

Liberty County, FL

Liberty County Board of County Commissioners

Minutes

Thursday, January 4, 2024 at 6:00 pm

**AGENDAS ARE POSTED ON THE BOARD'S WEBSITE AT
WWW.LIBERTYCOUNTYFL.ORG; ATTACHMENTS ARE PROVIDED TO
THE BOARD MEMBERS ONLY AND ARE AVAILABLE TO THE PUBLIC
UPON REQUEST.**

Meeting Location

Liberty County Courthouse - 10818 NW SR 20; Bristol, Florida 32321

Zoom link and Call in numbers

Join Zoom Meeting

<https://us02web.zoom.us/j/83126232546?pwd=NWZTSmlkMm1tWWREOHVaajdWdTZSQ09>

Meeting ID: 831 2623 2546

Passcode: 813992

Dial by phone: (305) 224-1968

1. Call to Order

Minutes:

- Chairwoman Hannah Causseaux called the meeting to order in person and via zoom at 6:00 P.M. Present at the meeting were Commissioners Dewayne Branch, Jim Johnson, Doyle Brown, Scott Phillips, Attorney Jennifer Shuler, Clerk Daniel Stanley and Deputy Clerk Joyce Barker.

2. Invocation

Minutes:

- Invocation led by Clerk Daniel Stanley

3. Pledge of Allegiance

Minutes:

- Pledge of Allegiance led by Commissioner Phillips

4. Audience Concerns

Minutes:

- There were no Audience Concerns

5. Awards and Recognitions

Minutes:

- Cecile Del Moral, Transportation Disadvantaged Specialist discussed rural County

COUNTY DEPARTMENT REPORTS

Monthly Department Briefing

- Brian Eddins – Fire Control Coordinator
 - ** Brian was not in attendance
- Marie Arick – Extension Director
 - ** Marie had no business to discuss
- Ben Guthrie – Mosquito/911 Director
 - ** Ben had no business to discuss
- Tommy Duggar Jr – Recreation Director
 - ** Tommy was not in attendance
- Melissa Peddie – Ambulance Director
 - ** Melissa was added to the agenda to discuss Resolution 2024-01 for EMS Ambulance Grant.
- Cole Maloy – Solid Waste Director
 - ** Cole had no business to discuss
- Boo Bryant – Road and Bridge Superintendent
 - ** Boo requested Board approval to purchase a tire machine for heavy equipment and approval to advertise to fill available positions, also disused obtaining quotes to purchase equipment. Motion to approve low quote from Bumper to Bumper in the amount of \$12,599.00 for tire machine made by Commissioner Johnson, second by Commissioner Brown, motion carried. Board agreed to approve Mr. Bryant to hire within budget.
- Monica Welles – Transit Director
 - ** Monica had no business to discuss
- Katie Matchkus – Housing Director
 - ** Katie was not in attendance
- Rhonda Lewis – Emergency Management Director
 - ** Rhonda had no business to discuss
- Teresa Stossel – Grants and Special Projects Coordinator
 - ** Teresa had no business to dicuss

ACTION ITEMS

6. Motion to Amend Agenda

Minutes:

Motion to amend agenda to add Melissa Peddie to discuss approval of Resolution 2024-01 for EMS Ambulance Grant, and Clerk Stanley to discuss water meters for Wayne Revell made by Commissioner Branch, second by Commissioner Johnson, motion carried.

7. Adoption of the Agenda

Minutes:

- Motion to approve Resolution 2024-01 for Ambulance Grant made by Commissioner Branch, second by Commissioner Johnson, motion carried.
- Clerk Stanley requested approval to pay Talquin Electric \$1,000.00 for two water meters for Wayne Revell. Motion to approve made by Commissioner Johnson, second by Commissioner Phillips, motion carried.
- Motion to adopt agenda as amended made by Commissioner Phillips, second by Commissioner Johnson, motion carried.

8. Motion to Approve Board Minutes

Minutes:

- Motion to approve minutes made by Commissioner Branch, second by Commissioner Brown, motion carried.

9. Motion for the Clerk to pay the bills

Minutes:

- Clerk Stanley informed the Board that there were around one thousand water refund checks cut. Motion to approve bills made by Commissioner Johnson, second by Commissioner Brown, motion carried.

10. Letters of Support

Minutes:

- There were no letters of support

11. Human Resource Management

Minutes:

- There were no new hires, no resignations, One retirement, Jeffery Patterson from Road and Bridge effective 1/10/2024. The Board discussed their call out policy and agreed that each department would handle their call outs. Board discussed hiring process for Emergency Management Director position due to Mrs. Lewis retiring. Motion made to advertise position and hire internally made by Commissioner Brown, second by Commissioner Johnson, motion carried. A special meeting will be held February 8, 2024, at 5:00pm for interview/hire.

12. Next month meeting schedule

Minutes:

- Board will review rental agreement January 12th at 9:00am.
- Telogia Creek Wildlife Management Stakeholder meeting January 10th.

13. Conexon Broadband grant award for Liberty County

Minutes:

- Leslye Krampe discussed Conexon overview partnership for fiber broadband/high speed internet. Leslye presented a packet to the Board for review.

14. Library Advisory Committee**Minutes:**

- Amy Miller, Northwest Regional Library requested Board appoint Fran Davis to fill vacant position. Motion to appoint Fran Davis made by Commissioner Branch, second by Commissioner Johnson, motion carried.

15. Board to appoint Commissioners to Canvassing Board**Minutes:**

- Motion to appoint Chairwoman Hannah Causseaux to canvassing Board and appoint Commissioner Doyle Brown as alternate made by Commissioner Johnson, second by Commissioner Branch, motion carried.
- Grant Conyers, Supervisor of Elections informed the Board he will return \$36,809.13 back to the Board due to receiving a grant.

16. Liberty County Land Development Code Alcohol Restrictions**Minutes:**

- Tony Arrant, County Planner and Jennifer Shuler, County Attorney discussed alcohol restrictions with the Board. They requested Board to give them specific language to use to prepare an ordinance. Clerk Stanley recommended the Board take a vote on whether the Attorney should prepare a resolution for the ballot and bring back before the Board. Motion for attorney to draft resolution made by Commissioner Johnson, second by Commissioner Branch, motion died.

17. Bid Awards**Minutes:**

- Item number 17 was tabled

18. Contract Awards**Minutes:**

- Motion to award Bentley Bluff Park Repairs in the amount of \$67,500.00 to Chief Construction LLC made by Commissioner Johnson, second by Commissioner Phillips, motion carried.
- Motion to award Hosford Park Court Construction to Chief Construction LLC in the amount of \$23,625.00 made by Commissioner Brown, second by Commissioner Johnson, motion carried.
- Motion to approve Courthouse agreement in the amount of \$374,657.42 made by Commissioner Johnson, second by Commissioner Phillips, motion carried
- Motion to extend contract with Cohesive Enterprise LLC made by Commissioner Johnson, second by Commissioner Phillips, motion carried.
- Motion to approve Website Maintenance contract with MuniCreative for \$4,800.00 made by Commissioner Johnson, second by Commissioner Branch, motion carried.

19. Board to consider Change Order #1 with Arris for Health Department Storage Building**Minutes:**

- Motion to approve change order increase in the amount of 5,845.45 made by Commissioner Johnson, second by Commissioner Branch, motion carried.

20. Board to consider pursuit of CR 12 drainage easements

Minutes:

- Noah Byler, Dewberry Engineering discussed County Road 12 drainage issues. Noah request approval to approach property owners for an easement to improve the drainage problem. Motion to approve made by Commissioner Johnson, second by Commissioner Branch, motion carried.

21. Board to approve surplus vehicles and equipment for auction

Minutes:

- Clerk Stanley informed the Board there are 30 items available for auction. Motion to approve made by Commissioner Johnson, second by Commissioner Branch, motion carried.

22. Board to consider liability insurance coverage for Veterans Memorial Railroad

Minutes:

- Clerk Stanley informed the Board that the Liability Insurance for the railroad is up for renewal in the amount of \$4,400.00. The Board has paid the insurance with the agreement that the Board would be reimbursed by the Railroad Board. Motion for Veterans Memorial Railroad to pay the County for the policy first made by Commissioner Phillips, second by Commissioner Branch, motion carried.

DISCUSSION ITEMS

23. Dewayne Branch, Commissioner - District 1

Minutes:

- Commissioner Branch inquired about the jail project and request Culpepper Construction and CRA work on getting the project within budget and come before the Board in February. Commissioner Branch requested Teresa Stossel Grants coordinator to reach out to the State concerning property for Rock Bluff Community Center project.

24. Hannah Causseaux, Chairwoman - District 2

Minutes:

- Chairwoman Causseaux had no business to discuss

25. Jim Johnson, Vice Chairman - District 3

Minutes:

- Commissioner Johnson requested a letter be sent to Florida Wildlife Commission concerning deer harvest numbers. Clerk Stanley will work with Commissioner Johnson to draft the letter.

26. Doyle Brown, Commissioner - District 4

Minutes:

- Commissioner Brwon had no business to discuss

27. Scott Phillips, Commissioner - District 5

Minutes:

- Commissioner Phillips discussed the possibility of a pickleball court in Bristol. Board request Tommy Duggar contact Reggie Conyers.

28. Jennifer Shuler, County Attorney

Minutes:

Jennifer Shuler, County Attorney had no business to discuss

29. Daniel Stanley, Liberty County Clerk of Court and Clerk to the Board

Minutes:

- Clerk Stanley informed the Board that Preston Burke with Southern Land & Tree LLC will remove the pecan tree and grind the stump at the Courthouse for \$950.00.

30. Motion to Adjourn

Minutes:

- Motion to adjourn made by Commissioner Johnson, second by Commissioner Branch, motion carried.

31. Signature

Florida Statute 125.001 requires that due public notice be given of all regular meetings of the Board of County Commissioners of a County in the State of Florida. Florida Statute 286.0105 requires that notices of any meeting or hearing, if a meeting or hearing is required, must include the following language, "if a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing he will need a record of the proceedings, and that, for such purpose, he may need to insure that a verbatim record of the proceedings is made, which record includes testimony and evidence upon which the appeal is to be based."