

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

August 21, 2025, 4:30 PM
435 W Walnut St, Monticello FL, 32344

The Board met on this date for a Regular and Executive Session. Present were Chairman Austin Hosford, Commissioners Ben White, JT Surles, Jessica Gramling, and Gene Hall. Also present were Clerk of Court Trey Hightower, County Attorney Evan Rosenthal, Assistant County Attorney Kirsten Mood, and County Manager Shannon Metty.

The board meeting opened with an Executive Session, during which Chairman Hosford recused himself from voting due to a conflict of interest, and a citizen provided comments. In the Regular Session, the board approved the agenda, presented awards to community members, and heard a range of citizen concerns, including issues with local roads, internet access, and upcoming community events. Several business items were unanimously approved, including agreements for a pickleball court project, a Gas Station TV promotional campaign, a local preference ordinance, and updates to the county's personnel policy. Updates were provided by the Clerk of Courts, County Engineer, and County Manager, who announced grant funding for courthouse lighting and changes to September meeting dates. Commissioners addressed various local topics before adjourning the meeting.

Executive Session (00:03:45)

1. **Commissioner Gramling motions to close the Executive Session, seconded by Commissioner Surles and unanimously approved by the board.**
2. Chairman Hosford recuses himself from voting on any item due to Truck Stop involvement.
3. Citizen John Broadway comments on the Executive Session.

Regular Session

1. **Call to Order, Invocation, Pledge of Allegiance (00:05:05)**
2. **Approval of the Agenda (00:06:02)**
3. **Public Announcements, Presentations and Awards (00:06:20)**
 - a. Presentation of portrait of Mr. Stephen Walker by his family.
 - b. Chief Burris presents a Life Saver award on behalf of the Jefferson County Fire Rescue to Kevin Harvin.
4. **Citizens Request and Input on Non-Agenda Items (00:10:19)**

****Note: Not all citizens spoke at the same time. Some comments were made at the end of General Business due to meeting start time discrepancies.**

 - a. Beth Young brings attention to the destruction on Deerwood Road and speaks to the paving on Asheville Highway.
 - b. Hunter Baumgardner provides an explanation regarding paving on Asheville Highway.
 - c. Mark Prasek speaks to the closing of Winn Dixie and suggests ordering groceries online.

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- d. Cindy Forehand asks about the status of internet connection in relation to Tri-County.
 - e. Property Appraiser Angela Gray states that TRIM notices will go in the mail tomorrow, August 22, 2025.
 - f. Bill Snyder speaks to a presentation video series: A Citizen's Quick Start Guide to the Constitution.
 - g. Katrina Richardson suggests that the TDC and Chamber of Commerce should be under one roof. She provides a handout for each board member.
 - h. Rose Marie submitted 19 agenda items for the TDC to consider in the August meeting. She submitted 11 agenda items today, August 21, that she would like to see in the September meeting.
 - i. Michelle Arceneaux announces the upcoming parade and asks for volunteers.
- 5. Consent Agenda (00:23:16)**
- a. **Commissioner Gramling motions to approve the Consent Agenda, seconded by Commissioner White and unanimously approved by the board.**
- 6. General Business (00:23:40)**
- a. **Pickleball Court Contractor Award/Agreement (00:23:40)**
 - i. Shannon Metty highlights the bid.
 - ii. **Commissioner Surles motions to approve the Pickleball Agreement, seconded by Commissioner Gramling and unanimously approved by the board.**
 - b. **Continuing Services Award/Agreement (00:26:00)**
 - i. **Commissioner Surles motions to approve the Continuing Services Agreement, seconded by Commissioner Hall and unanimously approved by the board.**
 - c. **Local Preference Ordinance (00:26:19)**
 - i. Counsel highlights the Local Preference Ordinance in accordance with Florida Statutes.
 - ii. **Commissioner Gramling motions to approve the Local Preference Ordinance, seconded by Commissioner Surles and unanimously approved by the board.**
 - d. **TDC-Gas Station TV (00:28:10)**
 - i. Shannon Metty speaks to the Gas Station TV promotional campaign. The total cost is \$10,000 for three months. DeBerry will do the videography.
 - ii. **Commissioner Gramling motions to approve the Gas Station TV Contract, seconded by Commissioner Hall and unanimously approved by the board.**
 - e. **Ambulance Purchase (00:31:53)**
 - i. Shannon Metty states that the Fire/EMS Department needs a new ambulance. It is \$295,000, which includes a stretcher and lift. We have

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approximately \$60,000 in impact fees. She suggests the restitution as a possible source of funding.

ii. **Commissioner Surles motions to approve utilizing the restitution funds, seconded by Commissioner Gramling.**

iii. **Commissioner Surles amends his motion as stated by Counsel, seconded by Commissioner Gramling. It is not brought to a final vote, but general consensus of the board is stated.**

iv. Chief Burrus clarifies that we purchase a new ambulance every two years. The last one we ordered was in 2020. The new order has been delayed. They have decided to utilize a different company.

f. Updated Work Chart and Personnel Policy (00:35:41)

i. Counsel Evan Rosenthal details this item regarding the transfer of duties from the HR Office to the Clerk's Office. The Clerk will oversee non-discretionary HR functions.

ii. Shannon Metty speaks to the revised work chart.

iii. **Commissioner Gramling motions to approve, seconded by Commissioner Surles and unanimously approved by the board.**

7. Clerk of Courts (00:47:19)

a. Shares a new addition to the Clerk's Office website. There is now a YouTube Channel where all board meeting recordings can be viewed, and timestamps will be included in the minutes as a guide to help navigate the videos.

8. County Engineer (00:48:39)

a. Updates on Boston Highway Phase I & II. Thanks the board for voting on the Work Authorization.

9. County Attorney

10. County Manager (00:50:01)

a. Duke Energy Grant to upgrade the lights at the Courthouse parking area. The meetings in September are different because of Labor Day. Our first meeting will be on September 11, and the second meeting will be on September 25.

b. **Commissioner Gramling motions to approve the September meeting dates, seconded by Commissioner Hall and unanimously approved by the board.**

c. The legislative delegation meeting is on Monday, September 8th.

11. County Commissioners (00:54:33)

a. Commissioner Hall speaks to the Splash Pad pricing.

b. Commissioner Surles compliments the new mowers.

c. Chairman Hosford asks for an FDLE investigation and private road update.

12. Adjourn (00:59:31)

a. **Commissioner Surles motions to adjourn, seconded by Commissioner White and unanimously approved by the board.**

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ATTEST

Cecil Trey Hightower
Clerk of the Circuit Court

ATTEST

Austin Hosford
Chairman

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Hosford, Austin	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Jefferson County Board of County Commissioners
MAILING ADDRESS 1 Courthouse Circle Rm 10, Monticello FL 32344	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY Monticello COUNTY Jefferson	NAME OF POLITICAL SUBDIVISION: N/A
DATE ON WHICH VOTE OCCURRED August 21, 2025	MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Austin Hosford, hereby disclose that on August 21, 2025 :

(a) A measure came or will come before my agency which (check one or more)

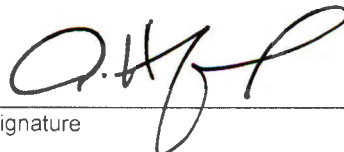
- ☒ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____;
- ☐ inured to the special gain or loss of my relative, _____;
- ☐ inured to the special gain or loss of _____, by whom I am retained; or
- ☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I am the owner of the Marathon Gas Station on 5185 S Jefferson Street. This results in a conflicting interest in voting on any matters relating to the Truck Stop Involvement.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

9/5/2025
Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.