

Regular Meeting

January 4, 2017 ~~2018~~

6:00 P.M.

Chairman Barber called the meeting to order. Present at the meeting were Commissioners Dexter Barber, Commissioner Scott Phillips, Commissioner Dewayne Branch, Commissioner Jim Johnson, Clerk Kathleen Brown, Deputy Joyce Barker and Attorney Robin Myers.

Dick Stanley led prayer

Commissioner Sanders led Pledge

Audience Concerns:

Attorney Robin Myers spoke for David Burkett concerning a 50' easement in the Orange Subdivision. Mr. Burkett requested the road department grade the road in accordance with the easement as it is cutting off his corner lot. Commissioners asked Mr. Hathaway Liberty County Road and Bridge Superintendent to take care of this.

Melissa Peddie EMS Director to presented Certificates for Completion to individuals completing the First Responders classes. Laryus Brown assisted Ms. Peddie in the presentation. Among those were Jamie Andrews, William Coley, Jessica Crockett, Heath Cutshaw, Katrina Earnest, Louis Earnest, Curtis Fletcher, Chris Fletcher, Jason Hemanes, Billy Higginbotham, Susan Hughes, Gene Jordan, Micah Martin, Jamie McDaniel, Bandy McDaniel, Charlie McDaniel, Austin Nissley, David Smith, Tabitha Spiker, Chris Wiggins, K.W. Weston and Michael Yeomans, Jeremy King not pictured. Volunteer Fire Fighters include Hosford, Sumatra, Estiffanulga, Rock Bluff, West Side and Magnolia.

William Coley discussed repairs needed to Sumatra Park. The restrooms, playground and basketball court are in need of repairs. Commissioner Branch advised Mr. Coley that renovation is in place now for the park, the County has applied for and received a \$50,000.00 FRDAP grant for this. Justin Ford with Dewberry met with members of the community to get a priority list.

Board Concerns:

Commissioner Johnson discussed the Harrell Memorial Library being temporary placed in the Liberty County Civic Center in the arts council room until new building is complete. Ms. McDaniel from the Library advised the Board that they need a secure location. Motion to add to agenda was made by Commissioner Sanders, second by Commissioner Branch and carried.

Tom Carpenter of AE Engineering introduced himself and his Company to the Board. They offered CEI Services, Administration Services, and Grant Writing. This company works with Counties to find out what they need, how to fix it, and then get the grant to make it happen. They would like to enter into a continuing contract with the Board.

Justin Ford with Dewberry discussed the Hosford Well #3 bids. This is the second time this has been bid out. Dewberry broke it into components for the bid packet. Mr. Ford has talked to some of the bidders. North Florida may agree to install the well for \$150,000.00, which is less than the submitted bid. Mr. Ford advised the Board to accept the low bids and negotiate for lower amounts. Motion to accept Bracewell's fencing bid in the amount of \$7700.00, North Florida Construction bid in the amount of \$150,000.00 contingent on them agreeing to the reduction, Godfrey's bid for Chlorination Room for \$18,885.00 and James Thompson's bid on the Chlorination Equipment in the amount of \$18,000.00 was made by Commissioner Branch, second by Commissioner Sanders and carried. Justin Ford discussed the two amendments received on the Hosford Well #3 Funding and the Generator funding #15-05 & #16-011. Motion to approve amendments was made by Commissioner Sanders, second by Commissioner Johnson and carried.

Justin Ford with Dewberry discussed project submissions for SCOP, SCRAP, and CIGP. They will bring back a list of potential road projects to submit. Mr. Ford advised the Board

members to provide him a list of projects they would like submitted. The County can only submit three applications this year, one SCOP, one SCRAP, and one CIGP. Commissioner Johnson discussed several road where the lines cannot be seen. Mr. Ford will provide the Board a list of funded projects.

Justin Ford with Dewberry discussed Task orders for DOT projects: CR 22, CR379, CR67, Talquin Circle, and Neal Subdivision. Motion to approve TASK orders was made by Commissioner Johnson, second by Commissioner Phillips and carried.

The Board discussed Change Order #1 on Lake Mystic Church Road. There was a decrease for \$15,959.00. Motion to approve Change Order #1 on Lake Mystic Church Road was made by Commissioner Johnson, second by Commissioner Branch and carried.

Justin Ford with Dewberry discussed the Courthouse ADA wheelchair ramp & the electrical upgrade appropriations work plan. He advised the Board that Doug Shuler be retained for the electrical work plan. Mr. Stanley is scheduled to meet with Mr. Shuler to prioritize the electrical needs. Motion to get proposal from Doug Shuler on the electrical needs was made by Commissioner Johnson, second by Commissioner Sanders and carried.

Brian Eddins, Liberty County Fire Director requested Board approval to apply for the AFG grant. This is a federal grant. Motion to approve grant submission was made by Commissioner Johnson, second by Commissioner Sanders and carried. Mr. Eddins also discussed the County Fire Zone Maps. He presented the proposed new maps to the Board. This will help reduce costs for home insurance once this is completed and the ISO ratings. Mr. Eddins is in the process of writing protocols now. Motion to approve the updated Fire Zone maps was made by Commissioner Branch, second by Commissioner Sanders and carried.

Stephen Ford, 911 Director and Mosquito Coordinator requested the Board approve the purchase a new mosquito truck at State Contract Price. He advised the Board that the City of Bristol would be donating \$5000.00 toward this purchase. Motion to approve the purchase of the truck at State Contract Price as long as he stays within his budget was made by Commissioner Johnson, second by Commissioner Sanders and carried. Mr. Ford also requested the Board approve him attending the annual mosquito conference in Altamonte Springs, Florida the week of January 21-26, 2018. Motion to approve conference attendance was made by Commissioner Phillips, second by Commissioner Sanders and carried. Mr. Ford discussed a generator purchase for 911 through a grant. The Board authorized the purchase. Mr. Ford requested the Board sell the old mosquito truck for \$1000.00. Motion was made by Commissioner Johnson to sell the old mosquito truck for \$1000.00, second by Commissioner Phillips and carried. Mr. Ford came back before the Board and requested the County donate the old mosquito truck to Calhoun County. Motion was made by Commissioner Johnson to donate the old mosquito truck to Calhoun County, second by Commissioner Sanders and carried.

Mr. Ford had an expenditure for \$8,640.00 to AK Associates 911 in need of Board approval. Motion to approve disbursement of check #18026 for \$8,640.00 to AK Associates 911 was made by Commissioner Sanders, second by Commissioner Phillips and carried.

The Board to approve Budget Amendment #2 Building Department and Road Department for fiscal year 2017-2018. Motion to approve budget Amendment was made by Commissioner Branch, second by Commissioner Sanders and carried.

Commissioner Johnson discussed auction services for County equipment. He requested the Board talk to the local auction service provider, Felton Hall. Motion to have Mr. Felton Hall present at next meeting was made by Commissioner Johnson, second by Commissioner Sanders and carried.

The Board to award DEO CDGB grant Administration and Engineering Services proposals. Motion to award proposals for Administration and Engineering to Dewberry/Preble Rish was made by Commissioner Branch, second by Commissioner Phillips and carried.

The Board discussed the train insurance proposal from HMBD for \$4,400.00. Donnie Read presented the Board with the numbers of visitors attending the Christmas Train Event. They do not have all their numbers yet. The Board instructed Ms. Keenan to provide the questionnaire to the Clerk so the Insurance Company can provide a correct quote for the Board. The insurance is due 1 February 2018. Re-agenda next meeting.

Monica Brinkley, Extension Director advised the Board that a policy needs to be in place for the rental of the civic center on the dates the train is scheduled to run. There could be a parking issue.

The Board discussed the digital sign quote from Bills Signs and Service for Veterans Memorial Civic Center for \$12,725.00. Motion to approve was made by Commissioner Johnson, second by Commissioner Branch and carried. Monica Brinkley, Extension Director discussed the maintenance of the sign and the responsibility of changing the signage. The signage will be tasked to the Extension Employees but the renter will notate on the rental agreement what they request to be displayed on the sign. Commissioner Johnson rescinded his previous motion. Commissioner Johnson requested that someone check on a larger sign and to agenda next meeting. Motion to table and agenda next meeting was made by Commissioner Sanders, second by Commissioner Johnson and carried.

Commissioner Johnson discussed the playground equipment. The Board discussed the County playground maintenance and equipment repair and cleaning cost. The Board requested Ray Glisson be present at the next meeting. Jace Ford requested the Board approve him to clean the playground equipment at the Veterans Park to help advertise for his business at no cost to the County. Motion to approve Mr. Ford cleaning playground equipment at Veterans Park at no cost to the County was made by Commissioner Johnson, second by Commissioner Sanders and carried.

The Board to approve Courthouse Router Migration Project Installation for FDLE. Motion to approve the installation of the new equipment was made by Commissioner Johnson, second by Commissioner Sanders and carried.

The Board to approve medical payments for dates of service that resulted prior to Prime Health Services Board approved Contract. Motion to approve the payment of these bills with date of service before Board approval of contract was made by Commissioner Branch, second by Commissioner Sanders and carried.

The Board to hire Courthouse part-time custodian. Motion to hire Mary Lesa Mabus was made by Commissioner Sanders, second by Commissioner Branch and carried.

Commissioner Johnson discussed the Harrell Memorial Library using the Arts Council room at the Liberty County Civic Center during the relocation of the library. Mr. Read stated that they might be able to move their items to the Depot.

Clerk Brown advised the Board of an e-mail from Arnie Rogers offering to sell the Board 9.5 acres for \$12,000.00 adjacent to the landfill property. The Board took no action.

Clerk Brown discussed scheduling a workshop for Danny Earnest and Todd Mitchell with Waste Pro. The Board re-scheduled the workshop to February 8, 2018 at 5:00 before regular meeting.

Clerk Brown advised the Board that Monica Welles with Transit is requesting approval of a letter of support to Department of Transportation for Liberty County Transit. Motion to approve letter of support was made by Commissioner Sanders, second by Commissioner Johnson and carried.

Clerk Brown discussed Fair point Contract and Agreement upgrade for Liberty Transit due to repeated lighting strikes in 2017.

Attorney Myers discussed with the Board a letter of intent for DEO grant on FR103. Motion to move forward with grant submission was made by Commissioner Sanders, second by Commissioner Phillips and carried.

Attorney Myers discussed the culvert installation on State Road 65 and Land Swap Agreement. Agenda for next meeting.

Monica Brinkley discussed activities at the Liberty County Civic Center. Need policy in place to be able to shut down any activities that are not allowed. The Board instructed Attorney Myers to modify the rental contract.

1/4/2017						BA # 2
Liberty County						
Board of County Commissioners						
Budget Amendment						
Fiscal Year 2017/2018						
Amendment to 2017-2018 budget, reallocating expenditures between line items within the General Fund and Transportation Fund.						
General Fund						
Account #	Description		Original Budget	Increase	Decrease	Revised Budget
Expenditures:						
Protective Inspections						
1-524-401	Building Inspector Travel		\$ 13,150.00		\$(6,000.00)	\$ 7,150.00
Protective Inspections						
1-524-520	Building Department Fuel Expense		\$ -	\$6,000.00		\$ 6,000.00
	Expenditure Total:		\$ 13,150	\$ 6,000	\$ (6,000)	\$ 13,150
Transportation Fund						
Account #	Description		Original Budget	Increase	Decrease	Revised Budget
Expenditures:						
Road and Street Facilities						
104-541-641	Equipment		\$212,500.00		\$(7,000.00)	\$205,500.00
Road and Street Facilities						
104-541-440	Equipment Rental		\$ 2,000.00	\$7,000.00		\$ 9,000.00
	Expenditure Total:		\$ 214,500	\$ 7,000	\$ (7,000)	\$ 214,500
This Budget Amendment duly approved and adopted by the Liberty County Board of County Commissioners at their regular meeting this 4th day of January 2017.						
Board of County Commissioners			ATTEST:			
Liberty County, Florida:						
Dexter Barber Chairman			Kathleen Brown Clerk to the Board of County Commissioners Liberty County, Florida			

Motion to approve minutes 12/7/2017. Motion to approve the minutes from 12/7/17 was made by Commission Phillips, second by Commissioner Sanders and carried.

Motion to pay bills made by Commissioner Johnson, Second by Commissioner Phillips and carried.

Motion to adjourn made by Commissioner Sanders, second by Commissioner Branch and carried.

DECEMBER 8, 2017 – JANUARY 4, 2018

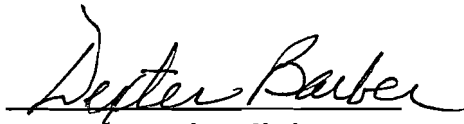
Warrant List:

Payroll
General
Ship
Weatherization

Warrant numbers:

35411 - 35430
17932 - 18074
4469 - 4474
None

Bank EFT Payments: DECEMBER 8, 2017 – JANUARY 4, 2018



Dexter Barber, Chairman



Kathleen E. Brown, Clerk of Court

Special Meeting
January 30, 2018
8:00 A.M.

Chairman Barber called the Special Meeting to order. Present at the meeting were Commissioners Dexter Barber, James Sanders, Scott Phillips, Dewayne Branch, Jim Johnson, Clerk Kathleen Brown, Deputy Clerk Mason Keever, and County Attorney Robin Myers.

Commissioner Branch led prayer
 Commissioner Phillips led pledge

Johnny Eubanks came before the Board to discuss the Florida Job Growth Infrastructure Grant Agreement with Department of Economic Opportunity and Resolution Number 2018-02. This agreement will provide funding for the development of a turn lane and paving of existing dirt road on Forest Road #103 for \$1,448,831.00 on a cost reimbursement basis. Commissioner Barber discussed approval of the grant agreement without a letter of commitment from the Company planning to locate in that area. County Attorney Myers advised the Board not to spend any funds on the project until the Company gives a commitment letter to the Board. Motion to approve the grant agreement contingent that the Board not spend any funds on the project until the Company equipment is on the ground was made by Commissioner Sanders, second by Commissioner Branch and carried. The Grantee's Agreement Manager was listed in the grant agreement as Johnny Eubanks. The Board advised the Clerk to leave the agreement as is until the agreement is approved by the State.

The Board discussed Dewberry Engineers Contracts for DEO, CDBG Engineering Proposals in the amount of \$35,606.00 and Administration Services for \$45,059.00. Motion to approve Dewberry's Contracts for Engineering and Administration was made by Commissioner Sanders, second by Commissioner Phillips and carried.

Commissioner Sanders discussed the roof repair at the Hosford Library. Major David Jacobs discussed the repairs with the Board. Since the library is a public facility and inmates cannot work at a site where the public and kids visit, he requested closure of the library on the following dates: 3/5-9/18 & 3/16-18/18. Ms. McDaniel from the library was present. Motion was made by Commissioner Sanders to close the library during these dates, second by Commissioner Branch, and carried. Mr. Stanley advised the Board that the inmates would be provided fall protection equipment.

Monica Brinkley, Extension Director requested Board approval for 1) Hiring the new 4-H Program Assistant. She recommended the Board hire Kristi Mathews to start immediately at \$10.00 an hour for 24 hours a week. Motion was made by Commissioner Johnson to hire Kristi Mathews, second by Commissioner Sanders and carried. 2) Pay increase for Cathia Schmarje as the new office assistant position. She recommended Board approval to increase her hourly rate from \$11.25 to \$12.00 per hour retroactive to January 1, 2018. Motion to approve pay increase for Cathia Schmarje retroactive to January 1, 2018 was made by Commissioner Branch, second by Commissioner Sanders and carried.

Clerk Brown advised the Board of the upcoming Small County Coalition Legislative Briefing and Welcome scheduled Tuesday, February 6, 2018 from 5:30 pm to 7:00 pm in Tallahassee. The Board members planning on attending needs to RSVP by noon Friday, February 2, 2018.

Melissa Peddie discussed an employee discipline problem. She advised the Board that she would be suspending the employee for two shifts.

Attorney Myers discussed the following with the Board: 1) The City of Bristol has a public hearing scheduled for February 5, 2018 at 6:30 P.M. ET to discuss the Zoning and Planning for the new library location. He encouraged a Board member attendance. 2) Train Insurance