

Liberty County, FL

Liberty County Board of County Commissioners

Minutes

Thursday, March 7, 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/86850214856?pwd=NkFDMnVCa3VqTUxsbzZNa1GeTJDUT09>

Meeting ID: 868 5021 4856

Passcode: 244855

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 Jessica Conyers.

2. Invocation

Minutes:

- Invocation led by Clerk Stanley.

3. Pledge of Allegiance

Minutes:

- Pledge of Allegiance led by Commissioner Branch.

4. Audience Concerns

Minutes:

- There were no audience concerns.

5. Awards and Recognitions

Minutes:

- Chairwoman Causseaux recognized Amanda Daughtrey with Congressman Neal Dunn's

COUNTY DEPARTMENT REPORTS

Monthly Department Briefing

- Brian Eddins – Fire Control Coordinator
 - ** Brian discussed disposal of old bunker gear. Clerk Stanley and Cole Maloy advised that the landfill is not permitted to accept those items. Brian will meet with Clerk Stanley about disposal of items.
- Marie Arick – Extension Director
 - ** Marie is on the agenda under item number 18. She also wanted to remind the Commissioner about the upcoming Washington DC trip.
- Tommy Duggar Jr – Recreation Director
 - ** Tommy gave an update on the projects at the Hosford Park and Bentley Bluff.
- Melissa Peddie – Ambulance Director
 - ** Melissa had no business to discuss.
- Cole Maloy – Solid Waste Director
 - ** Cole reminded the Commissioners of the Hazardous Waste Day that will take place on April 15, 2024, from 9:00 AM - 12:00 AM.
- Boo Bryant – Road and Bridge Superintendent
 - ** Clerk Stanley and Boo discussed the erosion and high water level on Chattahoochee Circle. The Road Department has put up guard rails. The Board asked that the Road Department continue the guard rails on the road.
- Monica Welles – Transit Director
 - ** Monica spoke on a new company that is being added by Medicare/Medicaid. She has sent the contract to Clerk Stanley and Attorney Shuler. Attorney Shuler advised that the Board could give Monica permission to sign the contract and ratify her signature at the next meeting or can approve upon contingent upon review. The Board will add it to the agenda.
- Katie Kellett – Housing Director
 - ** Katie was not in attendance.
- Ben Guthrie – Emergency Management Director
 - ** Ben advised that the annual 911 grant is up for renewal and would like the Board to amend the agenda to add discussion. Ben also advised that he is working on interviews for the new employee.
- Teresa Stossel – Grants and Special Projects Coordinator
 - ** Teresa had no business to discuss.

ACTION ITEMS

6. Motion to Amend Agenda

Minutes:

- Motion to amend the agenda to add a letter of support for the Liberty County Sheriff's Office, a letter of support to Big Bend Hospice, the Rock Bluff property purchase, the annual 911 maintenance grant, and Transit contract made by Commissioner Johnson, seconded by Commissioner Branch, motion carried.

7. Adoption of the Agenda

Minutes:

- Motion to adopt the agenda as amended made by Commissioner Branch, seconded by Commissioner Brown, motion carried.

8. Motion to Approve Board Minutes

Minutes:

- Motion to approve Board minutes made by Commissioner Branch, seconded by Commissioner Johnson, motion carried.
- Clerk Stanley addressed the Board to discuss the letter of support for the Sheriff's Office. There is an opportunity for Federal funding to come in for the Sheriff's Office for a repeater that would be placed on a Bristol cell tower. The Sheriff's Department is asking for this letter of support to gain additional grant support points. Clerk Stanley gave a letter of support from his office also.
- Motion to approve letter of support made by Commissioner Branch, seconded by Commissioner Johnson, motion carried.
- Michael Eurich with Big Bend Hospice addressed the Board to discuss letter of support. Big Bend has been serving the needs to Liberty County and surrounding counties for the past 41 years. There is a need for a new provider in the surrounding counties.
- Motion to approve letter of support made by Commissioner Johnson, seconded by Commissioner Phillips, motion carried.
- County Attorney Jennifer Shuler addressed the Board to discuss the Rock Bluff property purchase. Teresa has negotiated a purchase for some property in Rock Bluff for the Community Center/Park. Attorney Shuler has prepared a contract for the Chairwoman to sign. The purchased price would be \$45,000.00 and the property was appraised at \$48,000.00. Attorney Shuler is asking that the Board authorize an offer to the seller for \$45,000.00, authorize the Chairwoman to execute the real estate contract and any documents needed to close the transaction and approve a Task Order to Dewberry for the surveying for the land description which will be six acres out of a very large parcel.
- Motion to approve purchase amount of \$45,000.00, Chairwoman Causseaux to execute the contract documents and other documents needed to close the transaction, and the task order to Dewberry for the survey made by Commissioner Branch, seconded by Commissioner Johnson, motion carried.

- Ben Guthrie addressed the Board to discuss the annual 911 grant. This is for maintenance expenses for all the 911 equipment and is in the amount of \$57,906.55.
- Motion to approve grant made by Commissioner Johnson, seconded by Commissioner Brown, motion carried.
- Motion to approve Transit contract contingent upon review made by Commissioner Johnson, seconded by Commissioner Brown, motion carried.

9. Motion for the Clerk to pay the bills

Minutes:

- Motion for the Clerk to pay the bills made by Commissioner Phillips, seconded by Commissioner Branch, motion carried.
- February 07, 2024 - March 05, 2024 Warrant List: Warrant Numbers: General 32029 - 32137 Ship 5088 - 5092 HHRP - Account Closed
Bank EFT Payments: February 07, 2024 - March 05, 2024

10. Board to consider approval of Resolution 2024-06 and Budget Resolution #3

Minutes:

- Clerk Stanley addressed the Board to discuss Resolution and Budget Resolution. One amendment is for the increased money for the revenue sharing and can only be spent on the PSAP conversion for the 911 fund. The other amendment is to the Road and Bridge Department as there was \$78,000.00 above what was anticipated to bring in on the sale of capital assets and Boo has placed individual line items where he would like those funds to go to.
- Motion to approve Resolutions made by Commissioner Johnson, seconded by Commissioner Branch, motion carried.

11. Letters of Support

Minutes:

- Chris Langston addressed the Board to discuss letter of support. This is regarding a piece of property that was involved in a land swap. Years ago, Rex Lumber had signed a letter of intent to donate the land to the State of Florida. Mr. Langston would like to keep the land and not donate it and he is asking for the Board to issue a letter of support to DEP.
- Motion to approve letter of support made by Commissioner Branch, seconded by Commissioner Johnson, motion carried.

12. Human Resource Management

Minutes:

- Clerk Stanley addressed the Board to discuss Human Resources.
- There are no new hires or resignations.
- No hires have been made at this time for the 911/Mosquito Coordinator position, interviews are in progress.
- No hires have been made for the General Laborer position at the Road Department. Interviews are in progress.
- County Employees will have their annual Harassment and Discrimination training by the

Krizner Gorup on April 11, 2024, at 8:00 AM. Breakfast will be provided and funded by FACT.

- Ethics training for the Commissioners and Constitutional Officers conducted by County Attorney Jennifer Shuler and Jason Taylor with the Krizner Group will be held on April 10, 2024, at 19:00 AM. Lunch will be provided and funded by FACT.
- On April 19, 2024, Liberty County will host a FACT roundtable event. This event will cover topics such as changes to Federal Law and other valuable information. There will be an assortment of representatives from each county within the panhandle attending this event, Lunch will be provided and funded by FACT at this event as well.

13. Next month meeting schedule

Minutes:

- There will be a County Commissioners ethics training on April 11, 2024 at 10:00 AM at the Veterans Memorial Civic Center.

14. Public Hearing - Kalander Communication Tower Site Plan

Minutes:

- Attorney Shuler swore in anyone who wishes to speak on this matter.
- Tony Arrant addressed the Board to discuss site plan. This is for a conditional land use for a cell phone tower on Torreya Park Rd and is a telecommunications tower. The applicant is in attendance. Tony advised that the applicant has not been successful on completing the issue of the bond so that will be considered as a condition of approval.
- The applicant with The Towers LLC advised that they are fine with approval condition of a bond. Once they get a permit, the permit will be held until the bond is available. This is a Verizon service tower and will be open for any other cell carrier to have a co-location.
- Motion to approve site plan conditional upon receiving the bond made by Commissioner Branch, seconded by Commissioner Johnson, motion carried.

15. Sheriff Money to address Board regarding proposed school zone speed enforcement program

Minutes:

- Sheriff Money and Jake Laughlin with Altumint addressed the Board to discuss program. in 2023, Florida passed a law that allows traffic cameras to be used in school zones to issue traffic citations. If the Board approves for the program to be installed, there will need to be an Ordinance passed. The school zone speed limit of 20 MPH would be enforced during school times when school sign lights are flashing, and the daily speed limit of 45 MPH would be enforced during school hours when the lights are not flashing. Citations would be issued for anyone driving at a speed ten miles MPH or more over the speed limit. The citations would not go against the driver's insurance and the driver would not have points added to driver's license. The citations would be sent in the mail and would need to be paid within 30 days. If any citation goes unpaid, it would then be processed as a regular traffic citation. This program would be no cost to taxpayers.
- Commissioner Johnson and Commissioner Phillips is against approving program at this time.

- The Board will have further discussion and make a decision at next months meeting.

16. Board to consider approval of JAG grant agreement with FDLE

Minutes:

- Bret addressed the Board to discuss the grant. This grant is for narcotic investigations and needs approval to finalize agreement.
- Motion to approve grant agreement made by Commissioner Johnson, seconded by Commissioner Branch, motion carried.

17. Board to discuss changes to purchasing policy

Minutes:

- Attorney Shuler and the Board discussed the purchasing policy and changes they would like to make to the policy.
- The Board is in agreement for Attorney Shuler to make some changes to spending category limits and present it to the Board at the next meeting.

18. Board to consider revision to Veterans Memorial Civic Center Rental Agreement

Minutes:

- Marie addressed the Board to discuss agreement. Attorney Shuler took the changes that Marie had worked up with Chairwoman Causseaux and integrated them into the current agreement.
- Chairwoman Causseaux discussed the free rental usage and set up for events.
- Marie asked the Board to get together a policy regarding free usage and hours to set up for events.
- Motion to approve rental agreement made by Commissioner Phillips, seconded by Commissioner Brown, motion carried.

19. Board to consider Agreement between Liberty County and District 2 Medical Examiner

Minutes:

- Clerk Stanley addressed the Board to discuss agreement. By statue the Board is required to fund the Medical Examiner and the Medical Examiner is required to investigate unattended deaths or other deaths as requested by Law Enforcement. Dr Thogmartin from District 6 has been the interim for the last 18 months. A new interim, Dr. Thomas Coyne has been appointed. This is the contract for the Board to approve for them to be our Medical Examiner.
- Motion to approve agreement made by Commissioner Johnson, seconded by Commissioner Branch, motion carried.

20. Board to consider Liberty County EMS Facility and Site Plan

Minutes:

- Doug addressed the Boad to give details about the EMS Facility and Site Plan. The Commissioners have a copy of the site plan.
- Motin to approve site plan made by Commissioner Johnson, seconded by Commissioner Brown, motion carried.

21. Board to consider Change Order #1 with BGN Contractors for Courthouse Second Floor Project

Minutes:

- Doug addressed the Board to discuss change order and project details.
- Motion to approve Change Order #1 in the amount of \$25,363.60 made by Commissioner Johnson, seconded by Commissioner Phillips, motion carried.

22. Board to consider approval of Scope of Work for Voting Precincts Improvements

Minutes:

- Doug addressed the Board to discuss voting precincts. Doug received a proposal for Sumatra and Telogia. The proposal should have been for Telogia and Orange.
- Clerk Stanley advised that likely none of the legislative budget request will be approved, but they can wait until next month to make a decision.
- Doug will get with Clerk Stanley to get a new proposal for Orange Telogia and Sumatra and will work on a scope of work and bring back to the next meeting.

DISCUSSION ITEMS

23. Dewayne Branch, Commissioner - District 1

Minutes:

- Commissioner Branch discussed the Rock Bluff Precinct building.

24. Hannah Causseaux, Chairwoman - District 2

Minutes:

- Chairwoman Causseaux had no business to discuss.

25. Jim Johnson, Vice Chairman - District 3

Minutes:

- Commissioner Johnson spoke about replacing the metal on the building at the Bristol Boat Ramp.

26. Doyle Brown, Commissioner - District 4

Minutes:

- Commissioner Brown had no business to discuss.

27. Scott Phillips, Commissioner - District 5

Minutes:

- Commissioner Phillips had no business to discuss.

28. Jennifer Shuler, County Attorney

Minutes:

- Attorney Shuler had no business to discuss.

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

Minutes:

- Clerk Stanley advised that the Veterans Memorial Railroad Group paid the liability

insurance with an effective date of February 25, 2024. The Board has not received the policy yet, but the policy has been paid in full.

- Clerk Stanley attended the public hearing for the Telogia Creek Wildlife Management area. They have the WMA plans rolling forward for this next year. Clerk Stanley discussed the different types of hunting and public access.
- Clerk Stanley, Chairwoman Causseaux, and Schoolboard Superintendent Peddie will be meeting with DEP secretary Shawn Hamilton next Wednesday to discuss increase of payment in lieu of taxes to the county from the state.
- Clerk Stanley spoke on FRS increases, property taxes, and shared revenue decreases pending the end of legislative session.
- Clerk Stanley discussed the legislative budget request. The only one from the county, city of Bristol, and Sheriff's Office that passed was for the Schoolboard. The Schoolboard will receive around \$980,000.00 for the field house. The field house will be multi use. There is a long shot of maybe receiving some funds for Sumatra Park.

30. Motion to Adjourn

Minutes:

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

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."