCUSSION: No discussion.

v. LIBRARY

Director Robert Perone reported on active programs and that his department has expended 8% of its budget between all three library budgets.

DISCUSSION: No discussion.

vi. PUBLIC WORKS

Director Jason Dodds reported the following expenditure percentages:

- County Custodians/Maintenance has expended 15% of its budget. Mr. Sexton noted challenges with respect to the County Custodians/Maintenance tracking expenditures and commended their efforts to stay within budget;
- Solid Waste has expended 11% of its budget;
- Mosquito Control has expended 4% of its budget; and
- Transportation has expended 18% of its budget. Mr. Dodds advised that he is over in Transportation due to: (1) Fuel increases; (2) All of auto and building liability insurance expenses taken out for the year; and (3) Emergency purchase for a tire changing machine.

DISCUSSION:

- Purpose of a tire changing machine.

vii. SENIOR CENTER

Director Diane Gaskins reported that her department has expended 12% of its budget.

DISCUSSION: No discussion.

viii. VETERAN'S AFFAIRS

Director Barbara Fischer reported that her office has expended 13% of its budget; travel and per diem is at 18% due to scheduled conferences.

DISCUSSION: No discussion.

ix. ZONING

Director Randy Andrews reported that his department has expended 11% of its budget which consists mostly of salaries and advertisements.

DISCUSSION: No discussion.

B. BOARD CONSIDERATION OF PURCHASES IN EXCESS OF \$2,500.00.

Mr. Sexton reminded the Board of his commitment to bring purchases in excess of \$2,500.00 before the Board during their scheduled meetings. Mr. Sexton presented the following purchases in excess of \$2,500.00.

- i. INFORMATION TECHNOLOGY: APPROVAL OF: PURCHASE OF MICROSOFT OFFICE PROFESSIONAL PLUS 2021 IN THE AMOUNT OF \$3,781.90 (STATE CONTRACT NO.: 43230000-15-02).**

Mr. Sexton advised that this expenditure is for renewal of a license for Microsoft Office.

DISCUSSION: No discussion.

No Board objection expressed with this expenditure.

- ii. FIRE RESCUE: APPROVAL OF: PURCHASE OF A SP 777EWXT SPREADER TOOL AND ACCESSORIES IN THE AMOUNT OF \$10,650.00.**

Mr. Sexton advised that this expenditure is a Jaws of Life piece of equipment obtained at a reduced price. Mr. Carter further explained the purpose for the equipment.

DISCUSSION: No discussion.

No Board objection expressed with this expenditure.

- iii. FIRE RESCUE: APPROVAL OF: PURCHASE OF SIX (6), 430 SERIES SECTIONAL DOORS FOR MEDIC 1/FIRE RESCUE STATION 60 (BRADFORD COUNTY FIRE RESCUE HEADQUARTERS/COURTHOUSE) IN AN AMOUNT NOT TO EXCEED \$24,895.00.**

Mr. Sexton advised that this expenditure would replace the doors that secure the Fire Rescue headquarters. Chief Rodgers explained that the quote of \$24,895.00 would be used as a not to exceed amount and that he is in the process of obtaining additional quotes.

DISCUSSION:

- Purpose of replacing doors.

No Board objection expressed with this expenditure.

iv. FIRE RESCUE: PRESENTATION OF EMERGENCY PURCHASE: REQUIRED REPAIRS TO AN IN-SERVICE AMBULANCE IN THE AMOUNT OF 5,724.00.

Mr. Sexton advised the Board of an emergency purchase he authorized for repair of an in-service ambulance unit.

DISCUSSION:

- Future vehicle replacements.

No Board objection expressed with this expenditure.

v. FIRE RESCUE: PRESENTATION OF EMERGENCY PURCHASE: VEHICLE TOPPER/EQUIPMENT SYSTEM FOR QUICK RESPONSE VEHICLE TO CARRY EXTRICATION AND FIREFIGHTING EQUIPMENT IN THE AMOUNT OF \$5,271.00.

Mr. Carter advised that this topper/slide out system will help protect emergency tools and equipment located in the bed of their truck. Emergency purchase was made off a State Contract; build time is 8-10 weeks.

DISCUSSION:

- Benefits of topper/slide out system.

No Board objection expressed with this expenditure.

vi. PUBLIC WORKS: APPROVAL OF: PURCHASE OF ITR RAILS AND HARDWARE IN THE AMOUNT OF \$3,452.60.

Mr. Dodds advised that this expenditure is for parts to repair the track rail system on a 75-G excavator. Repairs will be performed in-house.

DISCUSSION: No discussion.

No Board objection expressed with this expenditure.

vii. PRESENTATION OF EMERGENCY PURCHASE: APPROVAL OF: PURCHASE OF MATCO TIRE CHANGING MACHINE IN THE AMOUNT OF \$3,199.98.

Mr. Sexton advised the Board that the purpose of this emergency purchase was to replace a broken tire changing machine and that by doing so it saved the county money from having to outsource the work.

DISCUSSION: No discussion.

No Board objection expressed with this expenditure.

C. REPORT AND UPDATE ON PENDING MATTERS:

i. ADJUSTMENTS (IF ANY) TO 2022 BOARD/COMMITTEE APPOINTMENTS.

Mr. Sexton presented appointments and sought direction on adjusting committee assignments.

DISCUSSION:

- Boards that require Chairperson to serve and potential changes.
- Boards with limited involvement from a County Commissioner.

ii. TENTATIVE SCHEDULING FOR 2022 BOARD OF COUNTY COMMISSIONERS HOLIDAYS.

Mr. Sexton presented a tentative holiday schedule for calendar year 2022.

DISCUSSION: No discussion.

iii. TENTATIVE SCHEDULING FOR 2022 BOARD OF COUNTY COMMISSIONERS MEETINGS.

Mr. Sexton presented a tentative schedule for commission meeting dates in calendar year 2022. Mr. Sexton advised the Board, at the Clerk's Office request, that it prepares budget resolutions for presentation in late November, and as such the Clerk's Office may request that a late November meeting be scheduled. Mr. Sexton advised the Board that proposed meeting schedule cancels the late meeting in November due to a scheduled FAC Legislative Conference.

DISCUSSION:

- Evaluate the need to schedule a late November 2022 meeting when it gets closer.

iv. TENTATIVE SCHEDULING FOR 2022/2023 BUDGET/TRIM PROCESS AND MEETINGS.

Mr. Sexton presented a 2022/2023 budget/trim timeline developed by the Clerk's Office.

DISCUSSION:

- Schedule workshops between January and May.
- Disseminate schedule to other interested parties.

v. UPDATE ON AND REQUEST FOR BOARD OF COUNTY COMMISSIONERS CONSIDERATION AND INPUT ON STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION GRANT PROJECTS FOR 2026 CYCLE.

Mr. Sexton advised the Board that at its meeting on December 16th, he will ask the Board to approve a submission of three projects to FDOT for the 2026 cycle. Mr. Sexton stated that the three projects submitted last year were not

funded and that one option for the Board to consider is to resubmit the same three projects or to have Mr. Dodds evaluate other roads for consideration.

vi. REQUEST FOR BOARD OF COUNTY COMMISSIONERS APPOINTMENT OF CITIZEN REPRESENTATIVE ON VALUE ADJUSTMENT BOARD FOR 2022.

Mr. Sexton advised the Board that at its meeting on December 16th, he will ask the Board to appoint a citizen representative on the Value Adjustment Board.

vii. CONSIDER REQUEST BY NORTH FLORIDA REGIONAL CHAMBER OF COMMERCE (NFRCC) TO INCREASE ADMINISTRATIVE/STAFF SUPPORT FEES FOR BRADFORD COUNTY TOURIST DEVELOPMENT COUNCIL (TDC) FROM \$15,000.00 TO \$18,000.00 PER YEAR (RECOMMENDED BY TDC).

Mr. Sexton presented a request from Pam Whittle with the NFRCC for a staff salary increase. Mr. Sexton advised the Board that TDC currently pays the NFRCC \$1,250.00 per month for support services.

It was MOVED by VICE CHAIR ANDREWS and SECONDED by COMMISSIONER THOMPSON TO CONSIDER THE REQUEST BY THE NFRCC TO INCREASE ADMINISTRATIVE/STAFF SUPPORT FEES FOR BRADFORD COUNTY TDC FROM \$15,000.00 TO \$18,000.00 PER YEAR, RECOMMENDED BY TDC.

DISCUSSION: No discussion.

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye
Vice Chair Andrews - Aye
Commissioner Spooner: Aye
Commissioner Thompson: Aye
Commissioner Riddick - Aye

THE MOTION CARRIED 5-0

viii. CONSIDER REQUEST BY AARON GRIFFIS TO ACCEPT \$5,000.00 AS SETTLEMENT FOR OUTSTANDING HCRA MEDICAL BILLS AND OTHER, RELATED EXPENSES.

Mr. Sexton advised the Board that Bradford County pays for medical bills incurred by out of county hospitals for Bradford County residents who are determined indigent as required by Florida law under the Health Care Reform Act (HCRA). Mr. Sexton reported that the Board expended in excess of \$34,000.00 on medical bills for Aaron Griffis under HCRA, and that typically the County does not collect or receive reimbursement from these claims; however, in the case of Aaron Griffis he received a personal injury settlement for which Bradford County is entitled to \$5,000.00 of the \$100,000.00 settlement.

It was MOVED by COMMISSIONER RIDDICK and SECONDED by COMMISSIONER THOMPSON to APPROVE REQUEST BY AARON GRIFFIS TO ACCEPT \$5,000.00 AS SETTLEMENT FOR OUTSTANDING HCRA MEDICAL BILLS AND OTHER, RELATED EXPENSES.

DISCUSSION:

- Board expenses related to Aaron Griffis.
- Purpose of HCRA.

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye
Vice Chair Andrews - Aye
Commissioner Spooner: Aye
Commissioner Thompson: Aye
Commissioner Riddick - Aye

THE MOTION CARRIED 5-0

- ix. APPROVAL OF QUIT CLAIM DEED TRANSFERRING OWNERSHIP OF PARCEL 00072-0-00200 (FORMER NEW RIVER VOLUNTEER FIRE DEPARTMENT PROPERTY) FROM BOARD OF COUNTY COMMISSIONERS TO BARBARA A. MOSLEY AND GAYLE MANNING.**

Mr. Sexton advised the Board that parcel 0072-0-00200 was donated to the County in 1970 with a reversion clause stating that if the property ever ceases to be used as a fire station it would revert back to original ownership, or surviving heirs. Mr. Sexton informed the Board that the property is not being used as a fire station and recommends the transfer of ownership.

It was MOVED by COMMISSIONER SPOONER and SECONDED by VICE CHAIR ANDREWS to APPROVE QUIT CLAIM DEED TRANSFERRING OWNERSHIP OF PARCEL 00072-0-00200 (FORMER NEW RIVER VOLUNTEER FIRE DEPARTMENT PROPERTY) FROM BOARD OF COUNTY COMMISSIONERS TO BARBARA A. MOSLEY AND GAYLE MANNING.

DISCUSSION: No discussion

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye
Vice Chair Andrews - Aye
Commissioner Spooner: Aye
Commissioner Thompson: Aye
Commissioner Riddick - Aye

THE MOTION CARRIED 5-0

- x. BOARD OF COUNTY COMMISSIONERS OFFICE HOURS UPDATE.**

Mr. Sexton advised the Board of the following department changes:

- Solid Waste Collection Sites will be closed on Friday, December 24th; Saturday, December 25th; and Saturday, January 1st.

- Library hours: Monday, December 20th thru Thursday, December 23rd will be open 8 AM to 5 PM; closed Friday, December 24th and Monday, December 27; Tuesday, December 28th thru Thursday, December 30th will be open 8 AM to 5 PM; closed Friday, December 31st.
- Building and Zoning Permanent Adjustment as follows: Monday – Thursday from 8 AM to 12 PM and 12:30 PM – 4:30 PM; Fridays 8 AM to 1:30 PM.

DISCUSSION: No discussion.

xi. APPROVAL OF EXTENSION FOR GRANT AGREEMENT NO. D0144 WITH STATE OF FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY (FDEO) FOR ENVIRONMENTAL ASSESSMENT AT KEYSTONE HEIGHTS AIRPORT.

Mr. Sexton reported that FDEO requested that Bradford County submit a letter requesting an extension on a \$300,000.00 Rural Infrastructure Grant project that will fund an environmental assessment at the Keystone Airport. Mr. Sexton advised the Board that this project has been delayed because Bradford County is waiting for a response to submissions provided to the Federal Aviation Administration, the agency that oversees the Keystone Airport.

DISCUSSION: No discussion.

It was MOVED by VICE CHAIR ANDREWS and SECONDED by COMMISSIONER THOMPSON to APPROVE AN EXTENSION FOR GRANT AGREEMENT NO. D0144 WITH STATE OF FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR ENVIRONMENTAL ASSESSMENT AT KEYSTONE HEIGHTS AIRPORT.

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye

Vice Chair Andrews - Aye

Commissioner Spooner: Aye

Commissioner Thompson: Aye

Commissioner Riddick - Aye

THE MOTION CARRIED 5-0

Mr. Sexton reported on the following matters not on the agenda:

- Mr. Sexton advised the Board of a Florida law that requires counties to appoint a Local Technology Planning Team. He reminded the Board that it previously designated Chair Dougherty as Bradford County's champion for broadband issues. Mr. Sexton stated that he provided the Board with an explanation (document not provided to the Clerk for inclusion into the record) of the Local Technology Planning Team and suggested team members. He requested that if the Board has different suggestions for team members that they share it with him.

DISCUSSION: No discussion.

- **EMERGENCY ITEM**: APPROVE SETTLEMENT PAYOUT FORMS WITH NATIONAL JANSSEN AND NATIONAL DISTRIBUTOR SETTLEMENT WITH MCKESSON CORPORATION, CARDINAL HEALTH, INC. AND AMERISOURCEBERGEN CORPORATION FOR PARTICIPATION IN OPIOID SETTLEMENT PAYOUT FORMS.

Mr. Sexton advised the Board that it must approve settlement forms with National Janssen and National Distributor Settlement with McKesson Corporation, Cardinal Health, Inc. and AmerisourceBergen Corporation for them to submit, on behalf of Bradford County, claims for participation in two opioid settlements.

It was MOVED by COMMISSIONER SPOONER and SECONDED by COMMISSIONER RIDDICK to DECLARE ITEM AS AN EMERGENCY.

DISCUSSION: No discussion.

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye
Vice Chair Andrews - Aye
Commissioner Spooner: Aye
Commissioner Thompson: Aye
Commissioner Riddick - Aye

THE MOTION CARRIED 5-0

It was MOVED by COMMISSIONER SPOONER and SECONDED by VICE CHAIR ANDREWS to APPROVE THE EMERGENCY ITEM.

DISCUSSION: No discussion.

Chair Dougherty Conducted a Roll-Call Vote:

Chair Dougherty: Aye
Vice Chair Andrews - Aye
Commissioner Spooner: Aye
Commissioner Thompson: Aye
Commissioner Riddick - Aye

THE MOTION CARRIED 5-0

6. PUBLIC WORKS REPORT – JASON DODDS, PUBLIC WORKS DIRECTOR

Mr. Dodds reported that the Florida Department of Transportation's (FDOT) contractor DBI, who provides right-of-way maintenance and maintenance of traffic (MOT) along state roads in Bradford County, has gone bankrupt. Mr. Dodds stated that FDOT has not yet hired a new contractor and as such Bradford County Public Works and the Sheriff's Office have been providing MOT services after an accident on state roads within Bradford County which has caused an additional workload and expense to county operations. Mr. Dodds advised that he will attempt to seek reimbursement from FDOT for MOT services provided by Bradford County.

DISCUSSION:

- FDOT bidding for contractor; existing FDOT contractors to provide services.

7. FIRE RESCUE REPORT – ALLEN PARRISH, FIRE RESCUE DIRECTOR

A. PRESENTATION ON PROPOSED APPLICATIONS FOR ASSISTANCE TO FIREFIGHTER GRANTS (AFG) AND REQUEST FOR APPROVAL OF: (1) APPLICATION AS PROPOSED; AND (2) RELATED BRADFORD COUNTY MATCHING FUNDS.

Mr. Carter presented the Board with an AFG grant proposal for consideration and discussion. Mr. Carter stated that the AFG grant funds, if awarded, would purchase a new frontline truck, commercial cab, and needed equipment to outfit the truck. Mr. Carter advised that he would like to set a not to exceed funding request of \$500,000.00 with a county match of \$50,000.00 in the AFG application. Mr. Carter further advised the Board of the need to replace Fire Rescue's aging fleet.

Mr. Sexton advised the Board that the \$50,000.00 county match is not in the existing Fire Rescue budget and as such staff is seeking permission from the Board to apply with the understanding that if Bradford County is awarded the grant the county match would come from the general fund.

Mr. Carter advised the Board that he has a conference call scheduled with the AFG grant reviews to discuss ways to improve his application for consideration and that the application deadline is December 17, 2021.

DISCUSSION:

- Location of new truck; new arrangement of existing truck locations.
- Interest expressed in applying for the AFG grant.
- Other options to replace aging fleet.
- Approximate surplus value from sale of emergency vehicles; surplus value used to off-set cost of new equipment.
- Concerns expressed regarding the county's financial situation.
- Reserve apparatus located in Brooker.

The Board was in consensus to allow staff to apply for the AFG grant as presented.

B. PRESENTATION ON STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT AND REQUEST FOR APPROVAL OF: (1) APPLICATION CONCEPT; AND (2) RELATED BRADFORD COUNTY STAFFING AND FUNDING OBLIGATIONS.

Mr. Carter presented a [PowerPoint](#) outlining the background, goals, and requirements of a SAFER grant. Mr. Carter reported on current fire operations and how it compares to NFP 1710 standards. Mr. Carter advised that the SAFER grant application period for 2021-2022 is not yet open; he reported on typical responsibilities and cost share requirements from an applicant based on past application cycles. Mr. Carter discussed Fire Rescues goal for increasing staff coverage through a SAFER grant.

Mr. Carter asked for direction from the Board on their desire for staff to pursue a SAFER grant.

DISCUSSION:

- Concerns expressed regarding staffing after the 3-year SAFER grant period ends due to non-reoccurring funding.
- Use of SAFER funds: Adding a third position to existing stations; staff a new station.
- Emergency staff trained for certain activities; fire and rescue.
- Other cost commitments that need to be addressed such as the Heilbronn Springs project and current Fire Rescue operations.
- Purpose of sharing SAFER grant information, specifically the cost commitment required from Bradford County to participate.
- Advertise new positions through the SAFER grant as a SAFER funded position; reapply when the SAFER grant term ends.
- Application period unknown; possibly late December or early January.
- Past SAFER grant application submittal from the Sheriff's Office - not funded.
- In-house staff versus a hired consultant to write a SAFER grant.

The Board was in consensus to continue discussing the SAFER grant.

In closing, Mr. Carter updated the Board on a past Nitro Rally event and accidents that took place on S.R. 100. Mr. Carter advised the Board that the emergency purchase presented earlier on the agenda in the amount of \$5,724.00 was for parts only; labor was provided by county employee Stuart.

SHERIFF REPORTS – GORDON SMITH, SHERIFF

A. PRESENTATION OF PROJECT STATUS AND PLANS FOR NEW EMERGENCY OPERATIONS CENTER – STATE FUNDED GRANT AGREEMENT BETWEEN THE BOARD OF COUNTY COMMISSIONERS AND THE STATE OF FLORIDA, DIVISION OF EMERGENCY MANAGEMENT (GRANT AGREEMENT NUMBER F0077) – BRAD WITT, EMERGENCY MANAGEMENT DIRECTOR.

Sheriff Smith presented an update concerning plans for the new Emergency Operations Center (EOC) and recommended that Bradford County continue completing the design phase of this project and hold off on other funding aspects concerning this project until Bradford County can determine how to maintain a new EOC.

In closing, Sheriff Smith reported on the passing Richard DeSue and Jim Gill; the Nitro Rally; and DBI going bankrupt.

DISCUSSION:

- Look into investment opportunities that bring in new revenue rather than new costs.

8. CLERK REPORTS – DENNY THOMPSON, CLERK (Report addressed earlier in the agenda.)

9. COMMISSIONER COMMENTS

Vice Chair Andrews:

- Reported receiving phone calls concerning speed bumps in Lincoln City.
 - Sheriff Smith responded that if the Board desires, he can perform a needs analysis but cautioned against the install of speed bumps due to slowing down emergency response vehicles.

Commissioner Spooner:

- Recommended that Bradford County and surrounding counties with more than 50,000 in population work together to improve chances for infrastructure.
- Requested that Public Works attempt to maintain canals during dormant season.
- Requested that Bradford County utilize the North Central Florida Planning Council for grant opportunities.
- Requested that Mr. Sexton move forward with redistricting at the next meeting.
- Requested moving forward with the strategic planning process.

10. CHAIR COMMENTS

- Develop a relationship between Bradford County and Clay County to encourage participation from Clay County concerning Bradford County's DEO jobs grant at the Keystone Airport.
- Presented a letter regarding speeding.

ADJOURN: There being no further business, the meeting adjourned at 11:57 A.M.

BOARD OF COUNTY COMMISSIONERS
BRADFORD COUNTY, FLORIDA



JOSEPH CHRIS DOUGHERTY, CHAIR

ATTEST: 

DENNY THOMPSON, CLERK TO THE BOARD

MINUTES PREPARED BY:



RACHEL RHODEN, CHIEF DEPUTY CLERK

Minutes approved by the BOCC during a scheduled meeting on January 3, 2022