

Liberty County, FL

Liberty County Board of County Commissioners

Minutes

Thursday, March 6, 2025 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

<https://us02web.zoom.us/j/86565356922?pwd=dD8bFqaka6VqDE2UYXcNWtznoeDHUh.1>

Meeting ID: 865 6535 6922

Passcode: 683067

+13052241968,,86565356922#,,,,*683067# US

Dial by your location

• +1 305 224 1968 US

1. Call to Order

Minutes:

- Chairman Dewayne Branch called the regular meeting to order in person and via zoom at 6:00 P.M. Present at the meeting were Commissioners Hannah Causseaux, Jim Johnson, Doyle Brown, Derrick Arnold, County Attorney Ken Hosford, Clerk Jace Ford, HR Director Ranza Taylor, and Deputy Clerk Jessica Conyers.

2. Invocation

Minutes:

- Chairman Branch advised that the Invocation was led at the previous special meeting.

3. Pledge of Allegiance

Minutes:

- Chairman Branch advised that the Pledge of Allegiance was led at the previous Special meeting.

4. Awards and Recognitions

Minutes:

- There were no awards and recognitions.

5. Audience Concerns

Minutes:

- Chirs Langston addressed the Board to ask permission to purchase a display case to place in the Courthouse to show artifacts. This will be no expense to the county.
- The Board is in agreement to give permission to purchase display case for the Courthouse.
- Mike Stewart addressed the Board to discuss obtaining a membership for the Greater Northwest Florida Organization. He is asking for the Board to pay \$750.00, and the Chamber of Commerce will pay the other half.
- The Board advised that this discussion will be added to next month's agenda.
- Tommy Duggar JR addressed the Board to request that they make changes the County Ordinance regarding selling alcohol in restaurants.

COUNTY DEPARTMENT REPORTS

Monthly Department Briefing

- Brian Eddins – Fire Control Coordinator
 - ** Brian advised that they are working on bylaws for Sumatra.
 - ** Brian discussed salary increase and position change. This will be added as an agenda item for next month's meeting.
- Sumatra Fire Department has their own bank account, and the bank needs a letter from the Board stating who the new Fire Chief is and who needs to be removed.
- Marie Arick – Extension Director
 - ** Marie is not in attendance.
- Tommy Duggar Jr – Recreation Director
 - ** Tommy advised that Rock Bluff is open, and cameras are up.
- Melissa Peddie – Ambulance Director
 - ** Melissa is on the agenda.
- Cole Maloy – Solid Waste Director
 - ** Cole is not in attendance.
- Boo Bryant – Road and Bridge Superintendent
 - ** Boo advised he is trying to go into the Bid process to get the land cleaned up at the clay pit.
 - ** Boo discussed fencing.
- Monica Welles – Transit Director
 - ** Monica advised that they just got through a DOT inspection, and they did good.
 - ** Monica has two 12 passenger vans that School Board has reached out about using. She asked how the Board would like to proceed.
 - ** Sheriff Arnold is looking into some vans. He and Monica will discuss transit vans.
- Katie Kellett – Housing Director
 - ** Katie advised that she is requesting to add Building Official Gary Millender to the agenda to

speaking about proposed bill F.S. 553.

- Ben Guthrie – Emergency Management Director
** Ben had no business to discuss.
- Teresa Stossel – Grants and Special Projects Coordinator
** Teresa had no business to discuss.
- Dewberry - County Engineer
** Dewberry had no business to discuss.

ACTION ITEMS

6. Motion to Amend Agenda

Minutes:

- Motion to amend the agenda to include the Building Department Resolution 2025-07, Change Order for the Recreation Ballfield lighting in the amount of \$12,553.00, change order #4 for item #13 for Culpepper, and to move agenda item #23 up to the beginning made by Commissioner Causseaux, seconded by Commissioner Johnson, motion carried.

7. Adoption of the Agenda

Minutes:

- Motion to adopt the agenda made by Commissioner Johnson, seconded by Commissioner Arnold, motion carried.

8. Motion to Approve Board Minutes

Minutes:

- Motion to approve Board minutes 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 Johnson, seconded by Commissioner Arnold, motion carried.
- February 1, 2025 - February 28, 2025 Warrant List: Warrant Numbers: General 33888 - 34003 Ship No Disbursements HHRP - Account Closed Bank EFT Payments: February 1, 2025 - February 28, 2025

10. Letters of Support

Minutes:

- There were no letters of support.

11. Human Resource Management

Minutes:

- Ranza addressed the Board to discuss Human Resources. There is one resignation from

James Chester with an effective date of 02/13/2025.

- Motion to approve resignation made by Commissioner Johnson, seconded by Commissioner Causseaux, motion carried.

12. Next month meeting schedule

Minutes:

- Chairman Branch advised that there will be a Regular Meeting on April 10, 2025, at 6:00 PM.
- Melissa addressed with Love for Liberty addressed the Board to discuss using the Civic Center for Love for Liberty Christmas event. She has done Love for Liberty in the past and would like to pick that back up this year. She is requesting to use the big room at the Civic Center for two weeks.
- Katie advised that she has spoken with Marie, and they are good with allowing use for this event.
- Motion to allow use of Civic Center made by Commissioner Johnson, seconded by Commissioner Arnold, motion carried.

13. Culpepper- Jail Change order #3

Minutes:

- Brock with Culpepper addressed the Board to discuss change order #3 and #4. These Change Orders shows credits back to the Board, there were some changes made during the bid phase of the project that was not brought to their attention until after the contracts were signed and Culpepper does not approve changes done that way and are holding the subcontractor responsible for the money that is involved in that.
- Motion to approve Change Order #3 \$1,126.00 and Change Order #4 \$10,722.00 made by Commissioner Johnson, seconded by Commissioner Arnold, motion carried.

14. BFBSA- EMS Building Bids

Minutes:

- Doug addressed the Board to discuss bids. There were eight General Contractors that placed bids, The low bidder is Culpepper Construction at \$2,868,000.00. They are over budget and the Grant Administrator is drafting a letter to Florida Commerce to ask for additional funds.
- Motion to approve the low bid contingent upon receiving additional funds from Florida Commerce made by Commissioner Johnson, seconded by Commissioner Causseaux, motion carried.

15. County Industrial Park Proposal

Minutes:

- Richard Williams, Johnny Eubanks, and David addressed the Board to discuss proposal. They would like to sign a memorandum of understanding with Liberty County agreeing on a sale price for a piece of property. The selling price would be \$750,000.00 for 70.10 acres. The Memorandum of Understanding serves to outline the terms and conditions for an agreed upon purchase price for the property by the Liberty County Board of County

Commissioners for development as an industrial site with the purpose of job creation within Liberty County, subject to securing grant funding or identifying a suitable buyer or developer.

- Mr. Johnny had identified a potential developer for the site, and it would be a wood processing facility, such as a wood chipping or pellet plant.
- Attorney Kenneth Hosford advised against passing Memorandum.
- Motion to move forward with Memorandum made by Commissioner Brown, seconded by Commissioner Arnold, motion carried.

16. Eng- Vulnerability Assessment Presentation

Minutes:

- Hannah Hart addressed the Board to give presentation. This is the first Vulnerability Assessment that has been conducted in Liberty County under the Water Department of the Environmental Protection Resilience Florida Grant Program. She thanked Ben Guthrie and Lisa Shuler for their help on the Assessment.
- This project was funded by Department of Environmental Protection. The Governor and Legislature has seen storm systems increase in size and intensity over the last 10 years and created this program 6 years ago for local municipalities to study storm events both in current and future conditions. The county received this funding through the state of Florida. Once the report has been created and assessed the assets against the type of storm events, the County is eligible to apply for funding under the Resilient Florida Implementation Program, which equates to a minimum of 100 million dollars a year for projects. There are no match requirements for planning grants and the implementation grants for design and construction projects for the county.
- Hannah gave a slideshow presentation to go over the results of the Assessment.

17. Eng- Vulnerability Assessment Budget Resolution.

Minutes:

- Clerk Ford advised that there are different phases for this grant and there is a different funding for additional phases. This Budget Resolution is to amend the Fiscal Year 2024-2025 budget for the Emergency Management Budget to account for unanticipated grant revenue.
 - Motion to approve Resolution 2025-04 made by Commissioner Johnson, seconded by Commissioner Causseaux, motion carried.

18. Eng- Boating improvement grant resolutions

Minutes:

- Noah addressed the Board to discuss Resolutions.
- Resolution 2025-05 is to apply for a grant from the State of Florida Fish and Wildlife Conservation Commission for boating improvements at Harry Donar Boat Ramp. This grant will enable the County to provide entrance road and site development improvements for the Harry Donar Boat Ramp in the Apalachicola River. The total estimated construction cost is \$561,385.00 and the total estimated project cost of \$673,662.00.
- Resolution 2025-06 is to apply for a grant from the State of Florida Fish and Wildlife

Commissioner for boating improvements at Bristol Boat Ramp. This grant will enable the County to provide erosion control boat ramp improvements, parking improvements, retaining wall, floating dock, gangway, and boardwalk for the Bristol Boat Ramp in the Apalachicola River. The total estimated construction cost is \$3,368,640.00 and the total estimated project cost is \$3,638,131.20.

- Motion to approve Resolution 2025-05 and Resolution 2025-06 made by Commissioner Johnson, seconded by Commissioner Brown, motion carried.

19. Eng- CR 12 drainage easement

Minutes:

- Noah addressed the Board to discuss easement. This is for the drainage easement of the property of Leticia Elder on CR 12 south of the old parts house building. She has agreed to give the county an easement which will be beneficial for the Road Department and the City to clear out that drainage.
- Motion to approve Easement made by Commissioner Causseaux, seconded by Commissioner Johnson, motion carried.

20. County Maintenance- Hosford VFD A/C Replacement

Minutes:

- Joe addressed the Board to discuss A/C replacement. There are a total of 3 bid and a couple gave two different options. Bids are as follows: Cliff Shuler HVAC & Refrigeration LLC in the amount of \$6,500.00, Barrett & Barrett Heating and Air LLC in the amount of \$8,127.98 and \$8,612.32, and White's Air Conditioning LLC in the amount of \$7,800.00 and \$8,200.00.
- Motion to approve low bid to Cliff Shuler HVAC & Refrigeration LLC in the amount of \$6,500.00 made by Commissioner Brown, seconded by Commissioner Causseaux, motion carried.

21. 911- Spring Grant Application

Minutes:

- Cody addressed the Board to discuss applications. There are two Spring Grant Applications he is presenting for approval. The first grant is for hardware for the 911 Systems in the amount of \$157,639.99 and the second grant is for 911 maintenance in the amount of \$41,197.48.
- Motion to approve both grants made by Commissioner Causseaux, seconded by Commissioner Johnson, motion carried.

22. Transit- Sell of Surplus Vehicle

Minutes:

- Monica addressed the Board to discuss sell of surplus vehicle. She is asking for the Board to approve vehicle purchase from Transit to Recreation Department in the amount of \$1,000.00.
- Motion to approve made by Commissioner Johnson, seconded by Commissioner Arnold, motion carried.

- Gary Millender addressed the Board to discuss Resolution 2025-07. Florida Statute 553 deals with private providers, the inspector comes in and the home or property owner will hire them to do the inspection. They still come through the Building Department to do paperwork and pay fee. They are trying to get their foot into the local government where they can write their own permits, do the inspections, and bypass the Building Department and then the Building Department will not collect any fees for permits. It will cut revenue for the Building Department. Other surrounding counties are writing letters to the Legislature stating that they are against this bill. Mr. Gary is asking that the Board write a letter to the Legislature as well.
- Motion to approve Resolution 2025-07 made by Commissioner Johnson, seconded by Commissioner Arnold, motion carried.
- Tommy Duggar JR addressed the Board to discuss Veterans Ballfield lighting repairs and a Change Order of \$12,553.00. Tommy would like to fix the lights on poles. He also discussed getting LED lights.
- Motion to approve Change Order in the amount of \$12,553.00 for lighting repairs made by Commissioner Johnson, seconded by Commissioner Arnold, motion carried.

23. Melissa Peddie- Love for Liberty

Minutes:

- This item number has been moved up on the agenda under item number 12.

DISCUSSION ITEMS

24. Dewayne Branch, Chairman - District 1

Minutes:

- Chairman Branch had no business to discuss.

25. Hannah Causseaux, Commissioner - District 2

Minutes:

- Commissioner Causseaux had no business to discuss.

26. Jim Johnson, Commissioner - District 3

Minutes:

- Commissioner Johnson had no business to discuss.

27. Doyle Brown, Vice Chairman - District 4

Minutes:

- Commissioner Brown had no business to discuss.

28. Derrick Arnold, Commissioner - District 5

Minutes:

- Commissioner Arnold had no business to discuss.

29. Ken Hosford, County Attorney

Minutes:

- Attorney Hosford had no business to discuss.

30. Dusty Arnold, Liberty County Sheriff

Minutes:

- Sheriff Arnold had no business to discuss.

31. Jace Ford, Liberty County Clerk of Court and Clerk to the Board

Minutes:

- Clerk Ford advised that he had a conversation with Railroad Association about the current agreement the county has with them. They are agreeable to have a discussion to develop a new agreement. They have requested that a member of the Board, Clerk Ford, and Attorney Hosford to be present at the meeting.
- Chairman Branch advised that he would be willing to be at the meeting.
- Tommy Duggar JR advised that he would like to be present at the meeting.
- Clerk Ford advised that Rural days at the Capitol March 19-20.
- Clerk Ford spoke about outside funding to help with projects. He has two different offer letters from banks and is waiting for a third.

32. Motion to Adjourn

Minutes:

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

33. 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."