

5:00 p.m.

The Suwannee County Board of County Commissioners met on the above date and time for a regular meeting and the following were present: Chairman Len Stapleton; Commissioner Don Hale; Commissioner Clyde Fleming; Commissioner Travis Land; and Commissioner Franklin White. Barry Baker, Clerk of Court; Keith Gentry, Chief Finance Director; Logan Woods, Deputy Clerk; Randy Harris, County Administrator; and James W. Prevatt, Jr., County Attorney, were also present.

Chairman Stapleton called the meeting to order at 5:02 p.m., led the invocation, and asked 4-H students to lead the Pledge of Allegiance to the Flag of the United States of America.

Chairman Stapleton moved to Proclamations and Presentations.

**PROCLAMATIONS AND PRESENTATIONS:**

**The eighteenth item on the agenda** was a presentation by 4-H.

Chairman Stapleton commented on the importance of 4-H and work of the students involved. After the 4-H members introduced themselves, the Board thanked them for their work.

Discussion ensued on the work of the 4-H students and Commissioners' comments.

A proposed resolution was read into the record proclaiming October 3-9, 2021 as National 4-H Week in Suwannee County and the Board paused for pictures (no vote was taken on the resolution).

**MINUTES:**

**The first item on the agenda** was to approve the minutes of the September 7, 2021 Regular Meeting; September 16, 2021 Special-Called Meeting; September 20, 2021 Final Budget Hearing; and September 21, 2021 Regular Meeting.

**Commissioner Land moved to approve the minutes of the September 7, 2021 Regular Meeting; September 16, 2021 Special-Called Meeting; September 20, 2021 Final Budget Hearing; and September**

**21, 2021 Regular Meeting, as written. Commissioner Fleming seconded, and the motion carried unanimously.**

**CONSENT:**

Items six, seven, fifteen, sixteen, and seventeen were pulled for discussion.

**The second item on the agenda** was to approve payment of \$4,531,749.10 in processed invoices.

**The third item on the agenda** was approval of FMIT Firefighter Cancer Benefit Program quote proposal for renewal of coverage. Budget impact: \$2,628.18 annual premium to be paid from the Fire budget. \$905.94 increase in rates from the previous year.

**The fourth item on the agenda** was approval of an amendment to a Public Transportation Grant Agreement (PTGA) to add additional funds to the Design and Rehab of existing General Aviation (GA) Terminal Project (FDOT #433128) at the Suwannee County Airport, and adoption of an enabling resolution. **(Agreement No. 2019-79-03 and Resolution No. 2022-01)**

**The fifth item on the agenda** was approval of an agreement with Government Services Group, Inc. (GSG) for the creation and submittal of the Fire Rescue Assessment Land Roll for FY 2022-23. Budget impact: \$8,500 paid from the Fire budget. **(Agreement No. 2022-01)**

**The sixth item on the agenda** was approval of approval of a Task Order with North Florida Professional Services, Inc. for a CR 136 speed zone study. Budget impact: \$2,735 paid from Road Department Professional Services line.

This item was pulled for discussion.

**The seventh item on the agenda** was approval of a Task Order with Locklear & Associates for professional engineering services associated with preparation of a 20-year pro forma for a conceptual solid waste management facility. Budget impact: to be paid from Board's Professional Services line.

This item was pulled for discussion.

**The eighth item on the agenda** was approval an agreement with Meridian Behavioral, Inc. for space donated by Suwannee County for FY 2021-2022. **(Agreement No. 2022-02)**

**The ninth item on the agenda** was approval of County Records Disposition Request #23 for the Extension Office and Clerk's Records Disposition Requests #42 and #43 for destruction of records that have met their retention.

**The tenth item on the agenda** was approval of Change Order No. 4 with Salser Construction, LLC in the amount of \$7,640.21 for work associated with CR 136/I-75 Collection and Transmission Lines. Budget impact: paid from grant proceeds. **(Agreement No. 2020-48-04)**

**The eleventh item on the agenda** was approval of Change Order No. 2 with Music Construction, Inc. in the amount of \$7,086.96 for work associated with the CR 136/I-75 Water Treatment Plant and extension of time for completion of construction. Budget impact: paid from grant proceeds. **(Agreement No. 2021-13-02)**

**The twelfth item on the agenda** was approval of Change Order No. 1 with Music Construction, Inc. for extension of time for completion of construction for the CR 136/I-75 Wastewater Treatment Plant. Budget impact: \$0.00. **(Agreement No. 2020-47-01)**

**The thirteenth item on the agenda** was approval of a Change Order with CDM Contracting, Inc. in the amount of \$5,680 for work associated with the construction of sidewalks in various locations on Craven Street (FDOT #435682-2-58-01). **(Agreement No. 2021-99-01)**

**The fourteenth item on the agenda** was approval of a Task Order with North Florida Professional Services, Inc. for engineering services associated with paving Express Street from Henry Avenue to Feed Mill Avenue. Budget impact: funded by FDOT. **(Agreement No. 2022-03)**

**The fifteenth item on the agenda** was authorization to purchase a Global Positioning System (GPS) for the Public Works Department utilizing Sourcewell Contract No. 020221-NWF for a not-to-exceed price of \$1,300 a month. Budgeted item.

This item was pulled for discussion.

**The sixteenth item on the agenda** was authorization to advertise a Request for Proposals for grant administration associated with a CDBG application for construction of a building.

This item was pulled for discussion.

**The seventeenth item on the agenda** was authorization to advertise a Request for Qualifications for architect/engineering services associated with a CDBG application for construction of a building.

This item was pulled for discussion.

**Commissioner Hale moved to approve consent items 2-5 and 8-14. Commissioner White seconded, and the motion carried unanimously.**

**The sixth item on the agenda** was approval of approval of a Task Order with North Florida Professional Services, Inc. for a CR 136 speed zone study. Budget impact: \$2,735 paid from Road Department Professional Services line.

Suwannee County Chief Deputy Sheriff Buddy Williams, 1902 NE Duval Street, stated he did not think paying for a study was necessary, as the Sheriff's Office could provide the information needed. He discussed the results of the office's own speed study on CR 136, traffic crash data, and number of vehicles that passed through the location, as well as at what point over the speed limit citations could be written.

Much discussion ensued on the speed limit and data gathered by the Sheriff's Office.

Commissioner Hale asked if the information provided by the Sheriff's Office was satisfactory for engineer and other needs. County Administrator Harris replied that it could and recommended that the Sheriff's Office and engineers further discuss the information.

Discussion ensued on citizen requests to increase the speed limit on CR 136 from 45 to 55 miles-per-hour once outside of the city limits.

**The Board took no action.**

Chairman Stapleton moved to General Business.

**GENERAL BUSINESS:**

**The nineteenth item on the agenda** was to discuss, with possible Board action, Preliminary Plat approval of Rockwell Estates Subdivision.

Ronald Meeks, Planning and Zoning Director, discussed the 20-acre subdivision, noting it contained four five-acre lots and was located off County Road 49. He also discussed the shared driveway accesses, and that the subdivision did meet requirements. Mr. Meeks then entered the file into the record, which County Attorney Prevatt accepted as Composite Exhibit #1.

**Commissioner Hale moved to approve the Preliminary Plat of Rockwell Estates Subdivision.**

**Commissioner Land seconded, and the motion carried unanimously.**

**The twentieth item on the agenda** was to discuss, with possible Board action, Final Plat approval of Addy Reign Acres Subdivision.

Mr. Meeks stated that the 45-acre subdivision contained nine lots, each five acres in size, and was located in Section 30, Township 3, Range 12. He also discussed the shared driveway accesses and the final plat included corrected utility easements discussed during preliminary approval. Mr. Meeks stated the final plat had been reviewed for compliance and entered the file into the record. County Attorney Prevatt accepted the file as Composite Exhibit #1.

**Commissioner Land moved to approve the Final Plat of Addy Reign Acres Subdivision.**

**Commissioner Fleming seconded, and the motion carried unanimously.**

Chairman Stapleton returned to Consent items.

**CONSENT:**

**The seventh item on the agenda** was approval of a Task Order with Locklear & Associates for professional engineering services associated with preparation of a 20-year pro forma for a conceptual solid waste management facility. Budget impact: to be paid from Board's Professional Services line.

Commissioner Land asked the purpose of the study. County Administrator Harris replied it was to review in depth finances related to landfill creation, including costs to construct and maintain a landfill.

Commissioner Land recommended potentially getting a second opinion on the project from a different firm to verify the numbers provided by Locklear & Associates.

Discussion ensued on the study, what was included, and Commissioner Land's request to obtain a second opinion at a later time.

**Commissioner White moved to approve a Task Order with Locklear & Associates for professional engineering services associated with preparation of a 20-year pro forma for a conceptual solid waste management facility. Budget impact: to be paid from Board's Professional Services line. Commissioner Land seconded, and the motion carried unanimously. (Agreement No. 2022-04)**

**The fifteenth item on the agenda** was authorization to purchase a Global Positioning System (GPS) for the Public Works Department utilizing Sourcewell Contract No. 020221-NWF for a not-to-exceed price of \$1,300 a month. Budgeted item.

After questioning, County Administrator Harris stated that it would be a recurring cost.

**Commissioner Fleming moved to authorize purchasing a Global Positioning System (GPS) for the Public Works Department utilizing Sourcewell Contract No. 020221-NWF for a not-to-exceed price of \$1,300 a month. Budgeted item. Commissioner White seconded, and the motion carried unanimously.**

**The sixteenth item on the agenda** was authorization to advertise a Request for Proposals for grant administration associated with a CDBG application for construction of a building.

This item was discussed and approved along with item seventeen.

**The seventeenth item on the agenda** was authorization to advertise a Request for Qualifications for architect/engineering services associated with a CDBG application for construction of a building.

Commissioner Hale stated that he had a public request for items sixteen and seventeen to be discussed for further clarification.

County Administrator Harris discussed the need to advertise for the two items as part of the requirements for a \$5 million grant for building construction. He stated the facility would be a multi-use, hardened building to use for not only a storm shelter, but also to serve as a potential quarantine building per the grant's pandemic provision. County Administrator Harris further discussed the grant associated with the building, as well as the timeline for additional steps to complete.

Discussion ensued on the short timeline to complete the RFQ advertisement, selection of companies, holding of public hearings, and need to complete all the requirements by November 1 to continue with the grant application.

Commissioner Land questioned where the building would be placed and proposed costs. County Administrator Harris replied the County currently did not have a location for the building, but that there was not a grant match required. He added that the maximum amount provided by the grant was \$5 million, which was the proposed estimate for the cost of building construction.

Discussion ensued on not having a specific location for the proposed building, pandemic provision, other uses for the building, need for a hardened facility for storm shelter use, and applying for the grant even without a more concrete plan regarding the building.

County Administrator Harris discussed past plans for a convention center that had never been realized due to funding shortfalls; however, the grant would provide funding for such a building.

Discussion ensued on past Commissions' desires to have a larger, multi-purpose convention center, and that the grant's use was for general building construction and not just for quarantining those affected by the pandemic so that in the future it could be used for other purposes.

County Administrator Harris replied that the grant process was typical, and it could be roughly six months to a year before the County would know whether they had received the grant.

Wayne Hannaka, 1183 93<sup>rd</sup> Road, Live Oak, stated that he had constructed a hardened building several years before at roughly \$500 per square foot and that it would be more expensive now.

Discussion ensued on the size of the proposed building and size of the Coliseum for comparison.

Chairman Stapleton asked whether other counties had ever turned down receipt of such a grant. County Administrator Harris replied that it would be highly unlikely due to the amount of work and effort put into the grant application and that turning down a grant reduced chances to receive one in the future.

Discussion ensued on benefit of the building to the County.

Commissioner Land further discussed his concern over the vagueness of the grant and whether the County truly needed the grant funding for a building for which they did not have a more detailed plan. He did not like the process behind obtaining the grant and wished to have a more concrete plan in place before applying for funds, instead of applying for the grant just to receive money.

County Administrator Harris reiterated all the steps to complete before November 1.

Shannon Roberts, County Content Manager, discussed grant funding, process behind applications, and awarding of such grants. He noted grants were often vague and the details took time to work out.

Discussion ensued on challenges associated with larger grants.



County Administrator Harris further discussed details of grant processes, noting that grants often required plan progress reports to be submitted periodically to be signed off by grant administrators.

Moses Clepper, 14581 102<sup>nd</sup> Path, Live Oak, asked how much of a commitment was expected of the County if it received the grant. County Administrator Harris replied a grant match was not required and discussed the potential input the County would have regarding various work on the project.

Much discussion ensued on Commissioner Land's concerns, time limit to construct the building if the grant was awarded, and extensiveness of CDBG projects that took a much longer time to complete.

Bo Hancock, 6135 Wiggins Road, discussed concerns with lack of County planning and felt there should be clearer goals with future development.

**Commissioner Fleming moved to authorize both advertising a Request for Proposals for grant administration associated with a CDBG application for construction of a building and advertising a Request for Proposals for architect/engineering services associated with a CDBG application for construction of a building. Commissioner Hale seconded, and the motion carried unanimously.**

**PROCLAMATIONS AND PRESENTATIONS:**

**The eighteenth item on the agenda** was a presentation by 4-H.

This item was discussed prior to approval of minutes.

**COMMISSIONERS ITEMS:**

There were none.

**COUNTY ATTORNEY ITEMS:**

There were none.

**GENERAL BUSINESS:**

**The twenty-first item on the agenda** was to discuss, with possible Board action, driveway application fees.

County Administrator Harris discussed the history of driveway application fees, noting that it was \$15 in 1997 and there was an attempt in 2003 to raise the fee to \$50 per permit which had failed at the time; he asked the Board to consider raising the fee to \$50, as it was still currently \$15.

**Commissioner White moved to approved raising the driveway application fee to \$50.**

**Commissioner Fleming seconded, and the motion carried unanimously.**

**The twenty-second item on the agenda** was to discuss, with possible Board action, surplus properties.

County Attorney Prevatt discussed the two-week advertisement requirement once offers were received on the surplus properties.

Discussion ensued on the advertisement requirement and process of bidding on the properties.

It was noted that the various offers on a property would be kept by the real estate agency, and after the required two-week advertisement, the offers would be reviewed together.

Discussion continued on the process of selling the properties and how offers were considered, as well as whether the sale of the properties could be done by a normal bid process so that the offers were confidential and opened at one time.

Much discussion ensued on the best process to sell the properties and keep offers confidential.

**Commissioner White moved to approve selling of the properties through an official bid process in order to keep the offers confidential and that the bid date would be advertised. Commissioner Land seconded, and the motion carried unanimously.**

Clerk of Court Barry Baker asked that the bids be clearly labeled.

**The twenty-third item on the agenda** was to discuss, with possible Board action, establishment of rates for commercial lease dumpsters serviced by the County.

County Administrator Harris stated that if the Board approved increased rates, it would have to be done by a rate resolution that would have to be brought back at the next regular Board meeting in a public hearing. He added that an ordinance was also needed that would allow the rates to be changed in the future by additional rate resolutions. County Administrator Harris then discussed the proposed updated schedule of lease rates for commercial dumpsters.

Discussion ensued on the updated schedule of rates and disposal costs per cubic weight.

County Administrator Harris reiterated that approval of the updated schedule of rates and the ordinance would have to be brought back for Board approval after an advertised public hearing.

Discussion ensued on the need to raise the commercial dumpster lease rates, potential effective date of January 1, 2022 for the new rates, sending of notices to those with dumpster leases, and whether to approve the new schedule of rates as presented or to increase some lines to offset overhead expenses.

County Administrator Harris stated that the rate resolution to be presented at the next meeting could be adopted with or without changes to the updated rates.

**The Board agreed by consensus to proceed with the rate resolution and the advertisement of a public hearing to approve the updated schedule of rates.**

**The twenty-fourth item on the agenda** was Additional Agenda Items.

There were none.

**The twenty-fifth item on the agenda** was public concerns and comments. [Filling Comment Card required and forwarded to Chairman or County Administrator. Individual speakers from audience allowed three (3) minutes and a single representative or spokesperson allowed seven (7) minutes to speak following recognition by Chairman and must speak from the podium – one (1) trip to podium].

Tommy Harding, 431 SE Drive, Madison, discussed his company's plan to obtain a permit to do curbside pickup of garbage, adding that he planned to start the service in November and waste would be taken to the landfill. Mr. Harding discussed costs for service and cans, and that the pickup was only for the County, as the City of Live Oak had their own company for curbside pickup.

**The twenty-sixth item on the agenda** was Administrator's comments and information.

County Administrator Harris had nothing to discuss.

**The twenty-seventh item on the agenda** was Board Members' inquiries, requests, and comments.

Commissioner White thanked the public for attending the meeting and for their input.

Commissioner Fleming had nothing to discuss.

Commissioner Land echoed Commissioner White's comments and thanked the public.

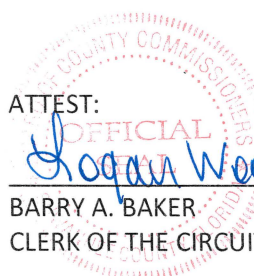
Commissioner Hale also thanked citizens for their input and asked for prayers for Deputy Clerk Eric Musgrove and his family, as well as several other citizens.

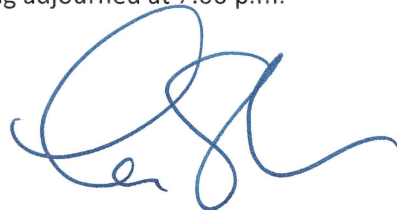
Chairman Stapleton thanked everyone for their patience throughout the meeting and stated the Board would continue to do their best.

**Commissioner Hale moved to adjourn the meeting. Commissioner Land seconded, and the motion carried unanimously.**

There being no further business to discuss, the meeting adjourned at 7:06 p.m.

ATTEST:

  
Barry A. Baker, DC  
BARRY A. BAKER  
CLERK OF THE CIRCUIT COURT



LEN STAPLETON, CHAIRMAN  
SUWANNEE COUNTY BOARD OF  
COUNTY COMMISSIONERS