

REGULAR MEETING

Dixie County School Board Meeting Room

January 21, 2021 – 6:00 PM

The Dixie County Board of County Commissioners will meet on Thursday, January 21, 2021 at 6:00 PM in a Regular Meeting in the School Board Meeting Room located in Old Town, Florida.

While adhering to the following State of Florida Executive Orders: 20-51 Establishing Response Protocol, 20-52 declaring a Public Health Emergency, 20-69 regarding Local Government Public Meetings and also Dixie County Emergency Declaration 2020-27. The Board met and had limited access by staff to the meeting room while broadcasting the meeting via audio to the public who were provided other accommodations outside of the meeting room. The public could also participate via conference call at 1(917)900-1022 and enter code 32628.

COMMISSIONERS

Jody Stephenson
Mark Hatch, Chairman
W. C. Mills
James Valentine
Jamie Storey, Vice Chairman

STAFF

Duane Cannon, County Manager
Cheyenne Hutchinson, Asst. to the County Manager/Grant Coordinator
Michael Osteen, County Attorney
Barbie Higginbotham, Clerk of Court (via telephone)
Verna Wilson, Chief Deputy Clerk
Jacki Johnson, Chief Financial Officer
Della Rhymes, Asst. Chief Deputy Clerk

CALL TO ORDER

The Board meeting was called to order at 6:00 PM by Chairman Hatch.

INVOCATION AND PLEDGE

The Invocation was led by Commissioner Valentine and the Pledge to the American Flag was led by Commissioner Mills.

APPROVAL OF COMMISSION MINUTES

Commissioner Mills made the motion to approve the *Regular Meeting of January 07, 2021*.
Commissioner Storey seconded. Board approved.

VOUCHER APPROVAL

Commissioner Mills made the motion to approve the vouchers. Commissioner Storey seconded.
Board approved.

Commissioner Stephenson asked for clarification on how to handle the back log of tabled Board Minutes, Resolutions and Ordinances that need approval. He asked the County Attorney for an explanation if this would cause an adverse effect on the county or cost the county money.

Commissioner Hatch said he has received minutes to be reviewed. He said he felt the Board Minutes will need to remain tabled so the prior Board members, Commissioner Higginbotham and Commissioner Osteen, can look over them. He said that hopefully they will be ready by the next meeting and they can do all the minutes. He asked for an update on the Ordinances.

Human Resource Supervisor Melissa Long appeared before the Board to give them an update on the Ordinances and Board Minutes. She said she will be sending everything to the County Attorney for review. She said a Records Custodian has been helping her. Ms. Long stated that since 2010 most of the County Ordinances have not been recorded with the state. She said her information was last updated December 18, 2020 by the state. She stated that she gave this list to the Board and the County Attorney. She said that the Board members assumed this was being done properly by the former Clerk. She asked that the Board take this into consideration when making decisions and recommended they table the Minutes and Resolutions and Ordinances and State of Emergency Orders as well.

County Attorney Michael Osteen explained to the Board that over the past several years some of the Ordinances have not been properly filed with Tallahassee. He said that once the Board approves and the Chairman signs the Ordinance it is the Clerk's responsibility to forward them to Tallahassee. He said the Ordinances, if not filed within 60 days, are null and void. He said the Board will need to meet and re-adopt some Ordinances per statute requirements.

Commissioner Mills asked if this goes back to 2010.

Ms. Long requested the Board look at the Ordinance List she provided for them and see the years listed. She said the list also applies to the Board Minutes. She said others may be in the vault but never recorded. She said she will send the Minutes she drafted to the Board to be reviewed.

Attorney Osteen said he has done some research on the Decal for Waste Ordinance and it failed to be processed correctly.

Commissioner Mills asked if the Dump Sticker will need to be re-done. He asked about the Boat Sticker status.

Attorney Osteen said he did not find a Boat Sticker Ordinance.

Commissioner Hatch said he didn't think there ever was an Ordinance.

Commissioner Mills said he thought they did approve one.

Commissioner Stephenson said he has been told, since he took office, that they should table the Minutes until all the Ordinances get straightened out. He wanted to know if approving the last meeting minutes would cause problems with all the other prior meetings. He said he wants to make sure everything he has approved has been recorded.

Attorney Osteen said that approval of the last meeting minutes does not affect any of the others.

Attorney Osteen requested Ms. Long email him the list.

Commissioner Hatch requested all the Commissioners get the list in an email from Ms. Long.

Commissioner Mills questioned that some of the older Ordinances are not recorded, but not all of them.

Attorney Osteen said they will be looking at 2010 and work forward.

Attorney Osteen clarified that this is no fault of county staff or Commissioners.

Commissioner Hatch asked if anyone knows what is going on.

Ms. Long said that Board Minutes from 2018, 2019 and 2020 are not in the Clerk's office. She stated that when the previous Clerk and key staff left that information was also deleted.

Commissioner Mills asked if the missing Board Minutes can be retrieved.

Commissioner Hatch said the FDLE will search this.

Attorney Osteen asked if the new Clerk is aware of this problem and if she can assist him.

Chief Deputy Clerk Verna Wilson replied the new Clerk was not aware of this issue; however, she and her staff are willing to help.

Commissioner Hatch said he had a meeting with the Clerk at the County Manager's office. He said they can move forward with paying bills.

Ms. Wilson added that the Clerk's office is making headway and can pay bills tomorrow.

County Manager Cannon asked when the January 07 and January 21 vouchers will be paid.

Chief Financial Officer Jacki Johnson replied tomorrow or Monday.

Chief Financial Officer Jacki Johnson appeared before the Board to give the Board an update. She said that some bills have been found but they need to be researched to make sure they don't double pay. She said after working through some problems they have been able to get help with the Munis Accounting System and are working on updating records and reports. She said the Clerk has hired Ms. Brenda Dees to work in the Finance Department. She said that all the staff is working diligently to get everything in order. She informed the Board that she has previously worked for 14 years in the Finance Department at Gilchrist County and for the Department of Corrections for 20 years. She said that she doesn't want the bills to be late. She requested the Board notify the Clerk's office if they see something that needs to be addressed so the Clerk staff can handle it. She said that some issues with records must be researched to fix. She informed the Board about some issues with the 2020-2021 Audit. She said that during her previous employment their office was never late with records for an audit. She said the auditor cannot create the finance records and then audit them. She said the next audit will be due on June 30, 2021. Commissioner Hatch said thank you for the information and said the Board wants to pay the employees and the bills.

Commissioner Stephenson inquired about who to use for the audit.

Ms. Johnson said that Richard Powell is currently under contract to do the next audit. She said the Finance Department needs to know where they are in 2020 to help figure out 2021. She said this will affect the accuracy of State Reports and Grant Reports.

Commissioner Mills asked if the Clerk is considering using Carl, Riggs and Ingram (CRI) again.

Ms. Johnson said that yes, they may need to use their services again.

Commissioner Mills stated that the Board had issues with them in the past and they don't want to use them again.

Ms. Johnson said that the Board can recommend someone else to use for the audit if they want to.

She said that Gilchrist County has used CRI for audits through the years and never had a problem with them.

Commissioner Hatch said the Board hands the Budget to the Clerk. Then the audit is done, and everything should balance. Then the year can be closed.

Ms. Johnson said that each Constitutional office has their individual audit and then everything is combined for the County Audit as a whole.

Commissioner Hatch said the Audits have been five years behind.

Ms. Johnson said she was not here and doesn't know the whole story as to why they have been late. She said the record books must be current and in the Munis Accounting System to be ready for the audit. She said the records need to be fixed.

Commissioner Stephenson asked to schedule a Workshop with Board and County staff and Clerk staff to help figure out what is going on. He said they don't need to use 2021 money to pay 2020 bills. He said that everyone needs to stop pointing fingers and work together to resolve the issue and figure out how the system works.

Manager Cannon recommended they schedule the Workshop before the February 18 meeting. He said by then the Finance Department will have been able to run two voucher cycles and one payroll cycle.

Commissioner Stephenson made a motion to hold a Workshop on Feb 18, 2021 at 4:00 PM.

Commissioner Mills seconded. Board approved.

TALMADGE BENNETT, HORSESHOE BEACH

Mr. Talmadge Bennett and Attorney Conrad Bishop appeared before the Board to discuss some property in Horseshoe. He said that Mr. Bishop has been the Attorney for Horseshoe for 32 years. He reminded the Board that back in 2005 the Town of Horseshoe acquired a CRA Grant to help fix the town infrastructure. He said that at that time Mr. Arthur Bellot was County Manager and Mr. Joey Lander was the County Attorney. He said the Grant was approved by the Town of Horseshoe and the County. He said that when the first payment was due there was a lack of funds, so the Town Council worked out a 10-year payment plan. He said the property they are referring to is behind the spoil site. He said they need an easement to access the 19 acres. He said there is currently a dirt road going to the property. He said that legislature is moving towards requiring sewer systems for all coastal communities and if this happens these 19 acres would be a good place for a sewer plant. He said they need to get an easement and fix the road to the property and clean up the site for future use. He said that Maxwell Foods owns the property around this site and are willing to give an easement on their side of the property line. He said that Raker Surveying has said it would take some time to do the survey because the property line is curvy. He said the Town of Horseshoe will pay for the survey to be done.

Commissioner Mills asked if there are any other landowners in the area.

Attorney Osteen said they had talked about this several months ago and there is no legal issue.

Commissioner Mills asked if the Board agreed to do this previously.

Mr. Bennett said yes.

Commissioner Hatch asked what the Board will own as a result of this deal. He asked if Maxwell Foods can still use this road.

Mr. Bennett said yes, Maxwell can use the road and they would like a gate to be installed.

Road Superintendent Steve Hutchison said the spoil site is 40 acres.

Commissioner Hatch said he does not want to give away the Boards right of way.

Mr. Bennett said no, that is not going to happen. He said they would also like to have rock put down on the road.

Attorney Osteen said there would be an ingress and egress easement along with a utility easement. Attorney Bishop said the survey will be described in meets and bounds and deeded by easement to the Town of Horseshoe.

Mr. Bennett said they will need a signed agreement to terms from the Board for Maxwell Foods to agree. Attorney Osteen said he will draft an agreement to terms letter for the Board members to sign after the Town of Horseshoe provides Attorney OSTEEN with certified copy of the survey. Mr. Bishop will get together with Attorney Osteen as to the terms of the letter.

Commissioner Mills made the motion to move forward with the County giving an easement for the road to the 19-acre site. Commissioner Stephenson seconded. Board approved.

Commissioner Stephenson said he would like to amend the easement motion so that nothing is done with the property to harm the spoil site in the future.

Attorney Bishop said the Town of Horseshoe can only use the road for the intended purpose or it goes back to the County.

Commissioner Mills said he would like to amend his motion to reflect that the road will be used for the intended purpose only or ownership reverts to the County. Commissioner Stephenson seconded. Board approved.

RYAN PARKER, FLOODING PUNKIN SWAMP

Mr. Ryan Parker appeared before the Board to follow up on a Workshop that was held on October 15, 2020 regarding the flooding in Punkin Swamp. He said that several landowners were present at the workshop and it was productive. He said the landowners have asked him to speak on their behalf. He said the culverts are failing on the east side. He said that there is flood water on his and Mr. Jimmy Futch's property. He said in the event of a Hurricane or Topical Storm then the water levels are worse. He said the swamps holds the water and it does not flow and run off. He said the road is bumpy and degrading due to the ground underneath being saturated. He said that during the months of January through April everything is too wet to work on. He said they would like to schedule a Workshop with the Suwannee River Water Management to discuss the issues as well.

Commissioner Mills made the motion to schedule a Workshop on February 18, 2021 at 3:00 PM to discuss the drainage on CR 358. Commissioner Storey seconded. Board approved.

Commissioner Stephenson said that there should be records of when the Highway was built and what culverts were already there and what bridges were open at that time.

Mr. Parker commented that the rainfall should stay on your property or move along the drainage ditches. He said that the bridges were put in back in 1962 or 1966 and predate the canal.

Commissioner Mills said the Board agreed to put pipes in on Road 7 if landowners agreed. He said the Board never got any more information for further decisions to be made on future pipe installments.

Mr. Parker said there are 10 to 14 days of the year that he can't get help from EMS or the Fire Department due to the flood water.

KEITH SEGAR, SUWANNEE WATER AND SEWER

Mr. Keith Segar had nothing to discuss with the Board at this time.

GREG BAILEY, NORTH FLORIDA PROFESSIONAL SERVICES

Mr. Greg Bailey appeared before the Board to discuss adding some projects to their list. He suggested McCrabb Landing and wetlands work. He said the DEP wants to work on these projects. He said that wetlands mitigation is needed. He said the County can buy additional lands or fix drainage issues.

Commissioner Hatch asked about the road to the Timbers Apartments.

Mr. Bailey said that project will start in the Fall with CDBG. He said he has submitted the Seawall project but has not heard anything about it yet.

Commissioner Stephenson asked since the road servicing the Timber's is a County Road and the Timber's are in the City, shouldn't the City help with paving the road.

Mr. Bailey said the road belongs to the County. He said they can apply for Federal Funds Grant which would cover 100 percent. The residents in this area would qualify for this type of grant.

JERED LIZOTTE, LOCKLEAR AND ASSOCIATES

Mr. Jered Lizotte appeared before the Board to give an update on projects. He spoke about the Punk Clark Loop Road.

Commissioner Hatch asked if new signs have been posted and the apron going into Mr. Andy Lee property.

Mr. Lizotte said he and the County Manager had looked at this and according to the plan it is there. We can ask the contractor to do something else. He said there is more than what the contract says. He said there is 15 foot of asphalt.

Commissioner Hatch said the apron is on the curve and he runs a well business down there, so the heavy truck will bust up the asphalt.

Mr. Lizotte said the contractor did the job per the plans. It would have been nice to have a straight entrance. However, the plans did not show a straight entrance.

Commissioner Hatch said he had asked for this change from the contractor.

Manager Cannon said he can ask the contractor to look at this like an intersecting road and get a cost quote for this. He said they may be able to use millings to fix this issue.

Commissioner Hatch said that milling won't last unless it is up to 10 inches thick.

Mr. Lizotte said he agrees asphalt is the best; however, he did not design this, and the contractor had to follow the plan.

Manager Cannon said the design plans did not reflect a turnout for an additional driveway.

Commissioner Hatch said he has asked for this several times at the beginning of the project. He said the project looks good and the people are happy.

Commissioner Mills said that if the milling is put down thick enough and packed then it will last.

Commissioner Hatch said this is a million-dollar project and he would like for it to be done right.

CINDY BELLOT, LIBRARY DIRECTOR

Ms. Cindy Bellot appeared before the Board to invite everyone to the retirement celebration for Ms. Patti Driggers on January 29, 2021 at the Library Conference Room. She has been an employee for 27 years.

Commissioner Hatch commented that sounds good.

STEVE FREMEN, VETERANS SERVICE OFFICER

Mr. Steve Fremem had nothing to discuss with the Board at this time.

STEVE HUTCHISON, COUNTY ROAD SUPERINTENDENT

Mr. Steve Hutchison had nothing to discuss with the Board at this time.

Commissioner Hatch asked about the Suwannee Playground Project and wanted to know the status on the mulch.

County Manager Cannon said they can get the approval tomorrow and pick up the mulch Monday.

Commissioner Hatch discussed the Hwy 55A roll off site. He instructed Mr. Hutchison to have someone cut off the board sticking out from the top of the fence. He asked about trash pick-up and plans for clean up in the area.

Mr. Hutchison said they can get the inmate crew to help on Monday. He said they have two crews of four people each. He said that his men are flagging traffic on Jena Hwy while they clean out the ditches.

Commissioner Hatch asked when will the motor grader be back.

Mr. Hutchison said in a couple of weeks.

Commissioner Hatch asked about insurance on this, was it covered.

County Manager Cannon said they are verifying this claim tomorrow.

Commissioner Hatch said to make sure that all the county equipment is covered on insurance.

He said the \$5,000.00 quote turned into \$11,000.00 to fix.

He said this equipment was leased in 2017 and have been making payments. He said that another motor grader and a 350 have caught on fire. He said they need a regular maintenance regimen for the upkeep of the equipment.

Commissioner Stephenson said that if the motor grader is leased then the lease purchase must be insured. He said the dealership will attach insurance and add it to the payment.

Commissioner Hatch explained that they picked up the equipment for repair and brought one to be used until the repairs were done. Then the repaired one was brought back and never added back to the policy.

Commissioner Stephenson said that Ring Power should be liable for that, not the county.

DWAYNE CHAUNCEY, SOLID WASTE & MOSQUITO CONTROL DIRECTOR

Mr. Chauncey was not present for this meeting.

MICHAEL LATSON, SOLID WASTE

Mr. Michael Latson appeared before the Board to discuss the tire disposal fees.

He asked them to refer to the information sheet he had given them. He said the current tire disposal rates are from \$2.00 to \$18.00 for different sizes up to 10 tires then the rate is charged by the ton. He suggested the Board raise the rates to cover disposal fees.

Commissioner Hatch said that retailers in our area charge from \$4.00 to \$7.00 for a disposal fee. He said the County is cheaper.

Commissioner Storey asked about the possibility of grinding tires for mulch.

Mr. Latson replied that Mr. Dwight Knight had tried that before and metal from the tires gets in the mulch and you cannot use it.

Commissioner Stephenson said the County is losing money on the disposal because it cost more than the County charges the public.

Commissioner Hatch said they used to accept tires at the roll off sites and just pay the fee there.

Mr. Latson said he would fear for the safety of the roll off staff if they were to be accepting money at these sites. He said he would rather the public take the tires to the transfer station.

County Attorney Osteen said he spoke with Manager Cannon about the Sticker Ordinance for the dump.

Commissioner Mills said when the public pays their property taxes then they can get the sticker in the mail.

Attorney Osteen said he will ask the Tax Collector and the Property Appraiser if they are willing to do this.

Mr. Latson informed the Board that people are hauling in personal trucks full of garbage about three times per week.

Commissioner Mills said this is one citizen picking up trash from other citizens and charging them to haul their trash to the roll off site. He said the County can't charge the resident again because they already paying the garbage tax. He said if the trash comes from Dixie County there is no additional charge.

Mr. Latson said because of this, the roll off sites are filling up too quickly.

Attorney Osteen said the consultants need this information to help figure out the new assessment fee.

Mr. Latson informed the Board that there is household garbage mixed with C and D trash. He said this cannot go into the landfill because there is no liner. He said that Waste Pro is dumping trash from another county in Dixie. He suggested they raise the out of county tipping fees at the transfer station from \$200.00 to \$500.00.

Commissioner Hatch said to not accept the trash.

Commissioner Stephenson said they are lying about where the trash comes from before they dump it.

Commissioner Mills suggested to weigh the trucks empty and then full.

Commissioner Hatch said to bill Waste Pro \$500.00 per ton.

Mr. Latson said that he would like to discuss the Garbage Can Rental Rates. He said that the rental rate is \$50.00 monthly for the 2, 4, 6 yards residential or commercial dumpsters but they are having to dump the cans several times per week. He would like to raise the rates for the 4, 6, and 8-yard dumpsters. He said they must haul this garbage to Greenville and the County must pay mileage and tonnage.

Ms. Cheyenne Hutchinson said they have compared the rates with other Vendors that provide the same services and the County is still cheaper.

Commissioner Mills suggested they charge \$300.00 per month.

Manager Cannon said that residents don't usually ask for a 20-yard dumpster which cost \$300.00. Those are usually requested by contractors doing a job.

Mr. Latson said they need more dumpsters.

Commissioner Stephenson said the people are paying for a convenience. He said the county must pay for the truck, the driver and the fuel.

Commissioner Mills suggested they dump the can two times a month for a set fee.

Commissioner Hatch said the new assessment will cover other costs.

Commissioner Stephenson made the motion for a 14-day rental term of the garbage cans. Commissioner Storey seconded. Board approved.

Attorney Osteen said that the assessment study information will be due prior to March, 2021. He said the county will hold Public Hearings and Work Shops before voting on anything.

LEON WRIGHT, BUILDING AND ZONING

Mr. Leon Wright appeared before the Board and said he disagrees with the 14-day rental for the dumpsters because construction projects are not finished in that length of time.

Mr. Wright said he has received phone calls from residents around the new subdivision near Ruth Rains Middle School. He said the developers are clearing the land and no permits are needed for that. He said he will be meeting with the Extreme Services Cable TV company in Suwannee and needed to know what to charge them in fines for non-permitted work.

Commissioner Hatch asked what will be the fine for non-permitted work.

Attorney Osteen asked if everything is final.

Mr. Wright explained that normally with right of way construction projects the lines run parallel to each other. He said these lines are woven and intertwined.

He said he will need a letter from Central Florida Electric stating that they are okay with this. He said they will sign off on some things. He informed the Board that the Stop Work Order may delay the permitting process.

Attorney Osteen asked if the file is complete in the Building Department.

Mr. Wright said it can't be completed yet.

Commissioner Hatch said they need to know the fine amount.

Commissioner Mills and Commissioner Stephenson both agreed the cost to the county will need to be recovered.

Mr. Wright said they should pay the same fees compared to other new businesses.

Commissioner Storey, Commissioner Valentine, and Commissioner Hatch all agreed the county money should be recovered.

Commissioner Mills requested a text amendment and change the rental period from 14 days to 30 days with a \$300.00 fee for the rental of the garbage cans.

Commissioner Stephenson made the motion to retract the 14-day rental stipulation and change it to 30 days. Commissioner Storey seconded. Board approved.

Commissioner Mills made the motion to re-adopt the garbage can rental with the stipulation of a 30 day rental period. Commissioner Storey seconded. Board approved.

Mr. Latson said there is a waiting list for dumpster rentals.

DARIAN BROWN, DIRECTOR OF EMERGENCY SERVICES

Emergency Services Director Darian Brown appeared before the Board and requested their approval of Resolution 2021-08 in support of the State of Emergency renewal.

Commissioner Mills made the motion to approve Resolution 2021-08. Commissioner Storey seconded. Board approved.

Director Brown discussed the Unit Hour Utilization Study for 2020. This is used by hundreds of EMS Agencies across the U. S. It measures transport ambulance availability, staff workload and staff turnover rates. The study is used to measure the workload of an agency and whether it is adequately staffed and deployed. Rescue 3 was scored at the above/over utilization and approaching high/excessive utilization level. This level leads to staff burn out, decreased morale, increased staff turnover and makes it harder to recruit replacement staff. Rescue 1 and Rescue 2 both scored at the high/excessive utilization levels. This level has been proven to lead to system failures and the collapse of agencies.

Director Brown also spoke about staff turnover from 2018 through 2021. He said they have lost 21 staff members with about half of them leaving Dixie County for better paying jobs.

Mr. Scott Pendarvis appeared before the Board and requested the Board approve the cell tower on wheels (COW) contract at the Dixie County Jail.

Commissioner Storey made the motion to approve the cell tower. Commissioner Mills seconded. Board approved.

GAIL CARTER, INDIGENT CARE

Ms. Gail Carter was not present for this meeting.

HOLLY HOUGHTON, COUNTY EXTENSION AGENT

Ms. Holly Houghton was present via telephone. She said she had nothing to report to the Board at this time. She said the Livestock Fair is planning to open in February.

DUANE CANNON, COUNTY MANAGER

County Manager Duane Cannon appeared before the Board to request continuing to hold the County Commissioner Meetings at the School Board Meeting Room for February and March. Commissioner Storey made the motion to reserve the School Board Meeting Room for February and March. Commissioner Mills seconded. Board approved.

Manager Cannon discussed turning the tennis courts into additional parking for the courthouse. He said the Town of Cross City had previously given the property to the Board. He said the project has not moved forward due to Budget concerns. He said that Mr. Greg Bailey will get a quote for the necessary work to be done.

Commissioner Hatch said the tennis courts can be designated for employees and the front can be for the public to use.

Mr. Greg Bailey presented a map to the Board showing the transition of the tennis courts into a parking area along with a quote for \$28,000.00.

Commissioner Hatch said it may be possible to use the impact fees to pay for this.

Commissioner Storey made the motion to use the impact fee money to pay for the new parking area and the demo of the tennis court. Commissioner Valentine seconded. Board approved.

Manager Cannon requested the Board to approve the execution of Amendment 2 for the Cross City Airport Design and Rehabilitation of Runway 4-22 granting \$665,000.00 more to the project.

Commissioner Mills made the motion to approve the execution of Amendment 2 for the Cross City Airport. Commissioner Stephenson seconded. Board approved.

Commissioner Hatch said her would like to have "Taxiway A" at the Cross City Airport named after former County Manager Arthur Bellot.

Commissioner James Valentine made the motion to name "Taxiway A" at the airport after former County Manager Arthur Bellot. Commissioner Storey seconded. Board approved.

Manager Cannon requested the approval of Resolution 2021-09 in support of the execution of Amendment 2 for the Design and Rehabilitation of Runway 4-22.

Commissioner Storey made the motion to approve Resolution 2021-09. Commissioner Stephenson seconded. Board approved.

Manager Cannon said that Ms. Long will be emailing the Board Minutes, drafted during her term as Interim Clerk from June 2020 through December 2020, to staff and members of the Board. He requested they review them promptly.

Manager Cannon said that Ms. Long and Commissioner Mills and Commissioner Hatch still need to execute all outstanding documents from June 2020 to December 2020.

Manager Cannon said the Dixie Mainline closure has been extended to February 05, 2021 in order to finish trimming.

Manager Cannon said the COVID -19 vaccinations have been suspended. He said the Health Department won't make any more appointments until the next disbursement of vaccines.

Commissioner Hatch said he spoke with Mr. Chuck Clemons and he said the whole state of Florida has been slow to receive the vaccine and some counties didn't receive any.

Commissioner Hatch asked about the Shady Oaks RV Park drainage issue.

Kirk Marhefka is over the Greenways and we have been discussing this project for several months.

Manager Cannon there have been flooding issues at the RV Park. He said the Greenway Trail is owned by DEP and Kirk works for them. He said they would like to clean out the ditch and run the water east towards the culvert then on to Hwy 55A and into the swamp of Crane Bay.

He said they will need permission to enter the property and will need to measure elevations.

Commissioner Storey made the motion to move forward with this project. Commissioner Mills seconded. Board approved.

Commissioner Hatch said that \$147.00 was donated to the Board for the Safety Dinner. He suggested they use the money to sponsor the Little League and the Board members will pay the difference.

MICHAEL OSTEEN, COUNTY ATTORNEY

County Attorney Michael Osteen appeared before the Board to address the rentals of the community buildings for events. He said the policy is to pay \$50.00 and you get the key. He suggested they draft a form to be signed by the renters which explains the rules for the rental of county property. He said that because they could not hold any events in Alachua County a party promotion company from Gainesville had advertised a new year's night event and where they would have an open bar and transport people and strippers to the Trail Riders Club.

Ms. Long said if they had known about the ad before they would not have rented the building to this company.

Commissioner Stephenson said the Board needs to clarify and stipulate how to handle the rentals. He suggested to keep the deposit if chairs and tables are missing.

Ms. Long said the person who picks up the key may not be the person who rented the building.

Commissioner Stephenson said that many events require EMS to be on site according to the volume of people at the event.

Commissioner Hatch requested Attorney bring samples of the forms to the next meeting.

Attorney Osteen informed the Board that the lease has expired on the Red Fish Market in Suwannee. He said they used the vacant land for parking. He suggested that the BOCC advertise for sealed bids and then lease to the highest bidder the lease to Mr. Jerry or put it on the tax roll for purchase.

Commissioner Stephenson asked how much the lease amount is.

Attorney Osteen said \$500.00 per year.

Commissioner Mills made the motion to advertise for sealed bids. Commissioner Valentine seconded. Board approved.

Attorney Osteen said he and Manager Cannon had spoken about the EMS Employee Club Deductions. He said the Emergency Services employees have extra money deducted from their paycheck and deposited in the Club every payroll. He said they need information on this account and the process. Mr. Scott Pendarvis said that his name is on the account and that this was something that Mr. Chad Reed had implemented years ago.

Director Brown said the EMS Christmas Dinner and Safety Dinner is paid from this account and the remaining balance is given back to the employees as a gift. He said there was an issue on how to handle employees that have resigned and requested their Christmas pay. He said they chose to pay one former employee \$100.00 but would like to know how to handle this circumstance in the future.

Commissioner Hatch said there should be a separation of duties and they should ask the Clerk how to handle this. He said maybe the employees can pay the account directly without deducting from their check.

Attorney Osteen informed the Board that a lady wanted to donate some land on Chavous Road to the County. He suggested they table this until they can research it further.

Commissioner Hatch said give the Board members the address and they will look at this.

Attorney Osteen informed the Board that Mr. Bill Palmer from Red Roof Aviation is here to speak to the Board.

Mr. Bill Palmer appeared before the Board and introduced Ms. Beverly Berry from the Inverness area. He said she wants to move her business to the Cross City Airport. He said she owns a Flight School and will have an airplane mechanic. He said she is negotiating a sub-lease with him to move in and continue his 9-year lease. He said she will need more time for the sublease possibly 20 more years. He said his lease expires in 2030 and requested the Board write up a contract for her.

Ms. Beverly Berry said she needs temporary housing for students who attend the flight school. She said she wants to lease the corner lot for student housing or office space or a classroom.

She said there will be two students for two weeks and no more than five or six students at a time.

Commissioner Hatch said he didn't want to do a long-term lease at the airport unless the site was actually being used. He said he would like an out for the County if the site is not being used. Otherwise, he is good with the long-term lease.

Mr. Palmer informed the Board that she will need more room at the airport for her business.

Commissioner Hatch said the County can't spend a lot of money remodeling.

Ms. Carol West spoke via telephone about economic development. She said the Cross City Airport can benefit from this new business. She said there is a formal process and suggested they speak with the Economic Development Committee and the Airport Authority and get assistance in Tallahassee and get some expert help.

Ms. Beverly Berry said she plans to move here in six months or less. She said she wanted to meet with the Board because she had some initial questions. She informed the Board that she has students from Montana, Idaho, Arkansas, Missouri and California. She said she will have a training and a maintenance shop on site. Mr. Palmer suggested the Board visit her website Eagle Vistas. He said this project could also benefit students at the High School because she will have a project plane in the hanger that can be used for hands on instruction. Commissioner Stephenson said that sounds like a good idea.

BARBIE HIGGINBOTHAM, CLERK OF COURT

Clerk of Court Barbie Higginbotham was present via telephone. She said her staff is working hard to get everything going and back on track.

COUNTY COMMISSION ITEMS

Commissioner Valentine had nothing further to discuss.

Commissioner Mills had nothing further to discuss.

Commissioner Stephenson reminded the Board that Director Brown had spoken about being short staffed at the last meeting. He said he would like to schedule a Workshop with them to address some issues. He said the County pays to get staff certified and then they leave and take another job. He said employees should sign contracts to work here for a term or they should re-pay the County for the cost of school.

Director Brown suggested the Board review the list of employees that have been lost since 2018. Director Brown said the County does requires the employee to work for the County in order to get reimbursed for school. He said that Gateway College pays for some funding. He said that most people comply with the agreement. He said the current contract that new employees sign is good per the County Attorney. He said that one employee resigned last week but he had paid for all his own school and equipment.

Commissioner Stephenson requested a Workshop with the EMS Department to discuss staffing and funding concerns on February 18, 2021 at 2:00 PM.

Commissioner Stephenson made the motion to schedule the EMS Department Workshop. Commissioner Storey seconded. Board approved.

Commissioner Stephenson requested a Workshop with the County Manager, County Department Heads and the Human Resource Department to clarify their internal processes.

Commissioner Hatch said that is discussed in staff meetings.

Manager Cannon said yes, the next one is scheduled on Tuesday before the Board Meeting.

Commissioner Hatch suggested he go to the staff meeting.

Commissioner Stephenson said he thinks everyone needs to know.

Commissioner Stephenson made the motion to schedule the Board's Internal Processes Workshop on February 18, 2021 at 1:00 PM. Commissioner Storey seconded. Board approved.

Commissioner Stephenson said that as a new Commissioner he has been attending training classes. By law a Commissioner is only required to do two things. Commissioner Stephenson asked Commissioner Hatch if he knew what the two things were.

Commissioner Hatch replied to serve with honesty and integrity.

Commissioner Stephenson replied no, it's to levy taxes and establish a balanced budget.

Commissioner Hatch asked about the status on the Solar Farm Work Shop they attended prior.

Commissioner Stephenson asked about the Toll Road and the route it will travel and how Dixie County will be affected.

Attorney Osteen said the North Florida Regional Planning Council is reviewing.

Mr. Wright said they will meet in February to review.

Attorney Osteen said it is a residential area that the Toll Road will travel through and they don't want this road to go through this area.

Commissioner Hatch asked about the status of the LDR text amendment for mobile homes.

Mr. Wright said the planning council has the information and will get back with us.

Commissioner Hatch said they should be discussing feedback from the Work Shops in the Board Meetings.

Commissioner Hatch said that Mr. Dane Gilbert has rented an excavator to dig out the canal near the Suwannee Belle Restaurant. He said it took a year to get this permitted. He needs the county to help by hauling the dirt away. He said the county has a use for this excavated dirt.

Attorney Osteen said Mr. Gilbert would like the county to waive the dumpster fee and remove the dirt. He said that Mr. Gilbert feels that this can possibly help the marina and the campground business.

Mr. Latson said he spoke with Mr. Gilbert about looking at the dumpsters the county has for use. He said that some have holes and the water can drain out from the excavated dirt.

Commissioner Hatch said he needs about five or six dumpsters.

Commissioner Stephenson asked if the trucks could handle the weight of wet dirt.

Commissioner Mills said they can't handle the mud.

Mr. Latson suggested using a dump truck to move the dirt.

Commissioner Hatch said they can't tie up the trucks.

Manager Cannon said that the dumpsters that are in bad shape are not being used as rentals but will still need to be repaired. He suggested letting Mr. Gilbert fix them in lieu of payment.

Commissioner Storey asked how long this project will last.

Manager Cannon said about one month.

Commissioner Mills suggested to deduct the repair cost of the dumpsters from the rental fees for the dumpsters.

Attorney Osteen said that Mr. Gilbert is cleaning out a canal that may be owned by the county. He said he will double check on that.

Commissioner Storey made the motion to let Mr. Gilbert fix the dumpsters and the county will move the excavated dirt at no charge. Commissioner Mills seconded. Board approved.

Commissioner Mills said they need to make sure this is legal to do.

Commissioner Storey agreed to make sure this is a legal way to take care of this business.

Commissioner Stephenson said to use the dumpsters that are out of service for this project.

PUBLIC COMMENTS AND CONCERNS

There were no comments or concerns expressed from the public at this time.


ADJOURN

Commissioner Stephenson made the motion to adjourn at 9:22 PM. Commissioner Valentine seconded. Board approved.



BOARD OF COUNTY COMMISSIONERS
DIXIE COUNTY, FLORIDA

ATTEST:



Mark Hatch, Chairman


Barbie Higginbotham, Clerk-Auditor

PLEASE BE ADVISED that if a person decided to appeal any decision made by the Board with respect to any matter considered at such meeting or hearings, he/ she will need a record of the proceedings, and for such purpose, he/ she will 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.

“Persons with disabilities requesting reasonable accommodations to participate in this proceeding should contact (352) 486-4931 (Voice & TDD) or via Florida Relay Service at (800) 955-8771.”

The Board meets the first Thursday of each month at 10:00 AM and the third Thursday of each month at 6:00 PM. Individuals that would like to be placed on the agenda should call Barbie Higginbotham, Clerk of Court, by 4:00 PM on the Friday Preceding the Board meeting, at (352) 498-1200.