

# Liberty County, FL

## Liberty County Board of County Commissioners

### Minutes

Thursday, November 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/85771063387?pwd=JtLhTQJxoV7UpfadkTU8H0rRVRL4CE.1>

Meeting ID: 857 7106 3387

Passcode: 269362

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, County Attorney Ken Hosford, 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 Sheriff Money.

#### 4. Audience Concerns

##### Minutes:

- Greg Solomon addressed the Board to discuss free use of the Civic Center on Friday December 6. He is asking permission to get into the Civic Center on Friday to decorate and set up for Pastor Wilson's retirement which will be at 2:00 PM on that Saturday.
- The Board discussed with Greg and Marie about the event at the Civic Center on Friday for the Sheriff's Department.

- The Sheriff advised that they should be done by 10:00 PM and he would be ok with them coming in to decorate early.
- The Board will add this to the agenda to be voted on.

## 5. Awards and Recognitions

### Minutes:

- There were no awards and recognitions.

## COUNTY DEPARTMENT REPORTS

### Monthly Department Briefing

- Brian Eddins – Fire Control Coordinator
  - \*\* Brian is on the agenda under item number 28.
- Marie Arick – Extension Director
  - \*\* Marie discussed getting the floors stripped and waxed at the Civic Center and would like to use the same company they used last year. The Board is in agreement.
- Tommy Duggar Jr – Recreation Director
  - \*\* Tommy addressed the Board to discuss getting better quality cameras for Veteran's Park and Hosford Park, he is getting quotes for systems that can record offsite and keep for longer. He also discussed 6 light poles at the park. He would like to have an electric company give him a bid and see what it will take to run the pipe out the outside and do wiring.
- Melissa Peddie – Ambulance Director
  - \*\* Melissa was not in attendance.
- Cole Maloy – Solid Waste Director
  - \*\* Cole had no business to discuss.
- Boo Bryant – Road and Bridge Superintendent
  - \*\* Boo is on the agenda under item number 26.
- Monica Welles – Transit Director
  - \*\* Monica is on the agenda under item number 25.
- Katie Kellett – Housing Director
  - \*\* Katie had no business to discuss.
- Ben Guthrie – Emergency Management Director
  - \*\* Ben is on the agenda under item number 24.
- Teresa Stossel – Grants and Special Projects Coordinator
  - \*\* Teresa is on the agenda under item number 23.

# ACTION ITEMS

## 6. Motion to Amend Agenda

### Minutes:

- Chairwoman Causseaux advised that the Board needs to add the request for Greg Solomon to use the Civic Center to the agenda.
- Clerk Stanley advised that the Board could remove item number 13 from the agenda. This is a Resolution for the last FY. There was a trial balance at the end of the year, and they are under budget on all of the funds, so they don't need to amend anything other than what has been done.
- Clerk Stanley advised that there is a request for the Board to add an item to discuss temporarily suspending the Sumatra Volunteer Fire Department pending an investigation.
- Motion to amend the agenda made by Commissioner Branch, seconded by Commissioner Johnson, motion carried.

## 7. Adoption of the Agenda

### Minutes:

- Motion to adopt the agenda as amended made by Commissioner Johnson, seconded by Commissioner Branch, motion carried.
- Motion to allow Greg Solomon early access to the building before the event following the Sheriff's event made by Commissioner Johnson, seconded by Commissioner Branch, motion carried.
- Chairwoman Causseaux advised that item number 13 will be tabled.
- Clerk Stanley advised that there have been some things that has been brought to the Boards attention regarding the Sumatra Volunteer Fire Department, and he is asking the Board to temporarily suspend the Sumatra Volunteer Fire Department to allow Brian Eddins, the Sheriff's Department and Clerk Stanley to conduct an investigation. No emergency response will be limited within Sumatra, 911 calls for assistance will still go to the Sheriff's Office and other Volunteer Fire Departments will respond. This is just until further notice.
- Motion to temporarily suspend the Sumatra Volunteer Fire Department pending investigation made by Commissioner Branch, seconded by Commissioner Johnson, motion carried.

## 8. Motion to Approve Board Minutes

### Minutes:

- Motion to approve minutes made by Commissioner Brown, seconded by Commissioner Phillips, motion carried.

## 9. Motion for the Clerk to pay the bills

### Minutes:

- Motion for the Clerk to pay the bills made by Commissioner Johnson, seconded by Commissioner Branch, motion carried.

## 10. Letters of Support

**Minutes:**

- There were no letters of support.

**11. Human Resource Management****Minutes:**

- Clerk Stanley addressed the Board to discuss Human Resources.
- There is one re-hire for Deanna Bryant, Seasonal Assistant for the Recreation Department, there was a termination date of 10/01/2024 and the re-hire date 11/01/2024 - not to exceed 6 months, this is a seasonal position with a termination effective 05/01/2025, pay rate at \$18.00 hourly and no benefits.
- Motion to approve re-hire made by Commissioner Johnson, seconded by Commissioner Phillips.
- Commissioner Branch discussed the termination and re-hire date of Deanna. She has still been working while terminated but as a volunteer. He discussed moving dates around for termination and hire.
- Clerk Stanley advised that this is a Florida Retirement System guideline, and they are the ones that dictate if there are employees that are seasonal with no benefits and the maximum amount of time that they can be employed is six months after the date of hire. Deanna is in a part time position with no benefits because she has another full time FRS job that she is employed with the Liberty County School District.
- Motion carried.
- There are two new hires for Transit, Robert Crombie and Larry Ferguson as back up drivers with a hire date of 11/05/2024, rate of pay \$15.25 hourly, no health benefits, FRS inclusion.
- Motion to approve new hires made by Commissioner Branch. seconded by Commissioner Johnson, motion carried.

**12. Next month meeting schedule****Minutes:**

- Chairwoman Causseaux advised that there are no Special Meetings at this time.

**13. Board to consider approval of Resolution 2024-29 Budget Resolution #10 for FY 2023-24****Minutes:**

- Item number 13 has been tabled.

**14. Board to consider approval of Resolution 2024-30 Budget Resolution #2 for FY 2024-25****Minutes:**

- Clerk Stanley advised that this is a request for the Sheriff's Department budget. The Sheriff's Department has received \$194,000.00 K-9 grant, so the Board will be increasing their spending authority and there are no funds coming from the Board. There is also a request in the Extensions Office. Marie has received a pay increase from the University of Florida and per the Board's agreement with the University of Florida for extension, the Board has a certain percentage that they do to match that. The Board will be increasing that line item in salary for Extensions.
- Motion to approve Resolution #2 made by Commissioner Branch, seconded by

Commissioner Brown, motion carried.

**15. Board to consider approval of Dedication of Boykin Road**

**Minutes:**

- Clerk Stanley advised that the Board has discussed previously at several different meetings, this is the Resolution where the Board dedicates the road, the survey and legal description provided by Dewberry and an affidavit of testament from Dewayne Williams that included the years they had maintained the road.
- Motion to approve Resolution 2024-31 made by Commissioner Branch, seconded by Commissioner Johnson, motion carried.

**16. Board to consider approval of Dedication of Spring Street**

**Minutes:**

- Clerk Stanley advised that this Resolution is dedicating the road for Spring Street, there is a legal survey and description provided by Dewberry, and a maintenance affidavit for Spring Street that has been filled out by Dewayne Williams testifying that the road has at least been in regular maintenance for seven years.
- Motion to approve Resolution 2024-32 made by Commissioner Branch, seconded by Commissioner Brown, motion carried.

**17. Library Director Robin Shader with the Northwest Regional Library System to address Board**

**Minutes:**

- Amy Miller with the Library addressed the Board. This is the State Aid Agreement and Certification of hours that they bring before the Board yearly. This agreement is by and between the State of Florida, Department of State, Division of Library and Information services, and the Northwest Regional Library System for and on behalf of Liberty County Library. The agreement is in the amount of \$46,917.00.
- Commissioner Phillips discussed USB ports on the outside of the library for folks to charge devices.
- Amy gave an update on amount of card holders, staff, programs and turnouts.
- Motion to approve certification of hours and the grant agreement made by Commissioner Johnson, seconded by Commissioner Brown, motion carried.

**18. James Moore to address Board regarding FY 2022-2023 Audit**

**Minutes:**

- Zach Chalifour addressed the Board to give a presentation of FY 2022-2023 audit.
- Clerk Stanley thanked James Moore and the audit team for their help with all Constitutional Officers.

**19. Board to consider approval of Opioid Settlement V0163 with the Northwest Florida Health Network**

**Minutes:**

- Clerk Stanley advised that this the Opioid funds as a settlement with the State of Florida per the population base and the Board will receive a percentage of that. These funds are

coming from the Department of Children and Families, and they have contracted with the Northwest Florida Health Network to provide these and work with the smaller counties throughout the panhandle. This is an agreement for the Board to receive those funds in the amount of \$15,731.00, and the Board has previously approved an Opioid Implementation Plan for the Sheriff's Department to use these. Per statute and rule of the intent of use of these funds, they are for outreach education, prevention, and mitigation for the use of opioids. This amount will be going to the Sheriff's Department as part of their budget for use.

- Motion to approve the Opioid Settlement Agreement # V0163 in the amount of \$15,731.00 made by Commissioner Branch, seconded by Commissioner Brown, motion carried.

#### **20. Chief Deputy Dusty Arnold with the Liberty County Sheriff's Office to address Board**

##### **Minutes:**

- Chief Deputy Dusty Arnold advised that he believes they have an alternate funding source and will not be asking for \$60,000.00 tonight. However, the State Attorney for the Second Judicial Jack Campbell is here tonight along with his chief. Dusty would like them to address the Board to discuss body cameras and how they work on the court side in case the funding source falls through he might be back to ask the Board for the funds.
- State Attorney Jack Campbell addressed the Board to explain body cameras use, how they work, and they can be helpful in court cases.

#### **21. Lieutenant Chad Smith with the Liberty County Sheriff's Office to address Board**

##### **Minutes:**

- Lieutenant Chad Smith addressed the Board to request the use of the Civic Center for the 1st Annual Badges & Banquets Fundraiser. This is a fundraiser to be able to fund other programs throughout the year that the Sheriff's Department puts on. They are asking use of the Civic Center and for the Board to waive the fee.
- Motion to approve free usage of the Civic Center for the Sheriff's Office on the day of the event made by Commissioner Branch, seconded by Commissioner Johnson, motion carried.

#### **22. Doug Shuler with BFBSA to address Board**

##### **Minutes:**

- Doug addressed the Board to discuss Rock Bluff Community Center. The drawings for Rock Bluff will be finished in two to three weeks and are requesting from the Board in the month of January to move forward with a bid advertising.
- Motion to approve made by Commissioner Branch, seconded by Commissioner Johnson, motion carried.
- Doug addressed the Board to discuss Liberty County EMS. The drawings are completed, and they are requesting the Board to move forward advertising in the month of January or February depending on grant approval.
- Motion to approve bid advertising for Liberty County EMS made by Commissioner Johnson, seconded by Commissioner Brown, motion carried.

### **23. Grants and Special Projects Coordinator Teresa Stossel to address Board**

#### **Minutes:**

- Teresa addressed the Board to discuss land clearing quotes for the new EMS facility. There are a total of four quotes to clear the property. Dewberry is asking that the Board get the land cleared so they can do site work. The quotes are in order and as follows:
- E & K Stumping INC, Chas Nobles, and is the lowest quote in the amount of \$9,000.00.
- Ryan Willis LLC in the amount of \$17,000.00.
- Southern Land & Tree, Preston Burke, in the amount of \$17,250.00.
- Pea Ridge Contracting LLC, Billy Tanner, in the amount of \$22,500.00.

These are all local companies. Teresa does not have a recommendation for the Board because she does not know any of these companies.

- Noah stepped forward to advise the Board that this will be grant covered.
- Motion to go with E & K Stumping in the amount of \$9,000.00 made by Commissioner Johnson, seconded by Commissioner Branch, motion carried.

### **24. Emergency Management Director Ben Guthrie to address Board**

#### **Minutes:**

- Ben addressed the Board to discuss surplus of truck and donation. The first is from Mosquito Control. This truck was a hand me down from Walton County Mosquito Control and they are asking the Board to surplus this vehicle and that it be donated to the Liberty County School District for use at the Pre-K building. They are seeking an older truck to use for maintenance and running lunchroom garbage from the building to the dumpster and this truck will for those criteria. It is the old 1994 Ford truck.
- Motion to approve made by Commissioner Johnson, seconded by Commissioner Branch, motion carried.
- Ben addressed the Board to discuss agreement. This agreement is paid for by the State of Florida.
- Motion to approve the WebEOC agreement with Florida Department of Emergency Management made by Commissioner Johnson, seconded by Commissioner Brown, motion carried.

### **25. Board to consider travel approval for Transit employees to attend annual "Rodeo"**

#### **Minutes:**

- Monica addressed the Board to discuss travel approval. She is asking for the Board to approve travel for four employees, 1 expert, 1 judge, and 2 contestants to the Rodeo from February 13-16. The Board will only need to pay for hotel for one night and Rodeo will cover the other two nights.
- Motion to approve travel request made by Commissioner Johnson, seconded by Commissioner Brown, motion carried.

### **26. Board to consider approval of equipment purchases for Road and Bridge Department**

#### **Minutes:**

- Boo addressed the Board to discuss equipment purchases.
- Motion to approve purchase of the mulch head from Tractor & Equipment Company in the amount of \$37,800.00 made by Commissioner Johnson, seconded by Commissioner

Brown, motion carried.

- Motion to approve purchase of Komatsu Hydraulic Excavator from Tractor & Equipment Company in the amount of \$195,704.24 made by Commissioner Johnson, seconded by Commissioner Branch, motion carried.

#### **27. Commissioner Johnson to address Board regarding paving of Brinkley Road**

##### **Minutes:**

- Commissioner Johnson advised that Highway 12 South is about to be resurfaced next week. He would like them to go ahead and pave Brinkley Road at the same time and the price would be \$60,000.00.
- Motion to pave Brinkley Road made by Commissioner Johnson, seconded by Commissioner Branch.
- Commissioner Brown advised that there are two houses on the road, and both are on opposite ends of the road. He advised that they have added millin to the road.
- The Board discussed traffic, dust, and millin.
- Commissioner Brown is opposed.
- Motion carried.

#### **28. Fire Chief Brian Eddins to address Board**

##### **Minutes:**

- Brian addressed the Board to discuss SCBA's. SCBA are self-contained breathing apparatus. Brian purchased SCBA's for Hosford last year and is requesting to purchase ten more, five will go to Rock Bluff and five will go to Sumatra. The total price will be \$70,232.00.
- Motion to approve purchase made by Commissioner Brown, seconded by Commissioner Branch, motion carried.
- Brian advised that last year the Board gave him permission to look for a firetruck and gave a threshold, he would like to know if they need to renew that or if he can keep the same amount.
- The Board is in agreement for him to continue looking for firetruck.

## **DISCUSSION ITEMS**

#### **29. Dewayne Branch, Commissioner - District 1**

##### **Minutes:**

- Commissioner Branch discussed maintenance on roads. Instead of patching roads he would like to have the roads fixed. The Road Department is having trouble maintaining the roads, cutting grass, and getting to ditches. Also, on the roads the county has decided to pave he would like to have metal pipes/culverts instead of plastic.
- Noah explained work, paving, piping, culverts and drainage on roads.
- Commissioner Branch discussed contract for dirt ending in April and fences being around the new pit.

#### **30. Hannah Causseaux, Chairwoman - District 2**

**Minutes:**

- Chairwoman Causseaux received an email regarding closing an alleyway. She is asking that Attorney Hosford get some information regarding Alleyways and bring it back to the Board.
- Attorney Hosford advised that most times when dividing an alleyway, half will go to one party and the other half will go to the other party.
- Commissioner Johnson advised that in the past, the Board has abandoned alleyways and split between owners unless there is opposition from anyone living on the alleyway.
- Attorney Hosford will take a look at information and get back to the Board.

**31. Jim Johnson, Vice Chairman - District 3****Minutes:**

- Commissioner Johnson discussed Bristol Boat Ramp and applying for grants.
- Commissioner Johnson also discussed the Nature Conservancy paying taxes on land they own in Liberty County.
- Attorney Hosford discussed a court case in Texas regarding the Nature Conservancy not paying taxes.

**32. Doyle Brown, Commissioner - District 4****Minutes:**

- Commissioner Brown advised that during the Fall Festival the polling place had not been completed. Mr. Fant bought a load of dirt with his dump truck and mini excavator, Commissioner Brown would like the Board to compensate him for his work.
- Clerk Stanley advised that he will add this to December agenda. The money to compensate Mr. Fant will come out of a grant or recreation funds.

**33. Scott Phillips, Commissioner - District 5****Minutes:**

- Commissioner Phillips thanked the Board, Clerk Stanley, and the community for friendship, and for being a commissioner.
- The Board thank Commissioner Phillips for his work as a commissioner.

**34. Ken Hosford, County Attorney****Minutes:**

- Attorney Hosford had no business to discuss.

**35. Daniel Stanley, Liberty County Clerk of Court and Clerk to the Board****Minutes:**

- Clerk Stanley advised that by statute there will be a new commissioner that will be taking office on 11/19/2024 which is the second Tuesday following the election. At the beginning of the regular meeting on 12/05/2024, there will be three Commissioners that will be entering into a new term, they will be required to take an oath in front of a notary. Traditionally, the Board has had a swearing in ceremony, the County Attorney is also a previous Judge and could swear in the Commissioners.

- Commissioner Branch thanked Commissioner Phillips for everything he has done for the county and for the opportunity of working with him.

### 36. Motion to Adjourn

**Minutes:**

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

### 37. 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."**