

BOARD OF COUNTY COMMISSIONERS  
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JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR SESSION  
September 1, 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 Buck Bird and Clerk of Court Kirk Reams.

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

1. Dorothy Inman-Johnson with the Capital Area Community Action Agency addressed the Board regarding the cuts in federal funding and the effect it would have on services to Jefferson County residents. She urged the Board to consider adopting a resolution at a future meeting addressing Congress on the impact of such cuts.
2. Sheryl Rehberg, Executive Director of the North Florida Workforce Development, gave an update on the services provided to Jefferson County by her agency and asked for a proclamation declaring September to be Workforce Development month.
3. Brenda Cook, representing the 1971 Graduating Class of Jefferson County High School, asked for a proclamation from the Board recognizing the 40<sup>th</sup> Class Reunion.

**ITEM 3: Consent Agenda**

4. Commissioner Barfield asked to pull the Approval of the Agenda for a short discussion. She asked that the Board follow proper procedures by respecting the resolution passed by the Board that required all materials to be available the Friday before the meeting. Chairman Fulford responded that he agreed with the concept but did not want to be too rigid in allowing the public to bring items before the Board. **On motion by Commissioner Nelson, seconded by Commissioner Monroe and unanimously carried, the Agenda was approved.**

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

5. Citizen David Hall recommended referring to the website for supporting documentation.
6. Citizen Paul Henry announced that his proposed Citizens Against Real ID bill had found sponsorship in the Florida House.
7. Citizen Phil Calandra gave an update on the Road Department Committee's work and requested a future workshop to discuss the issues, possible to be held in October.
8. Citizen Bernard Peters asked the Board why his low-bid on a trailer was not accepted.

**ITEM 5(a): Legislative Priorities**

9. Dick Bailar, representing the Legislative Committee, presented the Legislative Priorities for the Board's consideration. Commissioner Barfield asked for permission to assist on the Agricultural Center request. **On motion by Commissioner Boyd, seconded by Commissioner Nelson and unanimously carried, Commissioner Monroe was**

**appointed to continue in his capacity as the Board's representative on the Legislative Committee.**

**ITEM 5(b): CDBG Program Administration Services Contract**

10. County Coordinator Roy Schleicher presented the renewal of the contract with Meridian Community Services. Commissioner Nelson voiced his concern over the lack of local contractors used on approved projects. Discussion of this item was suspended until after the Public Hearing.

**ITEM 6: PUBLIC HEARING – Ordinance No. 2011-072111-01**  
**Code Enforcement – Second Reading**

11. Attorney Scott Shirley introduced the ordinance by reading the title and introduction. Citizen David Hall urged the Board to approve the ordinance and move forward. Commissioners Nelson and Monroe voiced concern over the fear of putting people out of their homes. Commissioner Monroe expressed concern over hiring a Code Enforcement Officer during tough economic times. Chairman Fulford stated there was a need to officially designate someone and also to make sure this person is trained. Citizen Donald Ohmes stated that, in the past, county personnel had gone onto private property. Attorney Shirley stated that the ordinance did not authorize anyone to enter private property without permission from the owner. Chairman Fulford responded that the ordinance did not change what was already in place but provided due process for the public. Attorney Shirley stated that the setting of Code Enforcement priorities would be done at the Board of County Commissioners level. Commissioner Boyd stated there was a lot of discretion in the process with the Board setting policy and that no one wanted to see onerous code enforcement, but the intent was rather to add protections for the public. **On motion by Commissioner Nelson, seconded by Commissioner Boyd and unanimously carried, the ordinance was approved.**

**ITEM 5(b): CDBG Program Administration Services Contract (continued)**

12. Citizen Paul Henry commented that these fees seemed on the high side. County Coordinator Roy Schleicher responded that hourly rates reflected the total cost of the service. **On motion by Commissioner Monroe, seconded by Commissioner Nelson and unanimously carried, the contract with Meridian was approved.**

**ITEM 5(c) and (d): EMS Grant Fund Distribution and Resolution**

13. Fire/EMS Chief Mark Matthews requested a resolution for the EMS county grant and authorization to proceed with using grant funding to purchase a used ambulance. **On motion by Commissioner Boyd, seconded by Commissioner Monroe and unanimously carried, the Board approved Chief Matthews' resolution request.**

**ITEM 5(e) and (f): Resolution on Volunteer Board Appointments and Volunteer Application Approval**

14. Attorney Scott Shirley presented a revision for the Board to consider that allowed existing Committee Members to submit letters of intent instead of an application to re-apply. Commissioner Nelson stated this was appropriate because current members took re-applying as an offense. Commissioner Monroe concurred. Citizen Dick Bailar stated

that the Board was establishing a baseline policy and that this decision needed to be reconsidered. Commissioner Barfield agreed with Mr. Bailar and stated there was a need for basic information for the Board to have on members serving. She stated this information would ensure a good cross-section of representation and that it was not an unreasonable request to have applicants, including current committee members, fill out the application. Citizen David Hall stated the intent was to re-start the membership process and information and applications needed to be updated. Chairman Fulford stated that the public needed to know the qualifications of people serving them. **On motion by Commissioner Boyd, seconded by Commissioner Barfield and unanimously carried, the Board the resolution was approved without Attorney Shirley's revision, with the caveat of flexibility allowed in regards to an applicant's submittal of information.**

**ITEM 5(g): Assessments Presentation**

15. Jeff Rackley, with Government Services Group, addressed the Board concerning updating assessments for Fire and Solid Waste by having a professional study performed. Commissioner Boyd inquired as to whether there could be a Fire/EMS assessment. Mr. Rackley responded that the Florida Supreme had ruled that EMS assessments did not benefit property. Commissioner Nelson asked if GSG performed studies to justify the validity of assessments. Mr. Rackley responded that GSG assisted entities in developing and implementing special assessment programs. Mr. Rackley further commented that square footage was not a good indicator of usage for commercial entities. Clerk of Court Kirk Reams asked whether the cost of studies done could be taken from the assessment monies, to which Mr. Rackley responded in the affirmative. Commissioner Nelson asked whether GSG assisted in the planning of future levels of service, to which Mr. Rackley responded that GSG had partnered with other consulting firms to perform this type of work in the past, but that it was an expensive endeavor. Commissioner Nelson stated his desire to move forward with the study. Commissioner Boyd stated it was unusual to have such a high reserve in the Solid Waste Assessment Fund and that at the next meeting, he desired to review a resolution to adjust the Solid Waste assessments. Commissioner Nelson stated he was uncomfortable making decisions on assessments without justifiable data from a study. Commissioner Boyd disagreed. Commissioner Barfield stated that capital expenditures for Solid Waste were presented and approved and she did not feel comfortable rushing a decision on assessments. Citizen Phil Calandra stated that assessments have covered operating costs and any excess was due to the existence of past grant revenues that would not be reoccurring at that level in the future. Mr. Rackley stated that the excess fund balance was a separate issue and one that could be used in an attempt to lower future rates. Chairman Fulford stated there was a need to evaluate how the county is assessing commercial property. Commissioner Boyd said he fully supported a proposal to evaluate the assessments but the Solid Waste assessment situation needed to be addressed immediately in order to send a message to the public. Clerk of Court Kirk Reams expressed his opinion that the county needed to move forward with a study because he had seen no record of one done since 1989. He recommended either sole-sourcing with GSG because of previous work or piggy-backing onto Madison County's contract. Solid Waste Director Beth Letchworth stated that the fund balance would not be so high if she had been allowed access to utilize it over the years. She further stated that Madison County had a reserve of approximately 1.5 million a few years ago and had used monies on capital expenditures/improvements. County Coordinator Roy Schleicher stated the money in the fund should be used to address problems that should have been addressed over the past few years. Clerk of Court Kirk Reams stated that as a citizen he would be more upset that monies had not been used to provide an ideal level of service

throughout the years. Commissioner Boyd stated it was obvious the county had collected more than it needed throughout the years and that he took grants funding out of his future projections. Commissioner Monroe said he would feel more comfortable if the Board waited on the study. Commissioner Nelson concurred and stated he did not want to rush a decision and that he felt getting the study done would give the public confidence by obtaining sound information. Commissioner Boyd stated his intention to present a resolution to reduce the Solid Waste Assessment at the next meeting.

**ITEM 5(h): Update on old Grants Building**

16. County Coordinator Roy Schleicher stated an evaluation had been done of the old Grants Building by construction managers LLT and Riley Palmer and also structural engineer Michael Schweir. They informed Mr. Schleicher that the center section would need to be removed. Mr. Schleicher presented the Board with two recommended alternatives: 1) have an evaluation done by a building inspector/engineer to determine the “unknowns”; or 2) have the building demolished with a new facility erected on site. Commissioner Boyd stated he had spoken with several local contractors and all stated it would cost more to have the building demolished than to perform the repairs. Chairman Fulford voiced concern with possible mold issues. Commissioner Nelson stated that the interior design of the building would need to be altered in order to adapt to office needs. Commissioner Boyd stated that a structural engineer would say the building did not meet code. He further stated that he did not believe the building needed to be used as an office. Assistant County Coordinator John McHugh stated the building’s function needed to be determined before proceeding. Commissioner Barfield stated this was another example of a Commissioner going against the Board’s wishes. Commissioner Monroe stated that if the building was not suitable for office space then it needed to be torn down and a new building constructed on site. Citizen C.P. Miller stated he wanted to see quality facilities and better service but with money spent wisely. Commissioner Barfield expressed her opinion that the county should build something the citizens would be proud of. **On motion by Commissioner Nelson, seconded by Commissioner Monroe and failed 2 to 3 (Fulford, Monroe and Barfield opposed), the decision to go with recommendation #1 was not approved. Commissioner Boyd made a motion to place the building on the market to sell, which died for lack of a second. On motion by Commissioner Monroe, seconded by Commissioner Barfield and carried 4 to 1 (Boyd opposed), the Board approved recommendation #2.**

**ITEM 5(i): Wacissa Easement Perimeter Fencing**

17. Commissioner Monroe requested that the perimeter of the thirty foot easement around the ten-acre property at the head of the Wacissa River be fenced in order to keep trespassers off a concerned citizen’s private property. Citizen Dick Bailar stated there was a need to develop a plan for the park first before making unilateral decisions. Commissioner Barfield agreed that an overall plan for a park was needed before moving forward with this issue and that this was setting bad precedent. She also stated that she had a problem with one Commissioner making a decision to spend money on behalf of the entire Board. **On motion by Commissioner Monroe, seconded by Commissioner Boyd and carried 4 to 1 (Barfield opposed), the decision to fence the perimeter of the easement was approved. On motion by Commissioner Monroe, seconded by Commissioner Nelson and carried 4 to 1 (Barfield opposed), the process for fencing the perimeter using the purchasing policy procedures was approved.**

**ITEM 5(j): NRCS Easement Issue**

18. Commissioner Monroe stated that a property owner was demanding \$1000 in exchange for a maintenance easement involving an NRCS project on Doke Road. Attorney Bird stated that the county had performed 15-20 similar projects in the past few years and this was the first time this had been asked. Attorney Bird continued that due to the rare nature of the request that this was not setting a precedent. Commissioner Monroe stated he would work harder in the future to get these agreements executed prior to work being done. Commissioner Barfield stated that these are the problems that arise when items are rushed through the agenda and that a precedent was being set. Chairman Fulford responded that it was a difficult balancing act between NRCS, contractors and landowners. Commissioner Barfield asked if there was any document to be used to insure a signature on a later easement. Attorney Bird responded that a letter of intent could be used in the future. **On motion by Commissioner Monroe, seconded by Commissioner Nelson and carried 4 to 1 (Barfield opposed), the decision to spend \$1000 for the maintenance easement on Doke Road was approved.**

**ITEM 7(a): County Coordinator's Report / Road Department Mower Bids**

19. County Coordinator Roy Schleicher presented the bids for a batwing mower. **On motion by Commissioner Boyd, seconded by Commissioner Monroe and unanimously carried, the low bid was approved.**

**ITEM 7(a): County Coordinator's Report / Road Department Operational Management Analysis**

20. Assistant County Coordinator John McHugh stated he was working on identifying deficiencies and coming up with solutions at the Road Department. He recommended purchasing a tracking program to identify the cost of providing services. **On motion by Commissioner Nelson, seconded by Commissioner Boyd and unanimously carried, the Board approved going out for bids on cost tracking software.**

**ITEM 8: Citizens' Forum**

21. Citizen Bernard Peters inquired as to why his low bid was not approved. Chairman Fulford stated that staff would follow up and address this issue.

**ITEM 9: Commissioner Discussion Items**

22. Clerk of Court Kirk Reams informed the Board that a citizen had requested the Board to reconsider the Malloy Landing closure. Commissioner Barfield asked to have the citizen come before the Board at the next meeting to clarify the issue.
23. Commissioner Barfield expressed concern over the new boat landing placed at the head waters of the Wacissa River. She stated this was an example of a Commissioner directing a Department Head and bypassing the County Coordinator to spend resources without the proper permitting or consensus of the Board. Commissioner Monroe responded that he had received calls from citizens about deficiencies of the existing boat ramp and stated he would take complete blame due to erring on the side of the public. County Coordinator Roy Schleicher stated he did not understand that a new boat ramp was being constructed until after the fact and that it needed proper permits needed to be obtained. Mr.

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Schleicher stated that DEP had requested that the new boat ramp be removed. Road Superintendent David Harvey stated that he did not do anything wrong and that a gravel pad was the industry standard to be put in place. Commissioner Barfield responded that a permit was not obtained and that there was not permission from the entire Board to proceed. She asked how much this was costing the county, to which Mr. Harvey responded \$1200-\$1500 dollars for the construction and about the same price for removal. Mr. Schleicher stated he had sent Mr. Harvey a written reprimand to be placed in his personnel file.

24. Commissioner Barfield stated her desire to work as a team and also announced that Representative Steve Southerland would be in the county on September 19<sup>th</sup>.
25. Commissioner Nelson announced that the Jefferson County Middle/High School would be hosting a 9-11 Program on Friday, September 9<sup>th</sup> at 9 am. He also announced that September 16<sup>th</sup> was POW/MIA Day.
26. Commissioner Boyd commended Mr. Harvey for trying to solve a difficult problem and stated the he did not want a county with employees that did not do anything out of fear for making mistakes.
27. Chairman Fulford gave an update on the North Florida Broadband Authority and the corrective action plan.
28. **On motion by Commissioner Boyd, seconded by Commissioner Nelson and carried 4 to 1 (Barfield opposed), the Board approved the 40<sup>th</sup> Reunion Proclamation for the Jefferson County High School Class of 1971.**
29. **On motion by Commissioner Boyd, seconded by Commissioner Nelson and carried 4 to 1 (Barfield opposed), the Board approved a proclamation declaring September as Workforce Development Month.** Commissioner Barfield explained that it would mean more to her to approve the previous two proclamations if she had been given the opportunity to read them beforehand. Chairman Fulford responded that some flexibility was needed in regards to the public adhering to the time constraints.
30. **On motion by Commissioner Boyd, seconded by Commissioner Monroe and unanimously carried, the Board approved a letter of support for NFDEP's pursuit of a grant.**
31. The warrant register was reviewed and bills ordered paid.

**ITEM 10: Adjournment**

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

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Chairman

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