

Work Shop
February 8, 2018
5:00 P.M.

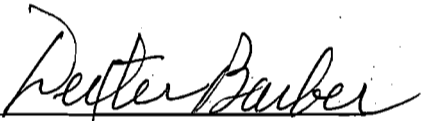
Chairman Barber called the meeting to order. Present at the meeting were Commissioners Dexter Barber, Commissioner Scott Phillips, Commissioner Dewayne Branch, Commissioner James Sanders, Commissioner Jim Johnson, Clerk Kathleen Brown, Deputy Clerk Joyce Barker and Attorney Robin Myers.

Commissioner Barber led prayer

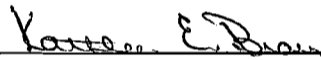
Commissioner Sanders led pledge

Danny Earnest, landfill Director, and Todd Mitchell, with Waste Pro, discussed Liberty County Landfill Transfer Station with the Board. The County operates under a Container-to-Container Permit. For the County to be up to State code nothing can be left on the ground it has to be in a container or the County can be fined \$3500.00 up to \$10,000.00. Several options were discussed on ways to eliminate the problem. Some options were: Apply for a grant to build a new transfer station, use tractor-trailers to dump debris into, open two or three days a week and charge \$65.00 to \$70.00 a ton. Mr. Earnest will discuss the tire disposal with Dewberry Engineers. The Board will address the options at next meeting in March 2018.

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



Dexter Barber, Chairman



Kathleen E. Brown, Clerk of Court

Regular Meeting
February 8, 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 James Sanders, Commissioner Jim Johnson, Clerk Kathleen Brown, Deputy Clerk Joyce Barker and Attorney Robin Myers.

Coy Collins led prayer

Commissioner Phillips led pledge

Audience concerns:

Joe Crozier invited the board to attend the Apalachicola River Conference Doak Campbell Stadium March 14th 15th & 16th 2018.

Marcus O'Bryan to discuss water bill. Lead water operator Page Wahlquist will discuss this later in the meeting.

Sheriff Eddie Joe White discussed outstanding inmate medical bills. He advised the Board that there are no bills outstanding that have not been delivered to the Clerk's Office. The Board previously discussed several outstanding inmate medical bills at their special meeting held January 30, 2018. Sheriff White advised the Board that the inmate with the \$200,000.00 medical bill was medically furloughed before the County would be responsible. The furlough occurred on April 6, 2018 at 9:00 A.M. Chairman Barber requested confirmation from Sheriff White that the County would not be responsible for the \$200,000.00 bill. Sheriff White also discussed the Sheriff's Conference and the possibility of additional funding for the jail renovation project.

Board Concerns:

Commissioner Branch discussed a big oak tree that needs to be removed on Shuler Road in Hosford. The Road & Bridge Department cannot remove it because of the possibility of it falling in the roadway. Motion made by Commissioner Sanders to add this to the agenda, second by Commissioner Johnson and carried.

Commissioner Sanders on behalf of Shannon Ammons, who was in attendance requested installation of one or more streetlights, be placed on Cannon Branch Road. Motion to add this to the agenda was made by Commissioner Sanders, second by Commissioner Branch, and carried.

Commissioner Johnson requested to be added to the agenda item #3 to discuss installation of a light at Estiffanulga Park. Motion made by Commissioner Sanders to add to agenda under item #3, second by Commissioner Phillips and carried.

Motion to approve minutes January 4, 2018 and January 30, 2018 was made by Commissioner Sanders, second by Commissioner Phillips and carried.

Board to approve Resolution 2018-01, amending the budget in the Transportation (Road & Bridge) Fund due to unanticipated grant revenues. Motion to approve Resolution #2018-01 was made by Commissioner Johnson, second by Commissioner Sanders and carried.

2/8/2018					BR # 1
RESOLUTION 2018-01 OF THE BOARD OF COUNTY COMMISSIONERS OF LIBERTY COUNTY, FLORIDA					
Budget Resolution					
Fiscal Year 2017-2018					
<p>WHEREAS, the Liberty County Board of County Commissioners of Liberty County, Florida, has unanticipated revenue in the Transportation Fund for fiscal year 2017-2018;</p>					
<p>WHEREAS, said revenue will be received as SCRAP, SCOP and CIGP Grants from the Florida Department of Transportation for the following projects: Talquin Circle, CR67, CR22, CR379, and Neal Subdivision;</p>					
<p>WHEREAS, said additional revenue is needed to pay for expenditures incurred for the said Florida Department of Transportation Grant projects in fiscal year 2017-2018;</p>					
<p>NOW, THEREFORE, BE IT RESOLVED as follows:</p>					
<p>1. The fiscal year 2017-2018 budget be amended as follows:</p>					
Transportation Fund					
Account #	Description	Original Budget	Increase	Decrease	Revised Budget
Revenues:					
State Grant - Other Transportation					
104-334-490	State Grant-Other Transportation	\$ 2,323,395.00	\$4,235,899.00		\$6,559,294.00
	Revenue Total	\$ 2,323,395.00	\$4,235,899.00	-	\$6,559,294.00
Expenditures:					
Road and Street Facilities					
104-541-630	Resurface Cnty Road	\$ 2,323,395.00	\$4,235,899.00		\$6,559,294.00
	Expenditure Total:	\$ 2,323,395.00	\$4,235,899.00	\$ -	\$6,559,294.00
<p>THIS RESOLUTION ADOPTED by the Liberty County Board of County Commissioners at their regular meeting this 8th day of February 2018.</p>					
Board of County Commissioners		ATTEST:			
Liberty County, Florida:					
Dexter Barber		Kathleen Brown			
Chairman		Clerk to the Board of County Commissioners			
		Liberty County, Florida			

Wayne Funderburke with Bill's Signs discussed options for the Liberty County Civic Center sign replacement. Motion to approve sign replacement for \$16,047.00 (\$12,950.00 insurance check) and \$3,097.00 from other sources with request from the Board for other Departments, 911, Mosquito, Emergency Management, etc. to donate funds for advertisement purposes was made by Commissioner Johnson second by Commissioner Sanders and carried. Stephen Ford with Mosquito advised the Board that he would contribute \$1000.00 from the Mosquito Budget.

The Board discussed the Liberty County Library Relocation. Christian Vowell, adjoining property owner expressed his concern of the library being located on this property. Commissioner Johnson discussed the possibility of a property exchange with John Schmarje. He discussed submitting a FRDAP grant to expand the park. Ms. Tanner, from the Library discussed the library employees not knowing the plan. Attorney Myers discussed the current plan with the Board and Mr. Vowell. Clerk Brown advised the Board of the request from the City Council to have a County Representative present at the next public hearing to be held February 19, 2018 on the site plan application. Commissioners replied to public comments. Pam McDaniel, with the Library advised the Board that the Wi Fi could be turned off from 11:00 P.M. – 6:00 A.M. Commissioner Phillips explained why the Board chose this site due to preserving Mr. Harrell's memory and donation of the library. He read aloud a letter he wrote to Senator Montford. Tony Arrant, Liberty County Planner advised the Board that the City continued the Public Hearing to February 19, 2018 at 6:30 P.M.

The Board discussed the installation of streetlights on Cannon Branch Road in Hosford. These roads are dark in areas and are considered a danger for people walking and kids playing. Ms. Ammons provided a petition with 53 signatures requesting this on Cannon Branch Road. Commissioner Branch expressed concern that the County has put up several streetlights that are expensive and would like to have Talquin Electric help with this. Clerk Brown will check on solar lights compared to LED. Motion made to check into the installation of lights on Cannon Branch Road was made by Commissioner Sanders, second by Commissioner Johnson and carried.

Commissioner Sanders discussed the installation of an additional streetlight on Chester Street in Hosford. Motion was made by Commissioner Sanders to install an additional streetlight on Chester Street, second by Commissioner Johnson and carried.

Dick Stanley, Building Inspector and Tony Arrant, County Planner discussed the Talquin site plan (copy provided to the Board). The Applicant was present in the meeting. This is an existing Talquin Electric Coop substation. The site plan proposal was submitted to the Board. Motion to approve expansion of substation and solar field made by Commissioner Johnson, second by Commissioner Phillips and carried.

Dick Stanley, Building Inspector and Tony Arrant, County Planner provided the Board with the proposed Finuff Family Cemetery site plan location. Applicant, Nicky Finuff was present in the meeting. This will be a private cemetery, containing less than 2 acres, etc. Motion to Approve Finuff Family Cemetery site plan was made by Commissioner Sanders, second by Commissioner Branch and carried.

Tony Arrant, County Planner discussed with the Board the deed transfer from St. Joe Timberland Company to Liberty County for land located in Section 2, T1S, R7W pursuant to Agreement for the culvert installation. Mr. Arrant advised the Board that there should be two (2) pieces of property conveyed, the 4-acre tract and the ROW. Motion for Approval for deed transfer was made by Commissioner Johnson, second by Commissioner Sanders and Carried. Mr. Arrant advised the Board to convey thanks to St. Joe Timberland Company.

Tyler Marsh with Southeastern Consulting Engineers discussed the closure of CR120, Lake Mystic Church Road and CR 379 projects. The Contract on CR 120 SCRAP Project was \$56,661.55 with a final construction cost of \$37,490.11 and a close out date of January 22, 2018; Lake Mystic Project SCOP was \$327,450.80 with a final construction cost of \$311,491.80 and a close out date of January 22, 2018; CR 379A CIGP Project was \$1,434,844.00 with a final construction cost of \$990,690.97 and a close out date of November 29, 2017.

Commissioner Barber discussed the need to advertise for a maintenance position. Motion to advertise a part time Maintenance position 20 hours a week @ \$10.00 per hour was made by Commissioner Johnson, second by Commissioner Sanders and carried.

The Board discussed the Mowrey elevator Maintenance Control plan. The State of Florida now requires an appropriate means for viewing the maintenance control plan onsite. The

total County cost for both elevators for the written format is \$700.00, \$350.00 per elevator. Motion to approve the written format version to be provided in elevator room was made by Commissioner Johnson, second by Commissioner Branch and carried.

Noah Byler with Dewberry discussed the proposed SCOP, SCRAP & CIGP Project list submission. There is a March 15, 2018 deadline for submissions. Only three projects can be done this year. Justin Ford with Dewberry discussed this with the Board. Motion to submit CR12 from Rex Lumber to SR 20 and CR67 (Old Bristol Rd) from Burnt Bridge Rd to CR 379A and CR 67 (Old Bristol Rd) from SR 65 to Burnt Bridge Rd as made by Commissioner Johnson, second by Commissioner Branch, and carried. Commissioners discussed project requirements. Mr. Ford advised the Board that they are pursuing another grant for federal funds on FH13.

Justin Ford discussed the Kever Road project with the Board. The landowner is requesting to move the road over which is creating the issue on this project. DOT will not pay for the road to be moved, they are requesting the landowner pay the extra costs. Commissioner Sanders requested the Road and Bridge Department extend the concrete pipe for the landowner. Dewberry stated that would be possible.

Noah Byler with Dewberry discussed the Hosford Well #3 project. The Liberty County Water Department will take care of the water pipes. North Florida Construction reduced bid is \$149,000.00. There should be approximately \$119,000.00 left in the project funds. Mr. Ford with Dewberry asked the Board if the County would be moving the generator. He recommended the Board move forward with all components while waiting on the pole barn bids. Motion was made by Commissioner Johnson to move forward with all components while waiting on the pole barn bids, second by Commissioner Sanders, and carried.

Motion was made by Commissioner Johnson to write letter to DOT on the Henry Kever Road elevation, second by Commissioners Sanders, and carried.

The Board discussed RFP for dental services for the County jail inmates. Mr. Phillips from the Liberty County Sheriff's Office advised the Board that the only dental work performed on the inmates were extractions. Mr. Phillips advised the Board that the dental services at the jail is working fine. The Board requested Mr. Phillips from the jail to contact Dr. Bontrager about dental services since he is local.

Monica Welles with Transit discussed USDOT Substance Abuse policy update. Attorney Myers reviewed and approved the policy update. Motion to approve USDOT Substance Abuse Policy Updates was made by Commissioner Johnson, second by Commissioner Branch, and carried.

Monica Welles with Liberty County Transit discussed North Florida Construction groundbreaking ceremony for the Transit Shop. The Board agreed to a groundbreaking ceremony for the Transit Shop and requested Ann Kincaid, the Liberty County Transit Supervisor to organize the event and notify the Board with date and time.

Clay Evans was not present at the meeting but the County Attorney discussed the Counties responsibility for maintenance of the school signals. The Board took no action.

Felton Hall was not present at the meeting. Re-agenda for the next meeting.

Donnie Read discussed Veterans Memorial Train Insurance. Mr. Read with the Liberty County Veterans Memorial Rail Road provided the Board with a copy of the railroad revised budget. He discussed the needed repairs and requested splitting the cost at \$3,500.00 for property and liability insurance with the Board. Motion made to split the cost of the insurance 50/50 in the amount of \$3,500.00 each was made by Commissioner Phillips, Commissioner Johnson voted "No", Commissioner Branch voted "No" Commissioner Sanders voted "Yes", Commissioner Barber voted "No". Mr. Read requested Commissioner Phillips to take the motion off the table. Commissioner Phillips withdrew the motion.

Ray Glisson, Recreation Director discussed transfer of Ford Flex to Supervisor of Elections Office in exchange for her Chevrolet Tahoe. Motion made to exchange vehicles was made by Commissioner Johnson, second by Commissioner Branch and carried.

Ray Glisson, Recreation Director discussed Playground equipment cost of repairs / maintenance. He advised the Board that the swings have been ordered. After conversation about the wood chips, the Board requested to re-agenda next meeting to check on the regulation associated with the chips, mulch, sand, etc. for the playground area.

Ray Glisson, Recreation Director discussed the website with Dick's Sporting Goods for the Recreation Department. This is an online service that is used to register and pay for Recreation events. A Separate bank account was set up to use as a sweep account.

Stephen Ford, 911 Director discussed the training for the 911 operators. He advised the Board that the cost of training could be taken out of his training line item in the 911 budget. He requested the Board adopt policy requirements once training is provided for new hires only. John Summers and Becky Dykes from the Liberty County Sheriff's Office addressed the Board. The cost of training will be \$550.00 online plus \$125.00 test registration fee per person. They will have to renew every 2 years @ \$50.00 cost. The Board requested to agenda next meeting to address the policy.

The Board discussed approval for Rhonda Lewis and Lisa Shuler from Emergency Management to attend the FEPA training in St. Augustine the week of February 5-9, 2018. Motion to approve travel and attendance to the conference was made by Commissioner Branch, second by Commissioner Sanders, and carried.

Commissioner Johnson requested the Board write a letter to DOT for all State and County ROW's to be mowed to the full extent of the ROW. Motion was made by Commissioner Johnson for the County Attorney to write a letter to DOT requesting this, second by Commissioner Branch, and carried.

Commissioner Branch made a Motion to get the tree removed on Shuler Road by Shawn Rudd's house, second by Commissioner Johnson, and carried. The Board requested the Clerk get quotes from Willis and Fant for this project.

Commissioner Johnson discussed the helicopter pad @ the Methodist Church in Telogia. Motion to get the paint and paint the helicopter pad with and "H" was made by Commissioner Johnson, second by Commissioner Sanders, Commissioner Branch voted "Yes" and requested to contact Darryl Carpenter on this, and motion carried. Stephen Ford advised the Board that there are three (3) pads in the County. Benny Jacobs with Broad Spectrum volunteered to repaint the Helicopter pads.

Commissioner Johnson discussed the light @ Estiffanulga Park. He stated that a light is needed because after dark you cannot see the guardrail. Motion to install a streetlight at Estiffanulga Park was made by Commissioner Johnson, second by Commissioner Branch and carried.

Commissioner Phillips discussed the cover over the picnic table Estiffanugla park that needs to be removed. The Board stated that Road and Bridge Department could take care of this. Motion was made by Commissioner Phillips to remove the cover, second by Johnson and carried. Mr. Glisson will look at the men's bathroom light that needs to be repaired.

Commissioner Johnson discussed the need for two new positions at Road and Bridge Department. The Budget would need to be supplemented to be able to fund the positions. Motion to advertise supplemental budget for Road and Bridge Department was made by Commissioner Johnson, second by Commissioner Phillips and carried.

Donnie Read discussed pine trees at the park that need to be removed. There are about 30 trees that need to come down at the Veterans Memorial Rail Road. Board discussed contacting Willis, Fant or Anders tree removal for estimates. Board will discuss at next month meeting.

Clerk Brown advised the Board that the City Council requested a County Representative be present at the City Council meeting scheduled on February 19, 2018 at 6:00 P.M. on the Public Hearing for the site plan approval for the Library Relocation. The Board requested the Chairman attend.

Clerk Brown advised the Board of an invoice from Gloria Keenan for cleaning out the Arts Council room at the Civic Center for the Library's temporary location to be paid out the Arts Council Budget in the amount of \$200.00 to Joe Harrison. Motion to approve invoice made by Commissioner Johnson, second by Commissioner Branch, and carried.

Clerk Brown requested Board approval of Budget Amendment #3 transferring \$15,000.00 from 1-511-251 Unemployment Compensation to 1-516-463 Maintenance of Other Buildings. The amendment was voted on at a previous meeting for the Library Roof Repairs at the Hosford Library. Motion to approve budget amendment #3 was made by Commissioner Johnson, second by Commissioner Phillips and carried.

2/8/2018						BA # 3
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.						
General Fund						
Account #	Description		Current Budget	Increase	Decrease	Revised Budget
Expenditures:						
General Governmental Services:						
1-511-251	Unemployment Compensation		\$ 16,598.00		\$(15,000.00)	\$ 1,598.00
General Government Services:						
1-519-463	Maintenance Other Buildings		\$37,234	\$15,000.00		\$ 52,234.00
Expenditure Total:			\$ 53,832	\$ 15,000	\$ (15,000)	\$ 53,832
This Budget Amendment duly approved and adopted by the Liberty County Board of County Commissioners at their regular meeting this 8th day of February 2018.						
Board of County Commissioners			ATTEST:			
Liberty County, Florida:						
Dexter Barber Chairman			Kathleen Brown Clerk to the Board of County Commissioners Liberty County, Florida			

Clerk Brown advised the Board that the proposal has been received from Doug Shuler, County Architect for the electrical upgrades from the appropriations awarded last year in the \$120,000.00. His proposal was \$8,184.00 for the Architectural/Electrical design services

only. Motion to approve proposal was made by Commissioner Phillips, second by Commissioner Sanders and carried.

Clerk Brown advised the Board that the Agreement was received today from the State on the \$120,000.00 appropriations for the Courthouse ADA Wheelchair Ramp and the Electrical Upgrades. The County Attorney reviewed and approved the agreement. Motion to approve agreement was made by Commissioner Johnson, second by Commissioner Branch and carried.

Stephen Ford, 911 Coordinator, discussed applying for a Grant to purchase a generator for the Liberty County Health Department. Mr. Ford will have a quote for the next meeting.

Page Wahlquist, Lead Water Operator discussed seven water customer accounts that need their accounts adjusted due to valve/leaks on the County side. Water supervisor Page Wahlquist requested Board approval to adjust these seven accounts and to adjust any and all accounts in the future when the leak is on the County side. Motion to make adjustments to these seven accounts and give Page Wahlquist, Lead Water Operator approval to make adjustments on all future accounts was made by Commissioner Johnson, second by Commissioner Sanders and carried. Commissioner Branch voted "Yes" but requested he make sure the issues are on the County side.

Motion to pay bills made by Commissioner Johnson, second by Commissioner Sanders and carried.

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

JANUARY 5, 2018 – FEBRUARY 8, 2018

Warrant List:

Payroll
General
Ship
Weatherization

Warrant numbers:

35431 - 35451
18075 - 18233
4475 - 4483
None

Bank EFT Payments: JANUARY 5, 2018 – FEBRUARY 8, 2018


Dexter Barber, Chairman


Kathleen E. Brown, Clerk of Court