



Liberty County Board of County Commissioners - Regular Monthly Meeting

Minutes

Thursday, June 5, 2025 at 6:00 pm

ZOOM LINK AND CALL IN NUMBER

Join Zoom Meeting

<https://us02web.zoom.us/j/86868931515?pwd=Ujim2vm1aHBQyw0yMKNFjoliIVBI6Z.1> ---

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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, Clerk Jace Ford and Deputy Clerk Kaly Barfield.

2. Invocation

Minutes:

Invocation was led by Commissioner Causseaux.

3. Pledge of Allegiance

Minutes:

Pledge of Allegiance was led by Deputy Chad Smith.

4. Awards and Recognitions

Minutes:

There are no awards and recognitions.

5. Audience Concerns

Minutes:

There are no audience concerns.

COUNTY DEPARTMENT REPORTS

Monthly Department Briefing

- Brian Eddins – Fire Control Coordinator
 - No Business
- Marie Arick – Extension Director
 - Ms. Arick reminds board of the fishing derby on Saturday.
- Tommy Duggar Jr – Recreation Director
 - Mr. Duggar ask for the board to grant temporary easement to Chuck Roberts, so he is able to access Judy Rankins land through the counties land. The health Department donated playground equipment, Mr. Duggar is requesting help to put the equipment together. Until then, the equipment can be stored away.
- Melissa Peddie – Ambulance Director
 - On agenda
- Cole Maloy – Solid Waste Director
 - Mr. Maloy stated that they have saved \$3,439 dollars this year.
- Boo Bryant – Road and Bridge Superintendent
 - No business
- Monica Welles – Transit Director
 - Mrs. Welles informs board of basic design for the new building.
- Katie Kellett – Housing Director
 - Not in attendance
- Ben Guthrie – Emergency Management Director
 - Not in attendance
- Allison Maloy – Grants and Special Projects Coordinator
 - Ms. Maloy presents a T-Mobile Grant for \$50,000.00. It pays for construction, supplies, equipment and labor fees. Beautification grant. Board agrees to apply for grant, to improve the courthouse.
- County Engineer - Dewberry
 - Noah Byler gave an update on CR 12 project.

6. Motion to Amend Agenda

7. Adoption of the Agenda

Minutes:

Motion to adopt the agenda made by Commissioner Johnson, seconded by Commissioner Arnold. Motion Carried.

PRESENTATIONS

8. Grants writing presentation - Miley Kilts

Minutes:

- Miley Kiltz addressed the Board to emphasize the importance of both securing and maintaining grants. He explained that relying on department heads to occasionally come across grant opportunities is not an efficient or sustainable approach. Instead, he recommended that the County hire a dedicated grant writer whose sole responsibility would be to actively seek out funding opportunities, apply for them, and ensure proper follow-through and compliance with grant requirements. This would help maximize funding potential and improve

overall grant management and accountability.

9. Regional Rural Transportation Plan - Mary O'Brien

Minutes:

Mary O'Brien provided the Board with an overview of the Regional Rural Transportation Plan. She discussed the planning process in detail and explained the primary goals of the initiative, which include improving transportation infrastructure, enhancing connectivity across rural communities, and supporting long-term regional mobility and economic development.

CONSENT ITEMS

MOTION TO APPROVE CONSENT ITEMS

10. Approve previous month's board minutes
11. Approve Clerk to pay the bills
12. Letters of Support
13. Human Resource Management
14. Next month meeting schedule
15. Civic Center Fees - Mr. Ken Odell
16. Bulldog Booster Club - Bristol Boat Landing
17. Mosquito Budget - Cody Barfield
18. Sherriff's Office - Teen Driving Challenge
19. Transit - Monica Wells
20. CR 12 SCOP
21. CR 12 Phase II SCRAP
22. CR 379 SCOP
23. CR 67 (Old Bristol Road) Phase I + II SCOP
24. CR 67 Phase IV SCOP

Minutes:

- Motion to approve the consent items made by Commissioner Johnson, seconded by Commissioner Brown, motion carried.

INDIVIDUAL ACTION ITEMS

25. Twin Rivers - Johnny Barfoot

Minutes:

- Mr. Barfoot was not present.

26. Liberty County Jail and Admin complex - Culpepper

Minutes:

- Mr. Brock Gholston presented the following change orders for consideration:

Change Order No. 5 – A zero-dollar change order that does not impact the overall contract amount. Change Order No. 6 – A DPO (Direct Purchase Order) change order, with anticipated sales tax savings of approximately \$34,800, which is positive news for the project. Change Order No. 7 – Another zero-dollar change order with no effect on the total contract value. Motion to approve all three change orders was made by Commissioner Johnson and seconded by Commissioner Arnold. Motion carried.

- Additional Request from the Sheriff: The Sheriff has requested additional work at the jail facility: Installation of electrical service to power the X-ray machine. Installation of cameras in the dorm rooms. This work is estimated at approximately \$30,000 and is time-sensitive. The Board agreed to proceed, with an effort to utilize contingency funds to cover the associated costs.

27. Speed feedback signs - Sherriff's Office

Minutes:

- Sheriff Dusty Arnold approached the Board to discuss the placement of additional license plate readers. The county currently has readers installed to capture traffic entering the town. Sheriff Arnold proposed adding signs and readers to monitor vehicles as they leave town. He noted that the equipment is provided at no cost to the county. The Board expressed support and granted the Sheriff permission to place the signs as he deems appropriate. Motion to approve made by Commissioner Arnold, seconded by Commissioner Johnson. Motion carried.

28. New 911 dispatch office - Cody Barfield

Minutes:

- Cody Barfield appeared before the Board seeking approval to purchase furniture for the new jail facility. He stated that the purchase would be funded from the 911 budget. To expedite the process and waive the formal bid requirement, the purchase will be made utilizing the existing Duval County contract. Motion to approve made by Commissioner Johnson, seconded by Commissioner Arnold. Motion carried.

29. EMS Stretcher Purchase - Melissa Peddie

Minutes:

- Melissa Peddie presented a quote for the purchase of a new stretcher for use in the ambulance service. She stated that the purchase would be funded through the USDA grant. Due to the stretcher being available only through a sole source provider, she requested the Board's approval to waive the formal bid process. Motion to approve made by Commissioner Johnson, seconded by Commissioner Arnold. Motion carried.

30. Request for Authorization - Clerk, Jace Ford

Minutes:

- Clerk Jace Ford requested the Board's permission to grant signature authority to Jessica Conyers, the Board's Payables Clerk. He noted that Jessica manages all

fixed assets for the Board, and this authority would assist in the efficient handling of related duties. Motion to approve made by Commissioner Arnold, seconded by Commissioner Causseaux. Motion carried.

DISCUSSION ITEMS

31. Dewayne Branch, Chairman - District 1

Minutes:

- Chairman Dewayne Branch addressed concerns regarding a message sign placed by the contractor on CR 67 (Old Bristol Road). The sign, which read "No Thru Traffic," prompted numerous phone calls from the public. Chairman Branch expressed his disagreement with the wording, clarifying that the road will not be closed. He requested that the contractor either reword the sign to avoid confusion or remove it entirely. Chairman Branch also clarified that nothing has come before the Board regarding the installation or closure of a mill. He emphasized that the Board only approved an amendment to the document previously presented by Johnny Eubanks, and no further action regarding a mill has been considered.

32. Hannah Causseaux, Commissioner - District 2

Minutes:

- Commissioner Hannah Causseaux inquired with Tommy Duggar about obtaining quotes for the installation of playground equipment. She noted that she has received numerous phone calls from the public regarding the project. Tommy Duggar responded that he is currently working on developing a plan and gathering information on how to proceed with the installation.

33. Jim Johnson, Commissioner - District 3

Minutes:

- Commissioner Jim Johnson discussed the need for improvements at the county boat ramps, specifically expressing interest in installing a floating dock. He also took a moment to thank Boo Bryant for his continued efforts and contributions to the county.

34. Doyle Brown, Vice Chairman - District 4

Minutes:

- Commissioner Doyle Brown did not have any business to discuss.

35. Derrick Arnold, Commissioner - District 5

36. Ken Hosford, County Attorney

Minutes:

- County Attorney Ken Hosford did not have any business to discuss.

37. Dusty Arnold, Liberty County Sheriff

Minutes:

- Sheriff Dusty Arnold had no business to discuss, but did want to extend an invitation to visit the new jail.

38. Jace Ford, Liberty County Clerk of Court and Clerk to the Board**Minutes:**

- Clerk Jace Ford informed the Board that he received the tentative estimated tax roll and property values from the Property Appraiser's Office, which he has used to prepare the preliminary budget. He expressed his desire to hold a budget meeting prior to the regular meeting on July 10th at 4:00 PM EST, as this is his first year managing the process and he would like an opportunity to go over details in advance. Additionally, a meeting will be held on June 26th at 2:00 PM EST for further discussion and preparation.
- Tri County Ag Complex is asking for representative, the previous Commissioner Scotty Phillips was the representative, the board appoints Derrick Arnold.
- Clerk Jace Ford is asking direction from the board for the county cemeteries.

39. Motion to Adjourn**Minutes:**

- Motion to adjourn was made by Commissioner Johnson and seconded by Commissioner Causseaux. Motion carried.

40. 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."