

# Board of County Commissioners

## Jefferson County, Florida

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Stephen G. Fulford  
District 1, Chair

John Nelson, Sr.  
District 2

Hines F. Boyd  
District 3

Betsy Barfield  
District 4

Danny Monroe, III  
District 5

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### Regular Session Agenda August 18, 2011 at the Courthouse Annex 435 W. Walnut St. Monticello, FL 32344

1. **6:00 P.M. – Call to Order, Invocation, Pledge of Allegiance**
2. **Public Announcements, Presentations, & Awards**
  - a) **Floridians Against Real ID – Paul Henry**
3. **Consent Agenda**
  - a) **Approval of Agenda**
  - b) **Minutes of July 21, 2011 Regular Session**
  - c) **Minutes of August 4, 2011 Regular Session**
4. **Citizens Request & Input on Non-Agenda Items**  
(3 Minute Limit, No Commissioner Discussion.)
5. **General Business**
  - a) **Proposed Solid Waste Resolution – Commissioner Boyd**
  - b) **CDBG Program – Tanya Johnson-Bellamy**
  - c) **Value Adjustment Board Appointments – Kirk Reams**
  - d) **Volunteer Policy/Application – Scott Shirley**
  - e) **Redistricting Issues – Charles Parrish**
  - f) **Request to Review Rd. Dept. Organization & Service Delivery – Chairman Fulford**
  - g) **Fencing Perimeter of Easement: Wacissa River Property – Comm. Monroe**
6. **PUBLIC HEARING (7 PM) – PETITION TO VACATE CANTEY ROAD**
7. **County Coordinator's Report**
  - a) **Department Head Reports**
  - b) **Agreement to Market Surplus Boulders**
  - c) **Roadway Mapping Process**
8. **Citizen's Forum**  
(3 Minute Limit, Discussion Allowed.)
9. **Commissioner Discussion Items**
10. **Adjourn**

From the manual "Government in the Sunshine", page 40:

Paragraph C. Each board, commission or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that if a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

**ITEM 2(a): FLORIDIANS AGAINST REAL ID**

# The Florida Driver's License Citizen Protection Act



**Floridians**  
**Against REAL ID**

Prepared by:  
Paul Henry  
Floridians Against REAL ID  
[www.liberty2010.org/realid](http://www.liberty2010.org/realid)  
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850-364-8843

# The Florida Driver's License Citizen Protection Act

## One Page Summary

### WHAT:

- a. This law adds a new section to Chapter 322 to establish procedures in driver's license and ID card issuances and renewals.
- b. This law prohibits electronic or physical copying or storing of any documents produced by a citizen, but allows copying & storing those of non-citizens.
- c. This law clarifies the procedure for renewals, endorsements, address changes, etc. of citizens already licensed in Florida and mandates photos on file as the primary identification to be used.
- d. This law bans certain photo standards, electronic tracking devices such as RFID on licenses, and also fingerprinting citizens.
- e. The law requires the secure destruction of copies of papers seized from citizens prior to the effective date with a deadline date of September 11, 2012.
- f. This law does away with the residential address requirement for those with protected addresses such as law enforcement, judges, and domestic violence victims.
- g. This law has an effective date of July 4, 2012 or upon becoming a law, whichever happens first.

### WHY:

- a. This law is in response to the federal REAL ID Act passed by Congress in 2005 in violation of the 10<sup>th</sup> Amendment of the U.S. Constitution- i.e. Congress cannot dictate to the states how they issue their own driver's licenses.
- b. Roughly half of the states have not complied with REAL ID. There has been no withholding of federal funds from any state that has not complied with REAL ID. All attempts to do so in both Democratic and Republican Congresses have failed.
- c. The REAL ID law has caused a great deal of hardship for citizens of Florida, notably divorced or remarried women.
- d. The REAL ID law has cost the taxpayer over \$10 million in Florida alone and has not resulted in the capture or identification of any illegal aliens or terrorists, which were the goals of the law.
- e. Despite the REAL ID Act, it is still easy to obtain fraudulent documents and obtain a REAL ID compliant license in Florida in another identity, as was done by a murder suspect in 2010.
- f. Florida law protects the residential addresses of certain people such as police officers, prosecutors, judges, and domestic violence victims. They do not have to list their residential address on a public record.

### WHEN:

An effective date of July 4, 2012 or upon becoming a law, whichever happens first, with stored documents destroyed by September 11, 2012.

## The Florida Driver's License Citizen Protection Act

A Bill to be Entitled The Florida Driver's License Citizen Protection Act

An act relating to driver's license and identification card procedures; creating F.S. 322.0805; stating legislative intent; prohibiting copying of documents of citizens and authorizing copying of documents of non-citizens; specifying conditions for renewals and other modifications; prohibiting certain standards for photographs, electronic tracking devices, and fingerprinting of citizens; requiring secure destruction of documents seized from citizens; allowing use of a non-residential address for certain persons; and providing an effective date.

Be it enacted by the Legislature of the State of Florida:  
Section 1. Section 322.0805 Florida Statutes, is created to read:

## The Florida Driver's License Citizen Protection Act

1 322.0805 Florida Driver's License Citizen Protection Act

2 (1) Notwithstanding any other provision of law:

3 (a) It is the intent of the Legislature to minimize any  
4 inconvenience to citizens transacting business with the  
5 Department, whilst maintaining security for the issuance of  
6 licenses and identification cards to citizens and aliens  
7 legally residing within the state.

8 (b) The Department may not copy or retain, either by  
9 physical or electronic copy any documents submitted by a  
10 United States citizen as proof of identification, proof of  
11 Social Security number, proof of residence, or as otherwise  
12 required or formerly required in this chapter. Nothing  
13 herein prohibits the copying and retention of documents  
14 produced by non-citizens when applying for a driver's  
15 license or identification card.

16 (c) In the event of a citizen already licensed in this  
17 state, a normal renewal, reinstatement, or modification  
18 such as an endorsement or address change shall be granted  
19 in the name already existing in the records of the  
20 Department if any discrepancy related to a birth  
21 certificate is reasonably explained due to marriage,  
22 divorce, or other legal name change. In no event shall a  
23 citizen already licensed in this state be required to  
24 change their name or pay to procure records from outside  
25 the department in order to renew, reinstate, change  
26 address, or modify by endorsement their existing driver's  
27 license or identification card. In all cases, the  
28 Department shall primarily use the existing photographs in  
29 their records as the best evidence for identification upon  
30 renewal or modification.

31 (d) The Department is prohibited from using any national or  
32 international standard for the photographs required in this

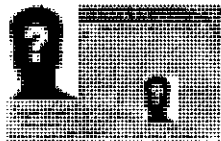
## The Florida Driver's License Citizen Protection Act

33 chapter, and may not utilize any Radio Frequency  
34 Identification or any device known as RFID or similar  
35 device upon or within any issuance, and may not obtain any  
36 fingerprints or biometric DNA material from a United States  
37 citizen.

38 (e) By September 11, 2012 the Department will securely  
39 destroy so as to make irretrievable any records as  
40 specified in subparagraph (b) that were obtained from  
41 United States citizens during the time of January 1, 2009  
42 to the date this act becomes a law.

43 (f) A residential address is not required to be displayed  
44 on the driver's license or identification card of any  
45 person whose residential address is protected from  
46 disclosure by law in s. 119.071 (4) (d) or s. 741.403.

47 (g) This Act shall be effective on July 4, 2012 or becoming  
48 a law, whichever takes place first.



## **The REAL ID Act (federal driver's license law)**

Presented by:

Paul Henry

Floridians Against REAL ID

[www.liberty2010.org/realid](http://www.liberty2010.org/realid)

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Floridians Against REAL ID Inc.

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## **The Act**

- HR 418 (2005) failed to be enacted.
- HR 1268 (2005) hidden within a Tsunami relief bill, enacted.
- Adopted by 2008 FL Legislature as CS/CB 1992.
- Effective January 1, 2010.
- FL residents now have to produce a long list of personal papers that are scanned into an online database.
- About half the states either rejected the Act or delayed adopting it.
- The deadline has been pushed back from 2008 to 2011 to 2013.



## **The Purpose, Cost, and Results**

- The Act was to prevent terrorism.
- The Heritage Institute has documented 39 terror attempts that have been foiled since 9/11/01. None had anything to do with REAL ID.
- In Florida, over \$10 million (\$3.x million state and 7.x million "federal" dollars) have been spent on this since 2008.
- Many residents (notably women) are unable to comply due to document requirements.
- Citizen's documents online put them at risk for ID Theft.

## **The Legality**

- Under the 10<sup>th</sup> Amendment to the U.S. Constitution, Congress has no authority to tell the states how to issue their licenses.
- Under the 4<sup>th</sup> Amendment, your papers cannot be taken by the government unless there is cause to do so, or a warrant.
- Attempts to cut "federal" funding to force compliance with REAL ID have failed in both (D) and (R) Congresses.

## **The Solution**

- The Florida Driver's License Citizen Protection Act (DLCPA) will be presented to the Legislature in 2012.
- The DLCPA will restore Constitutional protections destroyed by the REAL ID Act.
- No more document scanning of citizens, and scanned documents of citizens destroyed.
- Other safeguards.
- We need the support of the local officials (via resolution) as well as the citizens (via contact with legislators).

## **Floridians Against REAL ID**

- We are the lead group trying to do something about this law in Florida.
- Web:  
[www.liberty2010.org/realid](http://www.liberty2010.org/realid)
- Facebook: Floridians Against REAL ID
- Email:  
[realid@liberty2010.org](mailto:realid@liberty2010.org)
- Phone: 850-364-8843

**Board of County Commissioners**  
**Jefferson County, Florida**  
Room 10, County Courthouse, Monticello, Florida 32344

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The Keystone County - Established 1827

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Stephen Fulford	John Nelson	Hines Boyd	Betsy Barfield	Danny Monroe, III
District 1, Chair	District 2	District 3	District 4	District 5

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**RESOLUTION # \_\_\_\_\_**

WHEREAS, The Board of County Commissioners of Jefferson County has the function of representing the citizens of Jefferson County, Florida, and

WHEREAS, the Commission has heard testimony regarding the federal REAL ID Act, having been fully apprised, and

WHEREAS, the federal REAL ID driver's license law has adversely affected the citizens of Jefferson County legally, personally, and financially;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF JEFFERSON COUNTY IN REGULAR SESSION ASSEMBLED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2011, that the Commission supports the Driver's License Citizens Protection Act as proposed for the 2012 Florida Legislature.

\_\_\_\_\_  
Stephen Fulford  
Chairman

Attest:

\_\_\_\_\_  
Kirk Reams  
Clerk of Court

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Kirk Reams  
Clerk of Courts

Voice 850/342-0218  
FAX 850/342-0222

T. Buckingham Bird  
County Attorney

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**ITEM 3: CONSENT AGENDA**

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR SESSION  
July 21, 2011

The Board met this date in regular session. Present were Chairman Stephen Fulford, Commissioners Betsy Barfield, Hines Boyd, Danny Monroe and John Nelson. Also present were County Coordinator Roy Schleicher, County Attorneys Buck Bird and Clerk of Court Kirk Reams.

- 1. Commissioner Nelson made a motion to pull item 5(h) from the agenda (pertaining to the restructuring of the Road and Solid Waste Departments), to which Commissioner Barfield seconded. The motion failed 2 to 3 (Fulford, Boyd and Monroe opposed).**
2. Chairman Fulford informed the Board that he had received a call from Suwannee River Water Management District Director David Still requesting a delay of at least thirty more days to review the Aquifer Protection Ordinance. Attorney Shirley stated SRWMD staff needed additional time to review and that he would be contacting Northwest Florida Water Management District to see if they have any concerns. Chairman Fulford stated it was the desire of the Board to adopt something that would be legally defensible. **On motion by Commissioner Monroe, seconded by Commissioner Barfield and unanimously carried, the public hearing on the Aquifer Protection Ordinance was moved to the night meeting in August.** Citizen Pam Granger stated she wanted it noted in the minutes that many people were present to support this ordinance.

**ITEM 3(a): Approval of Agenda**

- 3. On motion by Commissioner Monroe, seconded by Commissioner Barfield and unanimously carried, the agenda was approved.**
4. Commissioner Monroe stated that in the previous meeting he had seconded the motion that approved the language giving the County Coordinator the final authority over employees below department head level. He stated that upon reviewing motion he did not agree with the language. Attorney Bird stated that language reflecting the intent of the Board would be presented at a later time.

**ITEM 3(b): Minutes of the July 7<sup>th</sup> Regular Session**

- 5. On motion by Commissioner Monroe, seconded by Commissioner Nelson and unanimously carried, the minutes of the July 7<sup>th</sup> Regular Session were approved.**

**ITEM 4: Citizens Requests and Input on Non-Agenda Items**

6. Citizen Jerry Sutphin urged the Board to vote for the good of the county and its citizens and stated that there still existed issues of insubordination with the Road Superintendent.
7. Citizen Michelle Boucher stated that there were people not following permits and codes in the Lloyd area.

**ITEM 5(a): Engineer Recommendation for Whitehouse Road SCRAP**

8. **On motion by Commissioner Monroe, seconded by Commissioner Barfield and unanimously carried, the Whitehouse Road SCRAP project was awarded to low bidder Peavy & Sons for the amount of \$435,535.40, with up to \$50,000 in authority for change orders.**

**ITEM 5(b): CDBG Bid Awards**

9. County Coordinator Roy Schleicher presented the CDBG bid award. **On motion by Commissioner Nelson, seconded by Commissioner Monroe and unanimously carried, the bid awards were approved.**

**ITEM 5(c): County Coordinator Employment Contract**

10. Commissioner Barfield requested taking a look at a draft contract for the County Coordinator to bring back to the Board for approval. Chairman Fulford asked if any other employees had employment contracts, to which Attorney Bird stated no. Commissioner Nelson expressed his desire to look at the job description of the County Coordinator. County Coordinator Roy Schleicher stated it was his goal to retire in approximately 11 months and that the Board needed to think about the future of the position he currently held. **Commissioner Barfield made a motion to review the job description and contract and have it brought before the Board for recommendation at a future meeting. The motion died for lack of a second.** Commissioner Nelson stated that this needed to be done in a workshop.

**ITEM 5(d): Planning Commission/Vol. Board Appointments Policy/Application**

11. Planning Attorney Scott Shirley introduced the Volunteer Board Appointment and Application Policy. Chairman Fulford asked about people being appointed to multiple Boards. Attorney Shirley responded that the multiple Boards exclusion only applied to formal, "Sunshine-related" Boards. Attorney Shirley stated that requiring people to be a resident of the county would be included in the language. He also stated that requiring members to contact the Secretary of the Board if they plan on being absent from a meeting would be included.
12. Chairman Fulford postponed this discussion to enter into the 7 pm public hearings.
13. **PUBLIC HEARING: Ordinance No. 2011-072111-01 Jefferson County Code Enforcement Procedures**
14. Attorney Shirley read the introduction to the Code Enforcement Procedures Ordinance. He also informed the Board that the excusal notification would be directed to the Secretary of the Board instead of the Chairman. Mr. Shirley also stated that the Planning Commission would prefer the County Commission to declare vacancies rather than the Planning Commission. Mr. Shirley said that the County Coordinator would be required to send a letter to a member that was being removed from the Planning Commission. Commissioner Monroe spoke out against any term limits. Commissioner Monroe reiterated that the economic times did not warrant performing code enforcement and that many people could not afford to do better. He stated that if people could not do better,

then the county needed to help them do better. Attorney Shirley stated that this ordinance basically gives the county a set of procedures and due process to enforce what was already in place. He further stated that neither the Code Enforcement Officer nor the Code Enforcement Board could evict someone from their home and that it was up to the County Commission to decide how to proceed with any liens. Commissioner Nelson stated his desire to pull complex issues out of the ordinance before adopting it. Commissioner Boyd stated he agreed in principal with Commissioner Monroe, but that the county did not need to do anything different than what it was doing now with current staff in place. He stated that this allowed the county to give due process and that the County Commission set the stage for how code enforcement was performed. Citizen Paul Henry stated that there could be right-to-privacy issues involved. Citizen Bill Brooks stated that he was in support of code enforcement and that no one would be put out of their homes. Citizen Julia McBee stated that there were problems with vagrants living in abandoned homes and there was previously no authority to pursue action against the owners of the property. Citizen C.P. Miller asked if this was going to be complaint-driven or if the Code Enforcement Officer would be actively pursuing violations. Citizen David Hall expressed concern over selective enforcement of rules and stated that the county has lost money due to not having a Code Enforcement Board. **On motion by Commissioner Boyd, seconded by Commissioner Nelson and carried 4 to 1 (Monroe opposed), the Board approved the Code Enforcement Procedures, Ordinance No. 2011-072111-01.** Attorney Shirley informed the Board that because this ordinance affected the Land Development Code, there would have to be a second reading and passage at a future public hearing.

**ITEM 5(d): Continued Discussion**

15. Commissioner Barfield asked how the County Commission would handle reappointments. Attorney Shirley responded that current members would need to express in writing a desire to continue serving. It was the consensus of the Board to strike any term limit language. Chairman Fulford clarified that at the end of three years, a member's term was up and that member could be reappointed or removed by the County Commission. Commissioner Nelson expressed concern about a scenario where someone a Commissioner recommended was not approved by the County Commission. Attorney Bird asked the Board if they would consider a resign-to-run clause for members of volunteer Boards. Property Appraiser Angela Gray noted that State resign-to-run laws do not apply to volunteer boards. Attorney Shirley stated he would bring back these changes at a future meeting. Chairman Fulford recommended limiting the one-membership requirement to the Code Enforcement Board, Planning Commission and Value Adjustment Board only. Commissioner Barfield stated that she was more concerned whether applicants were residents rather than voters. Citizen Chuck Sarkisian noted that a voter requirement took care of the criminal background element as well as the residency/citizen element. Citizen Bud Wheeler noted that the Planning Commission was losing valuable members and felt that appointments should remain in place as long as the member was in good standing. He also stated he did not think current members should have to re-apply.

**ITEM 5(e): Non-Interference Resolution**

16. Commissioner Boyd stated that he was troubled by the trend of the county heading towards a more big-county type of government, which bogging down in processes and procedures. He stated that if Board members valued service, they should vote against a

non-interference resolution. Commissioner Monroe agreed and stated that the Board did not need a resolution to tell Board members what they know they should not do. **On motion by Commissioner Barfield, seconded by Commissioner Nelson and failed 2 to 3 (Boyd, Fulford and Monroe opposed), the Board did not approve the Non-Interference Resolution.**

**ITEM 5(f): Short list for Mine Consulting Services RFQ**

17. County Coordinator Roy Schleicher introduced the Mine Consulting Services RFQ agenda item. He stated there was only one respondent, which was Randy Hatch. He recommended the RFQ and negotiating a contract with Mr. Hatch. Chairman Fulford responded he was disappointed that the county received only one response and that he would like to see the Board evaluate other options, including a firm valuation of what was present at the mine. Commissioner Monroe stated the Board could not make a decision without knowing the costs involved. Commissioner Boyd stated that there was a good model in another county and that Mr. Hatch has sent a contract with the cost involved to the Board operating the mine. Commissioner Barfield stated that the Board did not know anything until it knew the value of what the Board had at the mine and that the Board needed a professional to tell us what the Board possessed. She further stated that the Board could get quality rock on the free market and she felt the county had wasted thousands of dollars on mining and inferior product. Commissioner Monroe disagreed and stated the money spent was not wasted on the roads. Chairman Fulford responded that the cost to produce the material far exceeded what the county could buy it for and that maybe there was a company the county could partner with to operate the mine and provide the county with material and/or royalties. Citizen Phil Calandra stated he felt the rock mine was a “money pit” that produced inferior rock and that the RFQ appeared to be a constructed sole source. He also stated that the county should find out what the mine is worth by drilling core samples and getting a valuation. Citizen Chuck Sarkisian stated that a business could not be run without knowing what the costs were. Citizen Phil Calandra stated that the “optics” did not look good with Commissioner Boyd and Road Superintendent David Harvey on the evaluation committee. **Commissioner Boyd responded that formation of the mine was known because of the existence of other mines in the area. He stated that Mr. Hatch was an expert and he made a motion to which Commissioner Monroe seconded for discussion to move forward with the RFQ and negotiate with Mr. Hatch.** Chairman Fulford responded that the only way to make the mine work would be to enter into contracts with other local governments. Commissioner Boyd responded that Mr. Hatch had already contacted other counties that have expressed interest. Commissioner Boyd said he had no problem with looking at other options. County Coordinator Roy Schleicher stated that re-boring needed to be done and there was time needed to evaluate the cost of this procedure. Commissioner Boyd responded that another way to evaluate was to do an initial blast and mine the material produced. **Commissioner Boyd withdrew his previous motion and Commissioner Monroe withdrew his second. Commissioner Boyd made a motion to move forward with the RFQ and negotiations with Mr. Hatch while looking at other options for the mine. This motion died for lack of a second. Commissioner Boyd made a motion to accept the RFQ to which Commissioner Monroe seconded. The motion carried unanimously. On motion by Commissioner Nelson, seconded by Commissioner Barfield and unanimously carried, the decision to proceed with a cost estimate of site evaluation through Preble-Rish was approved.**



**ITEM 5(g): Discussion of Road Superintendent Performance & Action**

- 18. Commissioner Boyd made a motion to move the discussion of the Road Superintendent's performance until after the discussion of re-structuring the Road and Solid Waste Departments. Chairman Fulford asked if this should have been done before the approval of the agenda.** Commissioner Barfield responded that the issue needed to be addressed, to which Chairman Fulford responded that personnel review in this venue was unacceptable because the personnel policy had established procedures in place. Chairman Fulford stated he felt that Commissioners had interfered with the County Coordinator doing his job in making the recommendation and bringing it back before the Board. Commissioner Barfield asked for County Coordinator Schleicher's recommendation in regards to Road Superintendent David Harvey. Mr. Schleicher responded that per advice from Attorney Robert Sniffen, he felt he had information that precluded him from making a recommendation to terminate and that it was the Board's job to make the final decision in this instance. Commissioner Barfield stated she felt the Road Superintendent was insubordinate, disrespectful and should be terminated. She pointed to a lack of supervision and gave the example of an employee using county material and equipment to apply rock on his private driveway. Attorney Bird stated that if there was a question the Road Superintendent should be terminated, then there should be a special hearing in order to allow him due process. Commissioner Barfield expressed frustration with the Board tolerating the behavior of Mr. Harvey. Commissioner Nelson responded that the personnel policy needed to be followed and that there needed to be documented evidence. Commissioner Barfield questioned how the personnel policy could be followed when other Commissioners urged the County Coordinator not to give his recommendation. She then inquired about the definition of "at-will" employment. Attorney Bird responded that during probationary periods there need not be a reason given when terminating an employee. He added that beyond the probationary period there were procedures to be followed. He stated that the County Coordinator was deferring the decision to the Board and that, if desired, a special meeting would need to take place to provide Mr. Harvey with notice and due process.
- Commissioner Barfield made a motion to request a special personnel hearing on Road Superintendent David Harvey to evaluate his performance and take action. The motion died for lack of a second.**

**ITEM 5(h): Recommendation to Restructure Road & Solid Waste Departments**

19. County Coordinator Roy Schleicher stated he was hesitant to make a recommendation to restructure the Solid Waste and Road Departments until issues at the Road Department were resolved. He further stated that few department heads had been trained as managers and that these individuals needed this training in order to give them a fair chance to improve. Mr. Schleicher recommended allowing Assistant County Coordinator John McHugh, a graduate industrial engineer, to put his expertise to use. Commissioner Nelson stated his desire to have a workshop to explore the root causes of different issues at the Road Department. Clerk of Court Kirk Reams said that some people were incapable of being trained. Citizen Jerry Sutphin stated that the Road Superintendent was an at-will employee and there was no reason to document things in order to terminate his employment. He further stated that Mr. Harvey had been disciplined in the past. Commissioner Monroe stated that the Board should not be discussing this at the present time. Commissioner Boyd presented an organizational chart showing his restructuring proposal. Commissioner Barfield stated that this scenario looked like bringing "Miami into Monticello" with more layers of government in order to protect the Road

Superintendent. Clerk of Court Kirk Reams stated that if combining these two departments did not result in budgetary reductions overall, then there was no real reason to pursue this action. Citizen Bill Brown stated the Road Superintendent needed to work for one person instead of all five Commissioners. Citizen Paul Henry stated that airing of dirty laundry was not good for Jefferson County. Citizen Bill Brooks voiced concern over the employee theft of county rock materials.

**ITEM 7: County Coordinator's Report**

20. County Coordinator Roy Schleicher presented the Department Head reports and an update on the Fire Station.

**ITEM 8: Citizens Forum**

21. Citizen David Hall informed the Board that the Planning Commission felt totally disrespected by the County Commission and that the Planning Commission was losing good people. Chairman Fulford stated that these were unintended consequences of the FSU proposal.
22. Citizen C.P. Miller asked how the Board got the County Coordinator to perform tasks. Mr. Schleicher responded that it was through Board direction or by individual Commissioners. Chairman Fulford responded that direction should come from Board consensus first.
23. Dick Bailar, on behalf of the Legislative Committee, stated that the FSU Consultation did not cast a bad light on either the Planning Commission or the County Commission. He further stated that the Planning Commission could not do what the FSU proposal would provide, due to lack of resources, time and expertise. Mr. Bailar stated that FSU proposal group would work with the Planning Commission to create a document the Board can use to help with setting policy for the future. Citizen Bud Wheeler asked why the County was paying students \$20,000 to which Mr. Bailar responded they were supervised by professional staff paid by both university and county funds. Mr. Wheeler stated that the Planning Commission should have been invited to the presentation and that Commissioners needed to attend Planning Commission meetings.
24. Clerk of Court Kirk Reams announced budget workshops on July 25<sup>th</sup> and July 27<sup>th</sup> at 9 AM at the Courthouse Annex.

**Item 9: Commissioner Discussion Items**

25. Commissioner Monroe stated that the Board should have let the Planning Commission know about the presentation and also not rushed the decision on the FSU Consultation. Dick Bailar stated that he had no idea this would affect the Planning Commission and this was just another tool both the County Commission and Planning Commission could use. Planning Commissioner Cindy Lee stated that the FSU issue was just the "icing on the cake" in regards to how she felt the County Commission had disrespected the Planning Commission this time as well as in the past. She stated that there were a lot of underlying issues and that she resented Mr. Bailar's feelings that the Planning Commission thought they were above the County Commission. Citizen Santa Hokanson stated this was the best cross-section of planners she had ever seen and that the disintegration of the Planning Commission saddened her.

26. Commissioner Barfield voiced her disappointment with the inaction on the personnel issue with the Road Superintendent. She stated she felt that a Department Head was elevated above the Board.
27. Commissioner Nelson applauded staff for gathering information on Hopkins Landing.
28. Chairman Fulford announced that the lack of funding for the Apalachee Regional Planning Commission was not going to be an issue.
29. The warrant register was reviewed and bills ordered paid.

**ITEM 10: Adjournment**

- 30. On motion by Commissioner Monroe, seconded by Commissioner Nelson and unanimously carried, the meeting was adjourned.**

Attest: \_\_\_\_\_  
Clerk

\_\_\_\_\_  
Chairman

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR SESSION  
August 4, 2011

The Board met this date in regular session. Present were Chairman Stephen Fulford, Commissioners Betsy Barfield, Hines Boyd, Danny Monroe and John Nelson. Also present were County Coordinator Roy Schleicher, County Attorney Paula Sparkman and Clerk of Court Kirk Reams.

**ITEM 2(a): Public Announcements, Presentations and Awards**

1. Chamber Executive Director Melanie Mays announced the Flea Across Florida Event from September 9<sup>th</sup> through September 11<sup>th</sup>.
2. Steve Minnis and George Cole, with the Suwannee River Water Management District, presented the Board with a check for Payment in Lieu of Taxes.

**ITEM 3(a): Approval of Agenda**

3. **On motion by Commissioner Monroe, seconded by Commissioner Boyd and unanimously carried, the agenda was approved.**

**ITEM 5(a): FDOT 5-year Work Program**

4. Keith McCarron, with Apalachee Regional Planning Council, presented the 5-year DOT Work Plan. Commissioner Barfield asked how ARPC and CRTPA meshed. Mr. McCarron responded that ARPC worked with small counties on areas of transportation, reviewing of Comp Plan amendments, assisting with growth issues and extra-jurisdictional conflicts. Citizen Phil Calandra asked about the Bypass Study. Mr. McHugh responded that the CRTPA would address this issue when certain thresholds were met. Commissioner Boyd responded that small rural communities that are bypassed usually die.

**ITEM 5(b): Planning Commission Letter Regarding FSU URP Study**

5. County Coordinator Roy Schleicher presented a letter from Planning Commissioner George Cole requesting that the FSU study results are communicated to the Planning Commission and that the Planning Commission be updated and involved throughout the process. Chairman Fulford responded that Dr. Chapin assured him that they would be working with the Planning Commission on this project. Commissioner Monroe stated he understood the feelings of Planning Commissioners who felt they were ignored or uninformed. Citizen Bud Wheeler responded that there were more attendance issues with Planning Commissioners resigning. Planning Attorney Scott Shirley responded that volunteer board policies will be reviewed at the next meeting and the Board could make appointments while this process was ongoing. County Coordinator Roy Schleicher stated that staff would be moving forward with the FSU study and working with the Planning Commission. Commissioner Boyd stated that there was no intent to marginalize the Planning Commission and that the study was a link between the vision and implementation. He further stated that it was difficult to remove local bias from the equation and that a study being done by an entity outside the county could bring ideas not previously considered. Commissioner Monroe responded that the people element could

not be taken out and that people in the county know what the county wants and the Planning Commission and County Commission still made the ultimate decisions.

**ITEM 5(c): EAR Amendments / Request for Direction and Timing to Proceed**

6. Planning Official Bill Tellefsen inquired as to the Board's desire to hold a workshop on the EAR amendments. Attorney Shirley stated there was a need to proceed in order to avoid missing deadlines. Attorney Shirley stated that the site-specific zoning issues and densities within mixed use categories would be put aside until after the FSU study. Chairman Fulford recommended setting up a workshop in the interim and placing this issue on the September 15<sup>th</sup> Commission agenda. A workshop was set for 5 pm on August 18<sup>th</sup>.

**ITEM 5(d): Fire Station Site Selection**

7. Fire Rescue Chief Mark Matthews gave a brief history of the Fire Station issue. County Engineer Alan Wise, with Preble-Rish, presented his recommendations for the Fire Station site. Mr. Wise's first recommendation was the Martin Road site, followed the existing site. Two other sites in the city limits were analyzed, but were not part of his recommendation. Mr. Wise explained that the existing site was his second choice due to relocation costs during construction. Commissioner Barfield expressed concern over run-off on the Martin Road property. Engineer Alan Wise responded that this could be addressed during site design and that DOT and DEP have given clearance to use the site in regards to contamination concerns. Chief Matthews expressed his desire for the Martin Road site and reiterated the cost of relocation if the Board went with the existing site. Commissioner Nelson responded that the city sites were not desirable because of the proximity to residential areas. Commissioner Boyd asked if alternative proposals would include the existing site and that it was a mistake to assume that the current buildings would need to be demolished. County Coordinator Roy Schleicher asked the Board for a decision on one of the sites only in order to go further with design. Chairman Fulford responded that a site needed to be selected in order to establish costs in order to evaluate costs for going down this route. Engineer Alan Wise added that the county could always revise the scope of the project to fit the budget. **On motion by Commissioner Nelson, seconded by Commissioner Monroe and carried 4 to 1 (Boyd opposed), the Martin Road site was selected for the Fire Station.**

**ITEM 5(e): Rock Sale and Rock Mine Issues**

8. Chairman Fulford began the conversation about the boulder sale by stating that he felt this issue came up during an inappropriate venue at the budget workshop. Randy Hatch stated that he had informed County Coordinator Roy Schleicher about the possibility of selling boulders from the mine. Mr. Hatch stated he could deliver inter-local agreements. He further stated that he recommended putting the boulders on the state market list/contract with a stated FOB price. Commissioner Barfield asked if there was a need to take the boulders and crush them down. Commissioner Boyd responded that the big boulders would not fit in the crusher. Mr. Hatch responded that the larger boulders needed to be moved out of the way in order to process the mine. Commissioner Monroe stated his desire to sell the boulders and perform exploratory blasting. Attorney Paula Sparkman stated that declaring property surplus required the buyer to handle the transportation. She further stated that the Board had to determine the boulders uneconomical to keep and that the state contract list should handle the bidding

requirements. **On motion by Commissioner Boyd, seconded by Commissioner Monroe and unanimously carried, the boulders were declared surplus. On motion by Commissioner Boyd, seconded by Commissioner Monroe and unanimously carried, the Board authorized a listing of the surplus boulders on the state contract list with a minimum price of \$5 per ton and a maximum price of \$20 per ton FOB at the mine. Commissioner Boyd made a motion to authorize Randy Hatch to negotiate with any government entity to purchase the surplus boulders on the state contract and to arrange for transportation. Commissioner Monroe seconded the motion for discussion.** Commissioner Barfield stated she thought it was in appropriate because it felt like sole-sourcing. She expressed her feeling that this should be a limited motion and should be further addressed in the future. Chairman Fulford responded that the RFQ could be broken up and Mr. Hatch could be used an agent on behalf of the county. Commissioner Barfield stated she wanted it to be clear and understood that this contract could be terminated in the future if the county partnered with a company to operate the mine. **The aforementioned motion carried 4 to 1 (Barfield opposed). On motion by Commissioner Boyd, seconded by Commissioner Monroe and unanimously carried, the Board agreed to enter into contract negotiations with Mr. Hatch based on the conditions of the RFQ with a 10% fee for work as a sales agent to other governmental entities.** Commissioner Barfield stated she wanted to make sure this was not entering into an agreement for Mr. Hatch to operate the mine. Mr. Hatch asked Commissioner Barfield to serve on the negotiations committee for the contract. County Coordinator Roy Schleicher requested the Board to allow staff to work with Mr. Hatch to determine what needed to be done to prepare the property to be mined, no matter who ended up performing the mining operations. Commissioner Boyd added that the Road Department was almost completely out of inventory and that doing a blast would help solve this shortage. **On motion by Commissioner Boyd, seconded by Commissioner Monroe and unanimously carried, the Board accepted the County Coordinator's recommendation to enter negotiations for an agreement with Mr. Hatch to set up a plan for the mine and to perform an initial blast.** Chairman Fulford stated he would like to see a budgeting schedule. Engineer Alan Wise stated that the Board needed a dollar amount and time frame to see if operating the mine was financially feasible. Chairman Fulford stated that he would like to see an RFP for the operations lease of the mine. Commissioner Barfield inquired as to whether the county would have to purchase any more equipment to operate the mine. Mr. Hatch stated that a pre-screener would be needed. Commissioner Barfield voiced concern over spending good money after bad. Commissioner Boyd responded that for minimal cost in used equipment the county could increase the productivity and efficiency of the mine. He stated that under budget scenarios, the county could produce rock for \$4.54 per ton and by selling to government entities the cost would drop. Commissioner Barfield volunteered to help negotiate the contract. Chairman Fulford inquired as to whether there was any desire to pursue an operations lease. Commissioner Barfield stated she would like to pursue this option. County Coordinator Roy Schleicher asked for permission to meet with Engineer Alan Wise, Attorney Paula Sparkman and Commissioner Barfield to draft a contract. **Commissioner Barfield made a motion to prepare an RFP asking for a leasing proposal of the mine. Chairman Fulford relinquished the Chair to Commissioner Boyd to second Commissioner Barfield's motion.** Chairman Fulford stated that with such effort and headache involved in the process with the mine, if there was another company that could lease the mine and provide the county with rock and/or a royalty it was worth going that route. **The aforementioned motion passed unanimously.**

**ITEM 6: County Coordinator's Report**

9. County Coordinator Roy Schleicher stated that Engineer Alan Wise and Building Official Wallace Bullock had inspected the old Grants Office and concluded that it was not worth salvaging. Mr. Schleicher informed the Board that the previous Board gave authority for the building to be torn down several years prior. He further stated that it was currently in the budget to construct a new Solid Waste Office. Commissioner Boyd stated that he felt the building was still functional and just needed repair. Commissioner Monroe stated that the Board decided several years ago to tear it down. Commissioner Nelson commented that all buildings have a useful life. **On motion by Commissioner Nelson, seconded by Commission Monroe and carried 4 to 1 (Boyd opposed), the Board approved construction of a new office at a reasonable cost on the site of the old Grants Office after it was demolished.**

**ITEM 7: Citizen's Forum**

10. Citizen Paul Henry stated he would like to see the Board wean itself off grant programs like SHIP.
11. John Ard, with Nature Chem, presented the Board with a proposal of spraying roadways as opposed to the costs associated with roadside mowing. Chairman Fulford stated the first step was to speak with Road Superintendent David Harvey.

**ITEM 8: Commissioner Discussion Items**

12. Attorney Paula Sparkman stated that the county had no regulations that ran afoul of the State's gun laws. She also stated that the Legislature may file a bill addressing internet cafes. Commissioner Barfield stated she would like to see what the county's options are in regards to the cafes. Commissioner Nelson stated his desire to wait and see what the outcome was going to be at the legislative level.
13. Commissioner Monroe presented a check in the amount of \$1251.60 for the timber along the easement of the Wacissa River property. Commissioner Monroe stated his desire to put the issue of a perimeter fence along the easement on the agenda for the next meeting.
14. Commissioner Nelson informed the Board of his involvement in the Howard Academy Renovation Project.
15. Commissioner Barfield stated that she had requested that the Sheriff investigate the theft of rock by the Road Department employee.
16. Chairman Fulford gave an update on a legal issue involving the North Florida Broadband Authority. He stated that he was comfortable with where the process was headed and that the project should be completed by early next year.
17. The warrant register was reviewed and bills ordered paid.

**ITEM 9: Adjournment**

18. **On motion by Commissioner Monroe, seconded by Commissioner Boyd and unanimously carried, the meeting was adjourned.**

BOARD OF COUNTY COMMISSIONERS  
MINUTE BOOK 23, PAGE \_\_\_\_\_

\_\_\_\_\_  
Chairman

Attest: \_\_\_\_\_  
Clerk



**ITEM 5(a): PROPOSED SOLID WASTE RESOLUTION**

**RESOLUTION NO. 1-0810811-01**

**RESOLUTION OF THE BOARD OF COUNTY  
COMMISSIONERS ESTABLISHING A TRUST  
FUND FOR LANDFILL CLOSURE AND REDUCTION  
OF SOLID WASTE ASSESSMENT FEES**

WHEREAS since the mid 1990's, the Board has allowed the Solid Waste Trust Fund to accumulate a surplus for the purpose of mitigating potential environment issues at the closed Tyson Road Landfill, and

WHEREAS the risk of environment issues at the Tyson Road landfill has declined significantly and will continue to decline, and

WHEREAS much of the surplus in this fund has been accumulated using Solid Waste Assessment fees,

THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF JEFFERSON COUNTY, FLORIDA THAT:

1. The Board shall establish a Tyson Landfill Closure Trust Fund.
2. The Board shall cause to be transferred \$1,000,000 from the Solid Waste Trust Fund to the Tyson Landfill Closure Trust Fund (Closure Fund) to be used primarily for the purpose of reducing Solid Waste Assessment fees.
3. Unless exigent circumstances at the Tyson Road Landfill site dictate otherwise, no more than \$200,000 per year shall be withdrawn or transferred from the Closure Fund. Otherwise, the Closure Fund shall be used to subsidize the Solid Waste Trust Fund solely for the purpose of reducing Solid Waste Assessment fees until the Closure Fund is depleted in approximately seven years from the date of this resolution.
4. For Fiscal Year 2011 -2012, the Solid Waste Assessment fees shall be reduced by \$30 per household for residential property and from \$0.057 to \$0.050 per square foot for commercial properties, except that the minimum fees for commercial properties shall be reduced by at least \$30 per business.
5. During the budget process preceding each fiscal year, the Board shall review the Solid Waste Assessment fees and may make adjustments to meet the intent of this resolution.

RESOLVED this 18<sup>TH</sup> day of August 2011.

ATTEST:

BOARD OF COUNTY COMMISSIONERS  
OF JEFFERSON COUNTY, FLORIDA

BY: \_\_\_\_\_  
Kirk Reams, Clerk

BY: \_\_\_\_\_  
Stephen Fulford, Chairman  
(As approved by the Board on August 11, 2011)

**ITEM 5(d): VOLUNTEER POLICY/APPLICATION**

**JEFFERSON COUNTY  
BOARD OF COUNTY COMMISSIONERS  
APPOINTMENTS TO COUNTY  
VOLUNTEER BOARDS AND COMMISSIONS**

**POLICY NO. \_\_\_\_\_**

**PURPOSE:**

It is the intent of the Board of County Commissioners by adoption of this policy to solicit public interest and to establish a fair and equitable procedure for appointments, reappointments or replacement of members to County volunteer boards and commissions. These policies shall apply to the following volunteer boards and commissions in Jefferson County, Florida: Planning Commission, Code Enforcement Board, Value Adjustment Board, Affordable Housing Advisory Committee, Animal Control Board, Library Advisory Board, Parks and Recreation Advisory Board and Contractor Licensing Board.

**POLICY:**

1. The County Coordinator's Office will place a news release in a local newspaper of general circulation advising of any opening on County boards and commissions and the qualifications for said positions. The news release will indicate that letters of interest and applications are being accepted by the Board of County Commissioners for these positions. A deadline will be established for receiving these applications and will be noted in the news release.
2. Individuals who already are serving on a County board or commission whose terms are expiring will be notified by the County Coordinator's Office of the expiration of their term approximately six weeks prior to the date of term expiration. They will be required to submit a letter of interest and a revised application as to whether or not they wish to continue serving on said board. If a letter is not received from the individual whose term is expiring, it will be assumed that the individual no longer wishes to serve on this board.
3. Vacancies created by individuals who resign prior to the expiration of their term will be viewed as new appointments and the procedure outlined in Item No. 1 above will be followed. All resignations must be submitted in writing to the Board of County Commissioners. Remaining terms, caused by vacancies, will not apply toward the individual's total allowable service term but instead, their terms will begin on January 1<sup>st</sup>.
4. All members appointed to volunteer boards and commissions shall be residents of Jefferson County, Florida. Appointment of County boards and commissions' members shall, after nomination by a member of the Board of County Commissioners, be by a

majority of a quorum of the Board of County Commissioners present at the meeting on which such action is taken. Appointments shall give first priority to the designation of members who reside in the district of the member of the Board of County Commissioners who is making the nomination. The Board of County Commissioners shall consider all persons for whom qualified applications are received prior to the established deadline. **Persons may serve on not more than one of the above listed County boards or commissions at a time.** This procedure of appointment will be followed for all County boards and commissions except where laws or Florida Statutes deem otherwise.

5. After the appointment is made, all individuals who submitted applications will receive notification advising whether or not they were selected for the particular position for which they indicated an interest.

6. As deemed necessary by the Board of County Commissioners, alternate County board or commission members, where alternate membership slots are provided, shall be appointed in the same manner as set forth in item 4.

7. The County Coordinator's Office shall insure that all individuals who were serving that were not reappointed or chose to resign receive a Certificate of Appreciation for their service to the County.

8. All members appointed by the Board to serve on various boards and commissions are expected to attend each and every meeting of the board or agency. If a member fails to comply with the attendance policy of and board or commission that member may be removed as provided in such attendance policy. If the particular board or commission does not otherwise have an attendance policy, then the following applies. If a member is absent from three or more consecutive meetings, without providing prior notice to the secretary of the board or commission, or if any member is absent from 33 percent of all regularly scheduled meetings within any calendar year regardless of prior notice, the County Coordinator's Office shall send a letter to such member and request to know their intentions with regard to the board or commission. The information will then be relayed to the Board of County Commissioners for consideration of whether such member should be removed.

9. In making appointments to the Planning Commission, the Board of County Commissioners shall consider:

- A. Area of residence of the applicant. Alternate appointments may be made without regard to area of residence.
- B. Diversity in type of education and training among members.
- C. Diversity and degree of related experience, i.e.: membership on any land use or related public boards.
- D. Diversity in expertise among members.
- E. Diversity in professions of members.

Qualifications will be outlined pursuant to the items above in a report prepared by the Planning Official for review by the Board of County Commissioners prior to appointment.

10. Attendance records are required to be kept by the Department responsible for the board or commission, or in the event no department is responsible for the board or commission, by the Chairman of the board or commission for both full and alternate members. These attendance reports are to be submitted to the County Coordinator's Office in July as a yearly summary of attendance. The County Coordinator's Office shall provide an annual report to the Board of County Commissioners as to attendance on all volunteer boards and commissions.

DRAFT

**JEFFERSON COUNTY FLORIDA  
BOARD OF COUNTY COMMISSIONERS  
COUNTY VOLUNTEER BOARD/COMMISSION APPLICATION**

The Jefferson County Board of County Commissioners recognizes that citizen participation is a vital component of a vibrant democratic local government. The County also recognizes the unique contributions made by volunteers and encourages involvement in local government through service on a County volunteer board or commission. This application shall apply to appointment to the following volunteer boards/commissions: Planning Commission, Code Enforcement Board, Value Adjustment Board, Affordable Housing Advisory Committee, Animal Control Board, Library Advisory Board, Parks and Recreation Advisory Board and Contractor Licensing Board. All members appointed to volunteer boards and commissions shall be residents of Jefferson County, Florida.

(PLEASE TYPE OR PRINT CLEARLY)

Name of volunteer Board/Commission for which you are applying (may only be appointed to serve on one at a time):

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/State \_\_\_\_\_

Zip \_\_\_\_\_

Alternate Address: \_\_\_\_\_ City/State \_\_\_\_\_

\_\_\_\_\_ Zip \_\_\_\_\_

Telephone: (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Fax) \_\_\_\_\_

(Work) \_\_\_\_\_ Preferred Contact # Home ( ) Cell ( ) Work ( )

E-Mail Address: \_\_\_\_\_

Are you: Jefferson County Registered Voter? Yes \_\_\_\_\_ No \_\_\_\_\_

Please circle the months you would be available for meetings:

Jan. Feb. Mar. Apr. May June July Aug. Sept. Oct. Nov. Dec.

Occupation:

\_\_\_\_\_  
(If retired, please indicate former occupation or profession.)

Are you currently serving on any County, municipal, Regional, State or Federal Boards or Commissions? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please provide the name of the Board or Commission:

1. \_\_\_\_\_

2. \_\_\_\_\_

Complete the following: Please describe those facets of your background/experience that you feel may be useful for membership on this Board/Agency.

What do you feel you can contribute to the Board/Agency to which you are applying?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Academic – Degrees, Diplomas

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



Professional – Certifications

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Knowledge – Training, interests, or experience

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Community Involvement – List organizations/positions

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Organizations – Membership

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Please attach any other information or resume you feel will assist the Commissioner in your district and the Board of County Commissioners in making their decision on this appointment.

**IMPORTANT INFORMATION ON APPOINTMENTS TO BOARDS OR COMMISSIONS**  
Florida's Public Records Law, Chapter 119, Florida Statutes, states: "It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision and all members of bodies exercising planning, zoning, or natural resources responsibilities are required to file a financial disclosure form within 30 days after appointment and annually thereafter for the duration of the appointment as required by Chapter 112, F.S. If appointed, please contact the County Supervisor of Elections to obtain the applicable disclosure forms.

Terms on various boards and commissions vary and may be for a period up to three years. Appointments expire on the \_\_\_\_\_ of each year on a staggered basis. In addition, vacancies occur throughout the year for various reasons and vacancies are filled for the remainder of the unexpired term. County boards and commissions play a vital part in our community. You are encouraged to submit an application for appointment to a County board or commission prior to board appointment deadlines. The deadline to accept any application for annual appointments is 5:00 p.m. Wednesday of the week preceding the Regular Commission Meeting on the first Thursday of the month of \_\_\_\_\_. There is no deadline for accepting applications to fill vacancies. For information concerning any board or commission or the appointment process, please call the Office of the County Coordinator at the Courthouse Annex, (850)342-0287, or visit our website at [www.jeffersoncountyflorida.gov](http://www.jeffersoncountyflorida.gov).

COMPLETE, SIGN, AND RETURN THIS FORM TO:

Office of the County Coordinator  
Jefferson County  
450 Walnut Street  
Monticello, FL 32344

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Applicant Signature

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Date

Staff Use Only: Appointed: Yes \_\_\_\_\_ No \_\_\_\_\_ Term Expiration Date: \_\_\_\_\_

Date Notified: \_\_\_\_\_

DRAFT

**ITEM 5(f): REQUEST TO REVIEW RD DEPT ORGANIZATION & SERVICE  
DELIVERY**

## **Road Department Organizational and Service Delivery model Review**

**Purpose:** Develop Service Delivery Options with

- Financial Impacts
- Staff Implications

**Scope:** Road Department excluding Mine

**Outcomes:**

- Current situation functions and delivery (Services, Expense, Resources, etc)
- Strengths and Weaknesses
- Service Delivery Model Options
- Other Findings & Recommendations

**ITEM 7(a): DEPARTMENT HEAD REPORTS**

Jefferson County Fire Rescue  
Monthly Department Report

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TO: Mr. Roy Schleicher  
County Coordinator

DATE: 16 August 2011

SUBJECT: Department Directors Report

FROM: Mark Matthews, Chief  
Jefferson County Fire Rescue

REFERENCE: July 2011 Report  
ATTACHMENTS: 0

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**JCFR CALLS FOR SERVICE – ALL CALLS**

2011	JULY	Y.T.D.
FIRE	<b>54</b>	<b>298</b>
EMS	<b>202</b>	<b>1163</b>

Total: 256      Total: 1,461

**JCFR FIRE CALLS WITH MONTICELLO**

2011	JULY	JULY to DATE
JCFR Response in City	<b>6</b>	<b>6</b>
MVFD Response in County	<b>1</b>	<b>1</b>

**JULY 2011 EMS COLLECTIONS - \$44,756.81**

**FISCAL YEAR EMS COLLECTIONS TOTAL - \$583,483.54**

**BAD DEBT COLLECTIONS DUE TO THE EFFORTS OF NCS-Plus**

2011	JULY	JULY to DATE
	\$2,200	\$2,200

**NEW STATION UPDATE** This will be on the August 4<sup>th</sup> agenda.

**BUDGET UPDATE** There have been no unexpected expenditures from either the Fire or EMS budgets.

**VOLUNTEER TRAINING** No July Training.

# Jefferson County Bialar Public Library Monthly Report for July, 2011

## Statistics of interest

- 6106 Door count
- 3035 Materials checked out
- 38 Materials purchased
- 2682 Computer usage
- 117 Materials catalogued

## Community Room Usage

- Health Department
- Democratic Party
- Quilters
- Weight Watchers
- At Your Service
- Jefferson County Grants
- Jefferson County Correctional
- Jefferson County HS Reunion
- Homeschool Geography Co-op

## Projects

- Finalized moving all computers to main lab
- Weeded over 300 books in anticipation of migration to new ILS system
- In discussions with Wilderness Coast for “Geek the Library” campaign this fall
- Library Code of Conduct being reviewed

## Other

New lab finally opened to the public!

Capital Health Plan held well attended quarterly Savvy Seniors program

Summer Reading Program final 3 performers at JCES

Home school club met to discuss latest titles

Held four preschool family storytimes with crafts

Held nine storytimes for visiting daycares

Collection development focus on literary awards winners

Beginning computer class held

Staff training on Florida Electronic Library databases

Director presented 2011/12 budget to BOCC

Director trespassed customer for 30 days for violations of library Code of Conduct

Still in discussions with FSU's OLLI for classes at library

New grant funded employee Lenese Colson started position as Lab Coordinator

Employee Nancy Stover out on medical leave for 90 days

Budget within limits



## Memorandum

**Date: August 12, 2011**

**To: Roy Schleicher/County Coordinator  
County Commissioners**

**From: Beth Letchworth**

**Subject: Monthly Report for July**

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Manned Site Tonnage from:	Aucilla Site	42.81
	Bassett Site	30.73
	Fulford Site	19.85
	Lamont Site	32.78
	Lloyd Site	55.53
	Nash Site	29.90
	New Monticello Site	83.65
	Main Office Site	12.49
	Pinckney Hill Site	6.70
	Recreation Park Site	31.76
	Wacissa Site	57.31
	Waste Tires	21.45
	County Commercial	204.76
	City of Monticello	259.69

### City of Monticello

Rear Load Garbage Truck	17 Loads to Landfill	123.86 tons
Grapple Truck	34 Loads to Landfill	140.17 tons

### County

Front Load Garbage Truck	16 Loads to Landfill	89.61 tons
Grapple Trucks	57 Loads to Landfill	226.70 tons
Roll-off Trucks	11 Compactor pulls	124.24 tons
	11 Construction Container pulls	44.17 tons
	19 Collection Site Container pulls	67.07 tons

**Jefferson County Cooperative Extension Office  
Monthly Report – Board of County Commissioners  
July, 2011 (submitted to County Coordinator, August 4)**

**4-H Youth Activities**

- JGL - 5-7 Year Old Day, July 1
- JGL – Camp Parent Orientation, July 7
- JGL – Camp Counselor Training, July 7
- JGL – 4-H Camp, July 11-15
- JGL - 8-9 Year Old Day Camp, July 19-22
- JGL – Congress Parent Orientation, July 21
- JGL - 4-H State Congress, July 25-29
- KDJ - 5-7 Year Old Day Camp- July 1
- KDJ - 4-H Overnight Camp: Cherry Lake – July 11-15
- KDJ - 4-H with TCC – July 18
- KDJ - 8-9 Year Old Day Camp- July 19-22
- KDJ - 4-H with TCC – July 25
- KDJ - Financial Education Curriculum Planning- July 26
- KDJ - Camp Parent Orientation - July 7
- KDJ- Camp Counselor Training – July 8

**Family & Consumer Sciences**

- KDJ- Pressure Canner Diagnostic-January 25
- KDJ- Pressure Canner Diagnostic-January 26
- KDJ- BEST/FMMM adult financial education planning- July 28
- KDJ- Credit Consultation – July 21
- KDJ- Credit Consultation – July 22

**Agriculture and Natural Resources Activities**

- JED - Taught natural resources at Jefferson County day camp JULY 1
- JED - Jefferson County Soil & Water Board Meeting JULY 14
- JED - Horse show Cavallo Farms JULY 9
- JED - Cherry Lake 4-H camp transport JULY 11 & 15
- JED - NW District Pesticide Applicator Training (Polycom) JULY 19 & 20
- JED - Taught natural resources at Jefferson County day camp JULY 21
- JED - Nomination and Write up for NW District Ag Innovator (Golden Acres Ranch) 7/26-27/11
- JED - ONGOING- Plant and Pest ID, Soil test interpretations and consultations, Pasture Consultations, Planning for Pecan Field Day

**FAMU, 4-H & Ag Agent – Jefferson County**

- CW – Cherry Lake Camp Counselor meeting –July 8
- CW – Camp Cherry Lake – July 11 - 13
- CW – Taught GIS classes at Camp Cherry Lake – July 12
- CW – Conducted Food Safety Training for producers (Kissimmee, FL) – July 15
- CW – Attended Florida Small Farms & Alternate Enterprises Conference (Kissimmee, FL) – July 16-17
- CW – Conference call with USA Chestnut, Inc. Coop President and largest producer – July 26

**Administrative and Other Activities, Faculty and Staff**

- JGL - Meeting with Agents regarding ROA & POW – July 6
- JED- Jefferson County Department Head Meeting JULY 26
- JED- Board of County Commissioners Budget Workshop JULY 27
- KDJ- Meeting RE: ROA/POW- JCEO- July 6
- KDJ- Review EDIS Publication- July 6
- KDJ- Review EDIS Publication- July 8
- KDJ- Article Day Camps- July 28
- KDJ – Article Cherry Lake- July 26

**JEFFERSON  
COUNTY ROAD  
DEPARTMENT**

# Memo

**To:** Jefferson County Board of County Commissioners

**From:** David R. Harvey, Road Superintendent

**Date:** August 8, 2011

**Re:** Informational Item – Road Department Summary of Monthly Activities for July 2011

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**General Roadway and Drainage Maintenance**

- A) Limited road surface grading, stabilization and ditch maintenance activities were conducted on 137 County Roads. Work on many roads was conducted up to 2 times during the month.
- B) Right-of-way brushing and trimming on 5 Road. Mowing on 29 roads.
- C) Patching also occurred on 19 roadways.

**Driveway Connections**

A total of 1 driveways were inspected.

**Roadway and Drainage Reconstruction**

**Have 5 vacancies, holding till budget reviews on 8-10-11**

**Unit 19 CDLA/operator**

**Field Supervisor – temp filled with Wayne Wright**

**Operator CDL A/miller**

**Operator CDL A**

**County Prison Guard**

**JEFFERSON COUNTY/CITY OF MONTICELLO**  
**BUILDING INSPECTION AND CONTRACTOR LICENSING**  
 445 WEST PALMER MILL ROAD (\*) MONTICELLO, FLORIDA 32344

Phone: (850) 342-0223  
 Fax: (850) 342-0225

MONTHLY REPORT			
July 2011		July 2010	
Building	20	Building	15
Electrical	15	Electrical	10
Plumbing	3	Plumbing	0
Mechanical	9	Mechanical	6
Mobile Homes	2	Mobile Homes	2
Relocate	0	Relocate	0
Demolish	0	Demolish	1
Miscellaneous	1	Miscellaneous	5
City Permit	7	City Permits	7
City Fees	\$816.26	City Fees	\$459.00
County Permits	43	County Permits	32
County Fees	\$8,146.12	County Fees	\$4,681.54
<b>Total</b>		<b>Total</b>	
City/County Permits	50	City/County Permits	39
City/County Fees	\$8,962.38	City/County Fees	\$5,140.54

<b>July 2011</b>		<b>July 2010</b>	
Radon Fee	\$322.95	Radon Fee	\$189.09
Building Permit Fee	\$8,154.43	Building Permit Fee	\$4,291.45
Mobile Home Permit Fee	\$485.00	Mobile Home Permit Fee	\$660.00
Home Inspections Fee	\$0.00	Home Inspections Fee	\$0.00
Contractor Licenses Fee	\$1,060.00	Contractor Licenses Fee	\$1,035.00
Business & Home Occup Fee	\$266.00	Business & Home Occup Fee	\$430.00
<b>Total</b>	<b>\$10,288.38</b>	<b>Total</b>	<b>\$6,605.54</b>

<b>July 2011</b>		<b>July 2010</b>	
New Construction Permits (Residential)	3	New Construction Permits (Residential)	1
Commercial Permits (Non-Residential)	6	Commercial Permits (Non-Residential)	0
Mobile Home Permits	2	Mobile Home Permits	2
Repair & Addition Permits	38	Repair & Addition Permits	31
Miscellaneous Permits (Sheds, Workshop, Signs, Barns, Pools)	1	Miscellaneous Permits (Sheds, Workshop, Signs, Barns, Pools)	5
<b>Total</b>	<b>50</b>	<b>Total</b>	<b>39</b>
<b>Valuation</b>		<b>Valuation</b>	
Valuation Home Permits	\$574,949	Valuation Home Permits	\$206,060
Valuation Commercial Permits	\$139,850	Valuation Commercial Permits	\$0
Valuation Other Permits (Including Additions, Re-roof, & Non-Residential Structures)	\$180,810	Valuation Other Permits (Including Additions, Re-roof, & Non-Residential Structures)	\$193,985

# JEFFERSON COUNTY PLANNING AND ZONING DEPARTMENT

445 WEST PALMER MILL ROAD (\*) MONTICELLO, FLORIDA 32344

Phone: (850) 342-0223  
Fax: (850) 342-0225

<b>July 2011</b>		<b>July 2010</b>	
Zoning Verification Fee	\$0.00	Zoning Verification Fee	\$0.00
Simple Lot Split Fee	\$100.00	Simple Lot Split Fee	\$300.00
Family Subdivision Fee	\$0.00	Family Subdivision Fee	\$0.00
Minor Development Fee	\$0.00	Minor Development Fee	\$100.00
Major Development Fee	\$0.00	Major Development Fee	\$1,0100.00
Variance Fee	\$0.00	Variance Fee	\$0.00
Minor Re-plat Fee	\$100.00	Minor Re-plat Fee	\$100.00
Comp Plan Amendment Fee	\$0.00	Comp Plan Amendment Fee	\$0.00
Development Permits Fee (Mobile Homes)	\$150.00	Development Permits Fee (Mobile Homes)	\$570.00
Development Permits Fee (Residential)	\$1,940.02	Development Permits Fee (Residential)	\$1,145.83
Development Permits Fee (Commercial)	\$590.00	Development Permits Fee (Commercial)	\$0.00
Development Permits Fee (Misc:Sheds, Workshop, Signs, Barns, Pools, Septic, Temp RV, Temp Use )	\$100.00	Development Permits Fee (Misc: Sheds, Workshop, Signs, Barns, Pools, Septic, Temp RV, Temp Use)	\$1,265.00
<b>Total</b>	<b>\$2,980.02</b>	<b>Total</b>	<b>\$4,490.83</b>

<b>July 2011</b>		<b>July 2010</b>	
Simple Lot Splits (No. Lots Created _____)	1	Simple Lot Splits (No. Lots Created _____)	3
Family Subdivisions (No. Lots Created _____)	0	Family Subdivisions (No. Lots Created _____)	1
Minor Development (No. Lots Created _____)	0	Minor Development (No. Lots Created _____)	0
Major Development (No. Lots Created _____)	0	Major Development (No. Lots Created _____)	1
Variance	0	Variance	0
Minor Replats	1	Minor Replats	1
Comp. Plan Amendments	0	Comp. Plan Amendments	0
Development Permits (Mobile Homes)	1	Development Permits (Mobile Homes)	2
Development Permits (Residential)	2	Development Permits (Residential)	1
Development Permits (Commercial)	2	Development Permits (Commercial)	0
Development Permits (Misc: Sheds, Workshop, Signs, Barns, Pools, Septic, Temp RV, Temp Use)	2	Development Permits (Misc: Sheds, Workshop, Signs, Barns, Pools, Septic, Temp RV, Temp Use)	6
<b>Total</b>	<b>9</b>	<b>Total</b>	<b>15</b>



<b>July 2011</b>		<b>July 2010</b>	
Emergency Medical Impact Fee	\$123.72	Emergency Medical Impact Fee	\$185.58
Fire/Rescue Impact Fee	\$96.32	Fire/Rescue Impact Fee	\$144.48
Transportation Impact Fee	\$0.00	Transportation Impact Fee	\$0.00
Law Enforcement Impact Fee	\$0.00	Law Enforcement Impact Fee	\$0.00
911 Address Fee	\$600.00	911 Address Fee	\$200.00
Driveway Permit Fee	\$53.00	Driveway Permit Fee	\$106.00
<b>Total</b>	<b>\$873.04</b>	<b>Total</b>	<b>\$636.06</b>

**ITEM 7(b): AGREEMENT TO MARKET SURPLUS BOULDERS**

For the August 18, 2011 BOCC Agenda

**TO:** Jefferson County Board of County Commissioners

**FROM:** Roy Schleicher

**RE:** DRAFT – Agreement to Market Surplus Boulders on Behalf of Jefferson County

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Commissioners – Attached is the draft agreement with Mr. Randy Hatch to Market Surplus Boulders at the county mine on behalf of Jefferson County.

Following discussion at the August 18<sup>th</sup> County Commission meeting a motion and second is recommend to approve the agreement as presented or modified.

If accepted by the Commission, Mr. Hatch will proceed to market the boulders to the State as per the agreement.

Attachment –

DRAFT – Agreement to Market Surplus Boulders on Behalf of Jefferson County

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Agreement to Market Surplus Boulders on Behalf of Jefferson County

WHEREAS, The Board of County Commissioners of Jefferson County, Florida met in regular session on August 4, 2011 and acted to declare the boulders located at the Jefferson County Mine as surplus property the needed to be removed,

WHEREAS, such activities were listed under the “Scope of Services” offered by Randy Hatch in the RFQ accepted by the Jefferson County Commission in previous action and,

WHEREAS, the County Commission directed Mr. Hatch to offer the surplus material for sale to another unit of government and expedite the delivery of same,

Both Parties now agree, Mr. Hatch is to use all due diligence and resources listed in the “Scope of Services” to market the boulders and arrange delivery of same for the maximum amount he, in his professional estimation can extract, not to be less than five dollars (\$5.00) per ton FOB.

Further stipulated, Mr. Hatch shall receive a ten percent (%10) commission from the sale of the boulders based on the price of the material not including freight.

Terms of the sale are consistent with the actions of the Jefferson County Board of County Commissioners and do not imply any warranties, guarantees or liabilities incurred by the end use of said material.

\_\_\_\_\_  
Mr. Randy Hatch

\_\_\_\_\_  
Stephen Fulford, Chair, Jefferson County  
BOCC

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**ITEM 7(c): ROADWAY MAPPING PROCESS**

For the August 18, 2011 County Commission Agenda

**TO:** County Commissioners  
**FROM:** Roy Schleicher  
**RE:** Roadway mapping

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Commissioners – Attached is the process for roadway mapping developed by Scott Shirley, Alan Wise, John McHugh and myself.

Upon acceptance of the process by the Commission we will take the next step –

- \* Identifying the first county roads to apply this process to and,
- \* To determine the length of time needed to complete the process and,
- \* To determine the cost for the roadway mapping.

Please review the attached roadway mapping process and we will be prepared to discuss this item at the August 18<sup>th</sup> Commission meeting.

Attached – Proposed roadway mapping process.

For review by the County Commission 8/18/11

Jefferson County  
Roadway Mapping Process

1. Identify the roadway as part of the County maintained system. Roads as to which there has not been regular maintenance activity by the County cannot be included. County maintenance must have been “appropriate to the circumstances” for the particular roadway segment.
  2. Determine whether the road was constructed by the County or whether it cannot be determined who constructed the road.
  3. Determine the length of maintenance by the County – four (4) years is required where the County constructed the road and seven (7) years is required where it cannot be determined who constructed the road.
  4. The Board of county Commissioners authorizes the surveying the roadway to determine the extent of area subject to County maintenance activity.
  5. The survey is conducted and the survey prepared.
  6. A resolution is prepared to memorializing Commission action and authorizing the Commission Chair and Clerk of Courts to certify the survey pursuant to (1) Section 95.361(1) or (2) Florida Statutes.
  7. The Board of County Commissioners approves the Resolution at a noticed public meeting.
  8. The survey is certified by the Commission Chair and the Clerk of Courts.
  9. The survey is recorded.
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