

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS
Regular Session
February 3, 2022
6:00 P.M.

The Board met this date in regular session. Present were Chairman Gene Hall, Commissioners Betsy Barfield, JT Surles, Stephen Walker and Chris Tuten. Also present were County Attorneys Buck Bird and Scott Shirley, County Coordinator Parrish Barwick and Planning Official Shannon Metty.

1. Chairman Hall called the meeting to order and Reverend Cook led the invocation and pledge of allegiance.
2. **On motion by Commissioner Barfield, seconded by Commissioner Surles and unanimously carried, the consent agenda, consisting of the approved agenda, General Fund and Transportation Fund Vouchers, Minutes from the October 7th, October 21st, November 4th, November 18th, December 2nd and December 9th, 2021 regular sessions and the contract renewal for Langton Consulting were approved.**
3. County Attorney, Scott Shirley opened up item 4a, the Debris Removal Ordinance. He discussed the two attachments which detailed the difference between debris removal on public versus private property. It was the consensus of the Board to move forward and schedule an Ordinance meeting.
4. Commissioner Tuten introduced 4b, a Letter of Agreement between the County and Natural Shrimp/Hydrenesis, LLC. **On a motion by Commissioner Walker seconded by Commissioner Surles and unanimously carried, the Board approved that signing and moving forward with the Letter of Agreement.**
5. County Coordinator Parrish Barwick introduced item 4c, the Counties SCRAP/SCOP/CIGP project submittal list. **On a motion by Commissioner Barfield and seconded by Commissioner Walker and unanimously carried, the Board approved requesting Ashville Highway (phase 2, Bassett Dairy Road to Luther Fountain Drive) and Boston Highway (phase 2, Still Road to Gilley Road) as their SCOP request, Aucilla Highway resurfacing project (from US 19 to South Salt Road) as their SCRAP request and Old Lloyd Road as their CIGP request.**
6. County Attorney Scott Shirley introduced item 4d, the updated Road Bond Resolutions. **On a motion by Commissioner Walker and seconded by Commissioner Surles and carried 4 to 1 with Commissioner Barfield being the dissenting vote, the Board approved moving forward with signing the closing of the Road Bond.**
7. Commissioner Hall introduced item 4e, the audit of the A building. He asked if the Clerk of Court's Office could bring back an analysis of the Grant awards since the inception of the project. More specifically, an analysis concerning the breakdown between Federal and State Grant Funds awarded and County matching dollars required as part of the grant awards.
8. Commissioner Tuten introduced item 4f, the County's P-Card Policy. After discussion, Chairman Hall passed the gavel to Vice-Chair Barfield and made a **motion that was**

seconded by Commissioner Surlles to have the Board Staff manage its P-Cards. Specifically, County staff will make each employee that has a P-Card reads the policy and signs a statement stating they understand and will follow the policy. In addition, County staff will manage each cardholders account. County staff will approve each charge and at the end of each month, collect each signed invoice and reconcile each cardholders account. They will then forward the complete reconciliation to the Clerk's office for payment. It carried unanimously.

9. Sheriff McNeill reminded the Board that his road side trash detail was about to begin and asked that any volunteers contact their office.
10. Commissioner Tuten opened up a discussion about the County Department Managers coming before the Board and presenting their budget versus actual in an effort to gain a better understanding of how each Department is operating. After discussion, the consensus was to place this item on the next meeting's agenda to finalize the concept.
11. Commissioner Barfield stated that she would like County Coordinator Parrish Barwick to update the Counties Travel Policy and discussed moving forward with an RFP for County Engineering services.
12. **On motion by Commissioner Walker, seconded by Commissioner Tuten and unanimously carried, the meeting was adjourned.**

**Board of County Commissioners
Jefferson County, Florida**

Gene Hall, Chairman

ATTEST:

Kirk Reams, Clerk of Court