



# BOARD OF COUNTY COMMISSIONERS

THE KEYSTONE COUNTY-ESTABLISHED 1827

435 W. Walnut St., Monticello, Florida 32344

**Benjamin "Benny" Bishop**

District 1, Vice-Chair

**John Nelson, Sr.**

District 2

**Hines F. Boyd**

District 3

**Betsy Barfield**

District 4, Chair

**Stephen Walker**

District 5

**Regular Session Agenda  
May 6, 2014 at the Courthouse Annex  
435 W. Walnut St. Monticello, FL 32344**

- 1. 9:00 A.M. – Call to Order, Invocation, Pledge of Allegiance**
- 2. Public Announcements, Presentations, & Awards**
- 3. Consent Agenda**
  - a) Approval of Agenda**
  - b) Minutes of April 15th, 2014 General Session**
  - c) SCOP Bid Recommendation – North Salt/Bassett Dairy Rd.**
- 4. Citizens Request & Input on Non-Agenda Items (3 Minute Limit)**
- 5. General Business**
  - a) EDC Workshop Request – Julie Conley**
- 6. County Coordinator**
- 7. Commissioner Discussion Items**
- 8. 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.

**Kirk Reams**  
Clerk of Courts

**Parrish Barwick**  
County Coordinator

**T. Buckingham Bird**  
County Attorney

## **ITEM 3: CONSENT AGENDA MATERIALS**

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JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR SESSION  
April 15, 2014

The Board met this date in regular session. Present were Chairperson Betsy Barfield, Commissioners Benjamin “Benny” Bishop, Hines Boyd, John Nelson and Stephen Walker. Also present were County Coordinator Parrish Barwick, County Attorney Buck Bird and Clerk of Court Kirk Reams.

**ITEM 2: Public Announcements, Presentations & Awards**

1. Property Appraiser Angela Gray sang the National Anthem.
2. Volunteer Firefighter Mike Long was not present to make the presentation.

**ITEM 3: Consent Agenda**

3. **On motion by Commissioner Bishop, seconded by Commissioner Walker and unanimously carried, the consent agenda—consisting of the approval of the agenda, the Minutes of the April 1<sup>st</sup> Regular Session, the TDC Special Event Grant Recommendations and the Transportation Alternatives Resolution—was approved.**

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

4. Citizen Paul Henry stated his concern with the Board increasing the amount of money put towards the Watermelon Festival (from \$3000 to \$5500) and stated this was not a function of government. Nancy Wideman with the Tourist Development Council stated that the funds came from the tourist development tax that was approved via referendum and explained that it was a “bed tax” that only affected people renting rooms at a hotel, bed and breakfast, etc.
5. Dr. Anne Holt with Main Street stated there was an upcoming program with sportsman Doug Altertson in which he would discuss the positive economic benefits of the heritage road system.
6. Citizen Jack Carswell stated his belief that government does have a role in festivals/programs.

**ITEM 5a: Heritage/Canopy Roads Proposed Resolution**

7. Citizen Troy Avera introduced this item and thanked the Board as well as the Heritage Road Committee for all of their hard work. Melanie Mays with the Chamber of Commerce stated that the county had wonderful natural resources—including the canopy roads—and that the county should work to preserve these resources for future generations.
8. Nancy Wideman, the coordinator for the TDC, stated the TDC was very pleased about the program and hoped the Board approved resolution.
9. Dr. Anne Holt on behalf of the History Association stated she was in favor of the resolution.

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10. Citizen C.P. Miller stated he was not against heritage roads but inquired as to why property owners on these roads had not been notified.
11. Citizen Jack Carswell stated that the committee did a great job and that he was impressed with the entire process.
12. **On motion by Commissioner Walker, seconded by Commissioner Boyd and carried 3 to 2 (Bishop and Nelson opposed), the Board approved the Heritage Road Resolution #2014-041514-01 with two modifications: adding Bassett Dairy Road and requiring 65 feet from the center line.**

**ITEM 5b: Revised Plan for Remaining Road Bond Funds**

13. Commissioner Boyd introduced this item and stated he had been researching how much of the Road Bond money had been spent and how much was left. He stated that the Board needed to set a budget and have direction. He stated that the Board had around \$1 million left to spend and provided a slideshow listing roads and cost estimates to improve the roads. Commissioner Bishop suggested waiting for current works in progress to be completed before assigning new projects. Commissioner Nelson concurred and stated he was still researching this issue. **On motion by Commissioner Bishop, seconded by Commissioner Walker and unanimously carried, the Board tabled this discussion until the road projects currently in progress were completed.**

**ITEM 2a: Firefighter Certification/Equipment Presentation**

14. Volunteer Firefighter Mike Long appeared before the Board to announce the Firefighter Certification and also introduce all of the volunteer firefighters in attendance. Charlie Frank, President of the North Florida Volunteers, explained that grants provided scholarships for "Firefighter I" training and that, at the completion of this program, the trainees received new gear. This gear was shown to the Board and the four gentlemen that had completed the training were recognized. Commissioner Nelson congratulated the men on their certification.

**ITEM 6: County Coordinator / Code Enforcement Ordinance Revisions**

15. County Coordinator Parrish Barwick introduced this item and requested the Board to review in order to possibly advertise/move this process forward. Commissioner Nelson requested that the verbiage "building and fire protection standards" be added. Attorneys Scott Shirley and Buck Bird both stated they comfortable with that ordinance. Solid Waste Director Beth Letchworth stated she was also comfortable with her new duty. Commissioner Bishop inquired as to whether the process would still be complaint driven, to which Ms. Letchworth responded in the affirmative and noted that violators would have multiple opportunities to address/correct deficiencies. **On motion by Commissioner Nelson, seconded by Commissioner Walker and unanimously carried, the Board approved moving forward with the ordinance and a public hearing was set for May 20<sup>th</sup>.**

**ITEM 7: Commissioner Discussion Items**

16. Commissioner Bishop discussed a letter that he had Attorney Bird draft to address citizens concerned with county work performed on public roads.

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17. Commissioner Nelson stated that all of the Commissioners should be receiving an invitation from the director of the Aucilla Solid Waste facility for an open house on May 2<sup>nd</sup>.
18. Commissioner Barfield gave an update on the transportation plan and noted that April 29<sup>th</sup> was the deadline for any Board info to be included in the submission packet. She also thanked everyone, particularly Doug and Kathy Kirk, for the bike donations and refurbishing and stated it was a great success.

**ITEM 8: Adjournment**

19. The warrant register was reviewed and bills ordered paid.
20. **On motion by Commissioner Walker, seconded by Commissioner Nelson and unanimously carried, the meeting was adjourned.**

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

\_\_\_\_\_  
Chairman



**PREBLE-RISH INC**  
CONSULTING ENGINEERS & SURVEYORS

**Gulf County**

324 Marina Drive  
Port St. Joe, FL 32456

P 850.227.7200

F 850.227.7215

**Bay County**

203 Aberdeen Parkway  
Panama City, FL 32405

P 850.522.0644

F 850.522.1011

**Walton County**

877 CR 393 North  
Santa Rosa Beach, FL 32459

P 850.267.0759

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**Gadsden County**

20 East Washington Street  
Quincy, FL 32351

P 850.875.4751

**Calhoun County**

20684 Central Avenue East  
Blountstown, FL 32424

P 850.674.3300

**Wakulla County**

36 Jasper Thomas Road  
Crawfordville, FL 32327

P 850.528.0300

**Jefferson County**

Garden Square  
187 East Walnut Street  
Monticello, FL 32344

P 850.997.2175

**Dixie County**

23414 SE 349 Hwy  
P.O. Box 3  
Suwannee, FL 32692

P 352.542.2414

**Okaloosa County**

2110 Lewis Turner Boulevard  
Ft. Walton Beach, FL 32547

P 850.200.4783

April 30, 2014

Via e-mail @ [pbarwick@jeffersoncountyfl.gov](mailto:pbarwick@jeffersoncountyfl.gov) and via Hand Delivery

Mr. Parrish Barwick  
County Coordinator  
Jefferson County  
450 West Walnut Street  
Monticello, Florida 32344

**RE: North Salt/Bassett Dairy Road Widening & Resurfacing  
Preble-Rish, Inc. Project No. 751.064**

Dear Mr. Barwick:

As you know we received bids for the referenced project at 2:05 P.M. EST on April 28, 2014, and four (4) contractors submitted bids. Copies of all the bids have been provided under separate cover. The detailed bid results are attached and labeled as **Exhibit A**.

After thorough review of all bids, CW Roberts Contracting, Inc. was the lowest qualified, responsive bidder. Therefore, we **recommend awarding the contract to CW Roberts Contracting, Inc. in the amount of \$1,091,776.08.**

Also enclosed is a copy of the Notice of Award to be executed if the Commission approves of our recommendation. Please notify our office once approved so we may prepare all of the necessary contract documents to be executed by the Contractor and the County.

If you have any questions, please give me a call at 850.528.0300 or e-mail me at [wisea@preble-rish.com](mailto:wisea@preble-rish.com).

Sincerely,

**PREBLE-RISH, INC.**

Alan Wise, P.E.  
Sr. Project Manager



**NORTH SALT/BASSETT DAIRY ROAD WIDENING & RESURFACING PRI PROJECT NO. 751.064**

**SECTION 00080-NOTICE OF AWARD**

TO:           C.W. Roberts            
          3372 Capital Circle, NE            
          Tallahassee, FL 32308          

**PROJECT DESCRIPTION: NORTH SALT/BASSETT DAIRY ROAD WIDENING & RESURFACING**

The OWNER has considered the BID submitted by you for the above described WORK in response to its Advertisement for Bids dated March 28, 2014, and Information for Bidders.

You are hereby notified that your BID has been accepted for items in the amount of \$1,091,776.08 . You are required by the Information for Bidders to execute the Agreement and furnish the required CONTRACTOR'S Performance BOND, Payment BOND, and certificates of insurance within ten (10) calendar days from the date of this NOTICE to you.

If you fail to execute said Agreement and to furnish said BONDS within ten (10) calendar days from the date of this Notice, said OWNER will be entitled to consider all your rights arising out of the OWNER's acceptance of your BID as abandoned and as a forfeiture of your BID BOND. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE OF AWARD to the OWNER.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

By: \_\_\_\_\_  
Title: Chairman, Jefferson County Board of County Commissioners

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged

By: \_\_\_\_\_ (Company Name).

This the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

By: \_\_\_\_\_ (Print and Sign Name).

Title: \_\_\_\_\_.