

Jefferson County Board of County Commission
Regular Session
August 3rd, 2023

The Board met this date in regular session.

Present were Chairman Chris Tuten; Commissioner Gene Hall; Commissioner Austin Hosford; Commissioner JT Surles; Commissioner Stephen Walker; County Manager Shannon Metty; County Attorney Evan Rosenthal

Chairman Tuten called the meeting to order. Commissioner Hall led the Invocation and Pledge.

- Agenda Item #2: Public Announcements, Presentations and Awards
 - None
- Agenda Item #3: Citizens Request and Input on Non-Agenda Items
 - Major Haynes, resident, stood to recognize the hard work and dedicate of Jefferson County Sheriff Mac McNeill as well as Jefferson County EMS Captain Paramore, Jefferson County EMS Paramedic Evans and Jefferson County Fire Chief Burrus who all took the time to follow up after the need for their services. He stated he was honored to live in such a loving community.
- Agenda Item #4: Consent Agenda
 - A motion was made by Commissioner Walker, seconded by Commissioner Surles, and unanimously carried, for the Board to approve the Consent Agenda consisting of: Revised-6-22-2023 Budget Workshop Minutes, Revised-7-6-2023 Budget Workshop Minutes and Vouchers to be Paid (not attached to the agenda)
- Agenda Item #5-A: Special Exception Moratorium
 - County Attorney Encinosa reviewed the drafted extension of the Special Exception Moratorium.
 - Commissioner Hosford motioned to approve the Moratorium as drafted. Commissioner Hall seconded the motion. Motion passed unanimously.
- Agenda Item #5-B: Tax Collector Agreement
 - County Attorney Rosenthal reviewed the drafted agreement with the Tax Collector's Office.
 - Commissioner Surles motioned to approve the Agreement as drafted. Commissioner Walker seconded the motion. Motion passed unanimously.
- Agenda Item #5-C: COLA Discussion
 - County Budget Officer Rojas opened the discussion for the upcoming fiscal year.
 - Commissioner Walker stated that he felt the 3% increase was not enough to offset the rising costs of living. He stated he was open to a 5% increase should that be the will of the Board.
 - Chairman Tuten agreed with Commissioner Walker and asked Mr. Rojas to look at the overall budget utilizing the 5%.
 - After hearing from Mr. Rojas regarding the change to the 5%, it was the will of the Board to give a 5% increase for the upcoming fiscal year. No motion required, but it carried with unanimous consensus.
- Agenda Item #6: Clerk of Court
 - Not Present

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- Agenda Item #7: County Engineers
 - County Engineer Jack Husband presented a handout reviewing the options for the curve at Old Lloyd Road. He also gave an update with the Casa Bianca Road Project and stated that he was unhappy with the quality of the roadway striping so additional work was to be done.
 - County Manager Metty explained that she spoke with DOT representatives who explained a guardrail would not be a good option as it is costly to install and replace when/if an accident occurs. She added that they further explained the cost to replace falls solely to the County to replace in the event of an accident because insurance does not cover.
 - Commissioner Surles understood the information provided but urged County Manager Metty to work with Mr. Husband to come to a reasonable agreement.
 - County Engineer JoAnn Moore gave an update on the Boston Highway Project and Road Bond.
 - Commissioner Hall voiced his concerns for North Norias Road and Cemetery.
- Agenda Item #8: County Attorney
 - Nothing at this time.
- Agenda Item #9: County Manager
 - County Manager Metty reviewed the Contingency for fiscal year 2022-2023. She informed the Board that the purchase of the brush cutter was going to be coming in one of the next meetings.
 - County Manager Metty asked for the Board's direction on who should have access to the bank's accounts. She explained that Clerk Reams has stated Mrs. Crystal Burns and Mrs. Sherry Sears should be the only ones to have access, although she feels the County Manager's Office should have viewing authority.
 - After discussion, it was the consensus of the Board to add County Manager Metty and County Budget Officer Rojas to all accounts. They further defined that all account access should be the County Manager's Office, the Clerk of Court, the Chairman of the Board, the Vice Chairman of the Board. It was also the will of the Board to reinforce and begin utilizing dual live signatures on all payments, no stamp signatures. They asked County Manager Metty to collect and dispose of all signature stamps.
 - Fire Chief Burrus stood in opposition to changing the way the finances are being handled. He stated that he feels the more people who are involved the worse it gets. He added that some of his accounts have lapsed due to the current process and he feels things should go back to the way they were previously handled.
 - Cindy Pyburn, resident, stated that as a banker and former auditor having dual control for payments and accounts are massively important for any operation, especially that of the County. She added that it is vital to have a monthly operating statement that gets reviewed.
 - County Manager Metty agreed that the current system is broken and she is trying to work with County Staff and the Clerk's Office to find a better solution.
 - Mrs. Nikki Sauls, Clerk of Court employee, stated that there are breakdowns in the current system but defended herself by stating she will not be blamed for them.

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- Agenda Item #10: County Commissioners
 - Commissioner Hall voiced concerns for the facilities at the Wacissa River and the need for ADA Compliance options. He also stated that after speaking with Mr. Chris Doolin it is now the responsibility of the Courthouse to have a breastfeeding station available. He instructed the County Manager's Office to be mindful of this for the upcoming budget year.
 - Commissioner Walker followed up to Commissioner Hall's information regarding the breastfeeding station and stated the Courthouse is responsible for their facilities but the Board should be mindful for other offices such as the Annex and Library. He also instructed County Budget Officer Rojas to create a vendor list and audit any that are past due.
 - Commissioners Hosford and Surles has nothing to add.

On motion by Commissioner Surles, seconded by Commissioner Walker, and unanimously carried, the meeting was adjourned at 7:00pm

Respectfully submitted,

Renee' Long

Renee' Long-Jefferson County Deputy County Manager

Board of County Commissioners
Jefferson County, Florida

ATTEST:

Chairman

Clerk of Court