Regular Meeting

Dixie County Courthouse Commission Board Room 214 NE Hwy 351, Cross City, FL 32628 October 07, 2021 – 10:00 AM

While adhering to the CDC Guidelines and 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 the Dixie County Emergency Declaration 2020-27. The Board will meet and limit access by staff and the public to the meeting room. The Board meetings are audio recorded. The public can hear and participate in the meeting via conference call by dialing 1(917)900-1022 and enter code 32628.

COMMISSIONERS

Jody Stephenson, District 1 W. C. Mills, District 2, Vice Chairman Mark Hatch, District 3 Jamie Storey, District 4, Chairman James Valentine, District 5

STAFF

Duane Cannon, County Manager
Martha McCaskill, Administrative Asst/Grant Coordinator
Michael Osteen, County Attorney
Barbie Higginbotham, Clerk of Court
Della Rhymes, Asst. Chief Deputy Clerk
Jacki Johnson, Chief Financial Officer

CALL TO ORDER

The Board meeting was called to order at 10:00 AM by Commissioner Storey.

INVOCATION AND PLEDGE TO THE AMERICAN FLAG

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

APPROVAL OF COMMISSION MINUTES

Commissioner Hatch made the motion to approve Minutes from the August 19, 2021 Special Meeting with Suwannee River Water Management District. Commissioner Valentine seconded. Board approved.

Regular Meeting Minutes – October 07, 2021 – 10:00 AM – Page 1 of 26 Commissioner Mills made the motion to approve Minutes from the August 19, 2021 Regular Meeting. Commissioner Hatch seconded. Board approved.

Commissioner Mills made the motion to approve Minutes from the August 21, 2021 Emergency Meeting on Flooding. Commissioner Hatch seconded. Board approved.

Commissioner Hatch made the motion to tabled Minutes from the September 02, 2021 Regular Meeting. Commissioner Valentine seconded. Board approved.

Commissioner Hatch made the motion to approve Minutes from the September 16, 2021 Emergency Budget WS and Task Force Discussion. Commissioner Valentine seconded. Board approved.

Commissioner Hatch made the motion to approve Minutes from the September 16, 2021 Tentative Budget Meeting. Commissioner Stephenson seconded. Board approved.

Commissioner Hatch made the motion to approve Minutes from the September 20, 2021 Emergency Meeting for Flooding on CR 353 and Task Force Discussion Commissioner Valentine seconded. Board approved.

Commissioner Hatch made the motion to approve Minutes from the September 21, 2021 Emergency Meeting for Flooding concerns on NE 188 Ave. Commissioner Mills seconded. Board approved.

VOUCHER APPROVAL

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

CONSTITUTIONAL OFFICERS

There was nothing discussed at this time.

PUBLIC HEARING: THE PUBLIC HEARING MAY BE CONTINUED TO ONE OR MORE FUTURE DATES. ANY INTERESTED PARTY IS ADVISED THAT THE DATE, TIME, AND PLACE OF ANY CONTINUATION OF THE PUBLIC HEARING SHALL BE ANNOUNCED DURING THE PUBLIC HEARING AND THAT NO FURTHER NOTICE CONCERNING THE MATTERS WILL BE PUBLISHED.

The motion to go into the Public Hearings was made by Commissioner Mills. Seconded by Commissioner Stephenson.

A petition by *Arthur & Amber Glass* requesting a *Special Exception* to be granted, as provided in Section 4.3.5 subparagraph (4) of the Dixie County Land Development Regulations to permit one recreational vehicle (ESA4) zoning district, in accordance with the petition dated 05/19/2021 to be located on the property as described as follows: Dixie County parcel # 08-08-14-6876-0000-000c (2240 Ne Hwy 340, Branford FL 32008; 1). (Commission District 1, Jody Stephenson)

*Tabled 08-05-2021, 08-19-2021, 09-02-2021

Ms. Julie Herring appeared before the Board and read the Special Exception request made by Arthur and Amber Glass.

Building Official Leon Wright informed the Board that they have been unable to locate any vested rights documentation.

Commissioner Stephenson made the motion to deny the Special Exception requested by Arthur and Amber Glass. Commissioner Hatch seconded. Board denied.

A petition by *Paul & Lisa Morello* requesting a *Special Exception* to be granted, as provided in Section 4.3.5 subparagraph (4) of the Dixie County Land Development Regulations to permit one recreational vehicle (ESA4) zoning district, in accordance with the petition dated 07/16/2021 to be located on the property as described as follows: Dixie County Parcel # 16-13-12-2926-0000-0310 (17 Se 854 Ave., Old Town, FL 32680; 0).

(Commission District 3, Mark Hatch)
*Tabled 09-02-2021

Ms. Julie Herring appeared before the Board and read the Special Exception request made by Paul and Lisa Morello.

Commissioner Hatch made the motion to approve the Special Exception requested by Paul and Lisa Morello. Commissioner Stephenson seconded. Board approved.

A petition by *Gregory S. & Lisa H. Waltrip* requesting a *Special Exception* to be granted, as provided in Section 4.7 RSF/MH of the Dixie County Land Development Regulations zoning district, in accordance with the petition dated 06/02/2021 to be located on the property as described as follows: Dixie County Parcel # 30-13-12-3479-0000-0030 64 SE 195 Street, Old Town, Fl 32680; 0).

(Commission District 3, Mark Hatch) *Tabled 09-16-2021

Ms. Julie Herring appeared before the Board and read the Special Exception request made by Gregory and Lisa Waltrip.

Regular Meeting Minutes – October 07, 2021 – 10:00 AM – Page 3 of 26 Commissioner Hatch made the motion to approve the Special Exception requested by Gregory and Lisa Waltrip. Commissioner Mills seconded. Board approved.

Commissioner Hatch expressed his concerns about them renting the RV.

Mr. Waltrip said they plan to build a home.

A petition by *Gregory Hartman* requesting a *Special Exception* to be granted, as provided in Section 4.4.5 subparagraph (9) of the Dixie County Land Development Regulations to permit one recreational vehicle (A4) zoning district, in accordance with the petition dated 08/30/2021 to be located on the property as described as follows: Dixie County Parcel # 33-09-13-4492-0000-0830 411 NE 542 Street, Old Town, FL. 32680; 0). (Commission District 4, Jamie Storey)

Ms. Julie Herring appeared before the Board and read the Special Exception request made by Gregory Hartman. She said there is some opposition.

Commissioner Stephenson made the motion to table the Special Exception requested by Gregory Hartman. Commissioner Mills seconded. Board tabled.

A petition by *James & Robin Reinhart* requesting a *Special Exception* to be granted, as provided in Section 4.4.5 subparagraph (9) of the Dixie County Land Development Regulations to permit one recreational vehicle (A4) zoning district, in accordance with the petition dated 09/08/2021 to be located on the property as described as follows: Dixie County Parcel # 28-08-13-0000-3807-0305 4906 NE HWY 353, Old Town FL 32680; 0). (Commission District 1, Jody Stephenson)

Ms. Julie Herring appeared before the Board and read the Special Exception request made by James and Robin Reinhart.

Commissioner Stephenson made the motion to approve the Special Exception requested by James and Robin Reinhart. Commissioner Mills seconded. Board approved.

A petition by *Johnny & Sandra Johnson* requesting a *Special Exception* to be granted, as provided in Section 4.4.5 subparagraph (9) of the Dixie County Land Development Regulations to permit one recreational vehicle (A4) zoning district, in accordance with the petition dated 09/09/2021 to be located on the property as described as follows: Dixie County Parcel # 01-08-13-3641-0000-0090 106 NE 944 Ave, Branford, FL 32008; 0). (Commission District 1, Jody Stephenson)

Ms. Julie Herring appeared before the Board and read the Special Exception request made by Johnny and Sandra Johnson. She said there is some opposition.

Commissioner Stephenson made the motion to deny the Special Exception requested by Johnny and Sandra Johnson. Commissioner Mills seconded. Board denied.

A petition by *Cellco Partnership dba Verizon Wireless* requesting a *Special Exception* to be granted, as provided in Section 4.4.5 subparagraph (45) of the Dixie County Land Development Regulations to permit a wireless telecommunications tower in an agricultural, zoning district, in accordance with the petition dated 09/10/2021 to be located on the property as described as follows: Dixie County Parcel #

28-10-13-0000-5569-0200 4 SE 175TH Ave, Old Town FL.; 0).

(Commission District 3, Mark Hatch

Ms. Julie Herring appeared before the Board and read the Special Exception request made by Cellco Partnership dba Verizon Wireless. She said there was some opposition.

Ms. Patricia Yarborough spoke to the Board. She said she lives next door to the cell tower site. She expressed her concern with cell towers contributing to cancer and being harmful to birds and gopher turtles. She expressed her concern with the tower lowering the property value.

Ms. Terrie Parrish spoke to the Board. She said she lives on the corner near the tower site. She expressed her concern with possible health issues.

Ms. Alice Yarborough spoke to the Board. She expressed her concerns with health issue and the property values dropping.

Mr. Lloyd McCarthy, a representative for Verizon spoke to the Board. He said he is very familiar with site and has heard the concerns. He said the area has poor communication service. He said that Verizon has a mandate to improve the quality of technology. He said this is a social and economic issue. He said there is no evidence to support health concerns. He said the FCC has done a study done and an environmental study has been done too. He said there is no cause for concern. He said the turtles can be relocated.

He said that there will be no guidewires on this tower to harm birds. He said this will improve emergency services communications.

Commissioner Hatch said that they have never had opposition for a cell tower before. He said he does understand the concerns of the neighbors.

Commissioner Hatch made the motion to approve the Special Exception requested by Cellco Partnership dba Verizon Wireless.

Commissioner Mills asked if it was possible to relocate the tower to another area.

Mr. McCarthy replied that they have searched for prospective sites for one year and their engineers assess that this is the most suitable and appropriate location to provide a link in the network.

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Mr. Jim Ward asked how big is the property the tower will be on.

Ms. Alice Yarborough replied it will be 500 feet from her mother's house. She said they didn't get much notification about this tower. She said she thought it was going to be in the peanut field.

Commissioner Mills said the Board is not against the tower. He agreed that the service is needed. He asked if everyone is notified in advance.

Mr. McCarthy relied they follow the county rules for notification.

Attorney Osteen said that if this project is denied there may not be another tower put in at all.

Mr. McCarthy clarified that Verizon doesn't build the towers; they provide the service. He said they looked at other locations and there is a service gap in this area.

Commissioner Hatch said there are several people who want the tower as well.

Ms. Carol West spoke to the Board. She said if this project is denied it may affect the connectivity for the Tele Med program.

Attorney Osteen informed the Board of the Rules of Procedure and said if the Chairman wants to vote he can pass the gavel.

Commissioner Storey agreed that people need the service and he agreed with their health issues too.

Commissioner Hatch made the motion to approve the Special Exception requested by Cellco Partnership dba Verizon Wireless. Commissioner Valentine seconded. Board approved.

Commissioner Stephenson said the procedure in the past was to either table or deny the request if there was opposition. He asked if the tower could be re located to another area and still provide service.

Mr. McCarthy said they studied properties and potential locations for a year. He said that the owners of all suitable locations are given a proposal with all the requirements. He said the owner can approve or deny the proposal.

Regular Meeting Minutes – October 07, 2021 – 10:00 AM – Page 6 of 26 A petition by *Kyle & Shelly Richardson* located on the property as described as follows: Dixie County Parcel # 25-09-09-0041-0000-0200 (51 SW 877TH Street. Steinhatchee, Fl 32359) to request a *variance* for a reduction from original 25' TO 10' on rear property line by the petition dated 08/30/2021 which is located within Section 4.17 "PRD" Planned Residential Development of the Dixie County Land Development Regulations.

(Commission District 5, James Valentine)

Ms. Julie Herring appeared before the Board and read the variance request made by Kyle and Shelly Richardson. (This property is in Jena.)

Commissioner Valentine made the motion to approve the variance requested by Kyle and Shelly Richardson. Commissioner Hatch seconded. Board approved.

A petition by *Kyle & Shelly Richardson* located on the property as described as follows: Dixie County Parcel # 25-09-09-0041-0000-0210 (61 SW 877TH Street. Steinhatchee, FL 32359) to request a *variance* for a reduction from original 25' TO 10' on rear of property line by the petition dated 08/30/2021 which is located within Section 4.17 "PRD" Planned Residential Development of the Dixie County Land Development Regulations. (Commission District 5, James Valentine)

Ms. Julie Herring appeared before the Board and read the variance request made by Kyle and Shelly Richardson. (This property is in Jena.)

Commissioner Valentine made the motion to approve the variance requested by Kyle and Shelly Richardson. Commissioner Hatch seconded. Board approved.

A petition by *Anna Wendt* located on the property as described as follows: Dixie County Parcel # 19-13-12-2952-000G-0030 (20 SE 867 Avenue. Old Town, FL 32680) to request a *variance* for a Metal Barn To Park RV Under-RV Approved Resolution #2021-107 by the petition dated 08/30/2021 which is located within Section 4.7.7 RSF/MH-2 subparagraph (2) of the Dixie County Land Development Regulations in accordance with section 12.3.1.1 procedures. (Commission District 3 Mark Hatch)

Ms. Julie Herring appeared before the Board and read the variance request made by Anna Wendt. She said there is some opposition.

Commissioner Hatch made the motion to table the variance requested by Anna Wendt.

Commissioner Stephenson seconded. Bound tabled.

A petition by *Richard & Marcella Addison* located on the property as described as follows: Dixie County Parcel # 24-10-09-0000-0180-0000 (240 SW 470TH Avenue. Steinhatchee, FL. 32359) to request a *variance* for a reduction of setbacks on east side of property from 25' TO 10' for construction of 12X12 laundry room by the petition dated 09/01/2021 which is located within Section 4.3.7 ESA subparagraph (1) of the Dixie County Land Development Regulations in accordance with section 12.3.1.1 procedures.

(Commission District 5, James Valentine)

Ms. Julie Herring appeared before the Board and read the variance request made by Richard and Marcella Addison. (This property is in Jena.)

Commissioner Valentine made the motion to approve the variance requested by Richard and Marcella Addison. Commissioner Hatch seconded. Board approved.

A petition by *Terry & Deborah Oliver* located on the property as described as follows: Dixie County Parcel # 19-13-12-2994-0002-2880 (25 SE 236 St. Old Town, FLORIDA 32680) to request a *variance* for a Setback Reductions - 6 feet from adjacent parcel # 19-13-12-2994-0002-2870 and 2 feet *variance* adjacent parcel # 19-13-12-2994-0002-2890 for the construction of New Residence. by the petition dated 09/13/2021 which is located within Section 4.7.7 RSF/MH-2 subparagraph (2) of the Dixie County Land Development Regulations in accordance with section 12.3.1.1 procedure.

(Commission District 3, Mark Hatch)

Ms. Julie Herring appeared before the Board and read the variance request made by Terry and Deborah Oliver.

Commissioner Hatch made the motion to approve the variance requested by Terry and Deborah Oliver. Commissioner Mills seconded. Board approved.

The motion to go out of Public Hearings and back into the Board Meeting was made by Commissioner Valentine. Seconded by Commissioner Mills.

RESOLUTION 2021-108

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF DIXIE COUNTY, FLORIDA, TO APPROVE A SPECIAL EXCEPTION TO BE GRANTED, AS PROVIDED IN SECTION 4.3.5 SUBPARAGRAPH (4) OF THE DIXIE COUNTY LAND DEVELOPMENT REGULATIONS TO PERMIT ONE RECEREATIONAL VEHICLE IN AN ENVIROMENTALLY SENSITIVE AREA (ESA/4) ZONING DISTRICT, IN ACCORDANCE WITH THE PETITION DATED MAY 19, 2021.

Arthur Glass

*Tabled from 08-05-2021, 08-19-2021, 09-02-2021

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Resolution 2021-108 was denied due to the Special Exception request being denied in the Public Hearing.

RESOLUTION 2021-126

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF DIXIE COUNTY, FLORIDA, TO APPROVE A SPECIAL EXCEPTION TO BE GRANTED, AS PROVIDED IN SECTION 4.3.5 SUBPARAGRAPH (4) OF THE DIXIE COUNTY LAND DEVELOPMENT REGULATIONS TO PERMIT ONE RECEREATIONAL VEHICLE IN AN ENVIROMENTALLY SENSITIVE AREA (ESA/4) ZONING DISTRICT, IN ACCORDANCE WITH THE PETITION DATED JULY 16, 2021.

Paul Morello *Tabled from 09-02-2021

Ms. Julie Herring appeared before the Board and read Resolution 2021-126 by title only.

Commissioner Hatch made the motion to approve Resolution 2021-126 in support of Paul Morello. Commissioner Mills seconded. Board approved.

RESOLUTION 2021-136

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF DIXIE COUNTY, FLORIDA, TO APPROVE A SPECIAL EXCEPTION TO BE GRANTED, AS PROVIDED IN SECTION 4.7.5 SUBPARAGRAPH (13) OF THE DIXIE COUNTY LAND DEVELOPMENT REGULATIONS TO PERMIT ONE RECEREATIONAL VEHICLE IN A RESIDENTIAL, (MIXED) SINGLE FAMILY/MOBILE HOME (RSF/MH-1) ZONING DISTRICT, IN ACCORDANCE WITH THE PETITION DATED JUNE 02, 2021.

Greg and Lisa Waltrip
*Tabled from 09-16-2021

Ms. Julie Herring appeared before the Board and read Resolution 2021-136 by title only.

Commissioner Hatch made the motion to approve Resolution 2021-326 in support of Greg and Lisa Waltrip. Commissioner Mills seconded. Board approved.

RESOLUTION 2021-150

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF DIXIE COUNTY, FLORIDA, TO APPROVE A SPECIAL EXCEPTION TO BE GRANTED, AS PROVIDED IN SECTION 4.4.5 SUBPARAGRAPH (9) OF THE DIXIE COUNTY LAND DEVELOPMENT REGULATIONS TO PERMIT ONE RECEREATIONAL VEHICLE IN AN AGRICULTURAL (A4) ZONING DISTRICT, IN ACCORDANCE WITH THE PETITION DATED AUGUST 30, 2021.

Gregory Hartman

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Ms. Julie Herring appeared before the Board and read Resolution 2021-150 by title only.

Resolution 2021-150 was tabled due to the Special Exception request being tabled in the Public Hearing.

RESOLUTION 2021-151

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF DIXIE COUNTY, FLORIDA, TO APPROVE A SPECIAL EXCEPTION TO BE GRANTED, AS PROVIDED IN SECTION 4.4.5 SUBPARAGRAPH (9) OF THE DIXIE COUNTY LAND DEVELOPMENT REGULATIONS TO PERMIT ONE RECEREATIONAL VEHICLE IN AN AGRICULTURAL (A4) ZONING DISTRICT, IN ACCORDANCE WITH THE PETITION DATED SEPTEMBER 08, 2021.

James Reinhart

Ms. Julie Herring appeared before the Board and read Resolution 2021-151 by title only.

Commissioner Hatch made the motion to approve Resolution 2021-151 in support of James Reinhart. Commissioner Valentine seconded. Board approved.

RESOLUTION 2021-152

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF DIXIE COUNTY, FLORIDA, TO APPROVE A SPECIAL EXCEPTION TO BE GRANTED, AS PROVIDED IN SECTION 4.4.5 SUBPARAGRAPH (9) OF THE DIXIE COUNTY LAND DEVELOPMENT REGULATIONS TO PERMIT ONE RECEREATIONAL VEHICLE IN AN AGRICULTURAL (A4) ZONING DISTRICT, IN ACCORDANCE WITH THE PETITION DATED SEPTEMBER 09, 2021.

Johnny Johnson

Resolution 2021-152 was denied due to the Special Exception request being denied in the Public Hearing.

RESOLUTION 2021-153

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF DIXIE COUNTY, FLORIDA, TO APPROVE A SPECIAL EXCEPTION TO BE GRANTED, AS PROVIDED IN SECTION 4.4.5 SUBPARAGRAPH (45) OF THE DIXIE COUNTY LAND DEVELOPMENT REGULATIONS TO PERMIT A WIRELESS TELECOMMUNICATIONS TOWER IN AN AGRICULTURAL (A4) ZONING DISTRICT, IN ACCORDANCE WITH THE PETITION DATED SEPTEMBER 10, 2021.

Cellco Partnership

Ms. Julie Herring appeared before the Board and read Resolution 2021-153 by title only.

Commissioner Hatch made the motion to approve Resolution 2021-153 in support of Cellco Partnership. Commissioner Mills seconded. Board approved.

RESOLUTION 2021-154

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF DIXIE COUNTY, FLORIDA, TO APPROVE A VARIANCE TO BE GRANTED, AS PROVIDED IN SECTION 12.3.1.1 OF THE DIXIE COUNTY LAND DEVELOPMENT REGULATIONS TO GRANT A VARIANCE FOR REDUCTION FROM ORIGINAL 25' to 10' ON REAR PROPERTY LINE, LOCATED WITHIN SECTION 4.17 OF A PLANNED RESIDENTIAL DEVELOPMENT, (PRD), ZONING DISTRICT, AS PROVIDED IN THE PETITION DATED AUGUST 30, 2021.

Kyle Richardson

Ms. Julie Herring appeared before the Board and read Resolution 2021-154 by title only.

Commissioner Mills made the motion to approve Resolution 2021-154 in support of Kyle Richardson. Commissioner Hatch seconded. Board approved.

RESOLUTION 2021-155

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF DIXIE COUNTY, FLORIDA, TO APPROVE A VARIANCE TO BE GRANTED, AS PROVIDED IN SECTION 12.3.1.1 OF THE DIXIE COUNTY LAND DEVELOPMENT REGULATIONS TO GRANT A VARIANCE FOR REDUCTION FROM ORIGINAL 25' to 10' ON REAR PROPERTY LINE, LOCATED WITHIN SECTION 4.17 OF A PLANNED RESIDENTIAL DEVELOPMENT, (PRD), ZONING DISTRICT, AS PROVIDED IN THE PETITION DATED AUGUST 30, 2021. *Kyle Richardson*

Ms. Julie Herring appeared before the Board and read Resolution 2021-155 by title only.

Commissioner Mills made the motion to approve Resolution 2021-155 in support of Kyle Richardson. Commissioner Hatch seconded. Board approved.

RESOLUTION 2021-156

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF DIXIE COUNTY, FLORIDA, TO APPROVE A VARIANCE TO BE GRANTED, AS PROVIDED IN SECTION 12.3.1 OF THE DIXIE COUNTY LAND DEVELOPMENT REGULATIONS TO GRANT A VARIANCE FOR A METAL BARN TO PARK RV UNDER-RV APPROVED RESOLUTION #2021-107, WHICH IS LOCATED WITHIN SECTION 4.7.7 A RESIDENTIAL, (MIXED)

Regular Meeting Minutes – October 07, 2021 – 10:00 AM – Page 11 of 26 SINGLE FAMILY/MOBILE HOME (RSF/MH-2) ZONING DISTRICT, AS PROVIDED IN THE PETITION DATED AUGUST 30, 2021.

Anna Wendt

Resolution 2021-155 was tabled due to the variance request being tabled in the Public Reading.

RESOLUTION 2020-157

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF DIXIE COUNTY, FLORIDA, TO APPROVE A VARIANCE TO BE GRANTED, AS PROVIDED IN SECTION 12.3.1 OF THE DIXIE COUNTY LAND DEVELOPMENT REGULATIONS, TO GRANT A VARIANCE FOR A REDUCTION OF SETBACKS ON THE EAST SIDE OF PROPERTY FROM 25' TO 10' FOR CONSTRUCTION OF 12X12 LAUDRY ROOM LOCATED WITHIN SECTION 4.3.7 WITHIN AN ENVIRONMENTALLY SENSITIVE AREA (ESA-1) ZONING DISTRICT AS PROVIDED IN THE PETITION DATED AND IS SETFORTH IN THE PETITION DATED SEPTEMBER 01, 2021.

Richard Addison

Ms. Julie Herring appeared before the Board and read Resolution 2021-157 by title only.

Commissioner Valentine made the motion to approve Resolution 2021-157 in support of Richard Addison. Commissioner Hatch seconded. Board approved.

RESOLUTION 2021-158

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF DIXIE COUNTY, FLORIDA, TO APPROVE A VARIANCE TO BE GRANTED, AS PROVIDED IN SECTION 12.3.1 OF THE DIXIE COUNTY LAND DEVELOPMENT REGULATIONS TO GRANT A VARIANCE FOR A SETBACK REDUCTIONS – 6 FEET FROM ADJACENT PARCEL # 19-13-12-2994-0002-2870 AND 2 FEET VARIANCE ADJACENT PARCEL #13-13-12-2994-0002-2890 FOR THE CONSTRUCTION OF A NEW RESIDENCE WHICH IS LOCATED WITHIN SECTION 4.7.7 A RESIDENTIAL, (MIXED) SINGLE FAMILY/MOBILE HOME (RSF/MH-2) ZONING DISTRICT, AS PROVIDED IN THE PETITION DATED SEPTEMBER 13, 2021.

Deborah Oliver

Ms. Julie Herring appeared before the Board and read Resolution 2021-158 by title only.

Commissioner Mills made the motion to approve Resolution 2021-158 in support of Deborah Oliver. Commissioner Valentine seconded. Board approved.

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CAROL WEST, MCGRIFF PROJECT AND EFI GRANTS

Ms. Carol West appeared before the Board to inform them that the McGriff project had been terminated by the Army Corp of Engineers. She said that they would reconsider the project if more information can be provided. She said having an economic impact study done would cost \$12,500.00. She said the Board may want to wait until January to see what happens.

Commissioner Hatch said the study is too expensive and he recommends that they do not have the study done at this time.

Commissioner Hatch made the motion to wait until January and not do an economic study. Commissioner Valentine seconded. Board approved.

Ms. West said they have been working on this project for the past 25 years.

Ms. West informed the Board about the Enterprise Florida Grant. She said that Dixie County was awarded three grants by them in 2021. One was for \$5,000.00 marketing grant; she said this money was used for the airport Fly In event and the Broad Band initiative. She said they have been gathering data around the county regarding cell phone and internet service. She said they received another \$5,000.00 grant for crowd sourcing.

Ms. Holly Houghton appeared before the Board and informed them that they have used this money to gather data from the public regarding cell phone and internet service by using survey forms. She said the data that has been gathered has been very helpful.

Ms. West informed the Board that the FCC mandates that providers give customers four megs of upload and 25 megs of download.

Ms. West informed the Board that the third grant received was \$25,000.00 for site prep at the 11-acre county owned property, at the Cross City Airport, which they intend to lease. She said they have a \$10,000.00 contract with Victor Leoda of Leoda Design that would need approval by the Board. She said the first payment would be for \$5,000.00 and the second payment would be for \$4,000.00.

Commissioner Hatch made the motion to allow the County Manager to execute the contract with Leoda Design. Commissioner Stephenson seconded. Board approved.

County Manager Duane Cannon said this is a reimbursement grant with the state.

Ms. West informed the Board that they can reapply for these same grants this year. She said the first one will be for the marketing grant of \$5,000.00. She said they can use the about \$3,500.00 to do more promotion at the airport and to attend Rural Counties Day in Tallahassee on January 27, 2022. She said the Chamber of Commerce will partner with the Tourist Development Council (TDC) and the county.

Regular Meeting Minutes – October 07, 2021 – 10:00 AM – Page 13 of 26 Ms. West informed the Board that Passero and Associates can help them market the airport for a cost of \$500.00.

Commissioner Hatch made the motion to apply for those same Enterprise Florida grants again this year. Commissioner Mills seconded. Board approved.

Ms. West informed the Board of a new grant for \$7,500.00 consulting services. She said someone would come in and talk about long range planning for rural counties.

Manager Cannon expressed his thanks to Ms. Carol for all her help with economic development.

KEITH SEGAR, SUWANNEE WATER AND SEWER MANAGER

Mr. Keith Segar had nothing to discuss at this time.

GREG BAILEY, NORTH FLORIDA PROFESSIONAL SERVICES

Mr. Greg Bailey appeared before the Board to discuss the plans for Courthouse Security. He said they are still working on this.

Mr. Bailey said they are actively working on 95 and 97 and coordinating with the County Manager's office for the addresses of the residents on these roads.

Mr. Bailey said they did an estimate for 89 estimate which is \$340,000.00. He said this is over the grant amount. He said if the Board wants to do this project more money will be needed.

Commissioner Storey said he would like to give priority to 95 and 97.

Commissioner Hatch made the motion to do 95 and 97 and have the other as an alternate for unmet needs. Commissioner Mills seconded. Board approved.

Mr. Bailey said they are still working on 362 and 364 plans.

Mr. Bailey said they are working on the CDBG grant for the Suwannee seawall and the Fire Station.

Mr. Bailey presented some drawing to the Board for a profile of the drainage area along Chavous Road. He said they looked at the elevations of two roads, 173 and the Alton Land Road from Cooper out to Hwy 349. He said if a canal system was built through this area it would range from three to five feet to get through.

Mr. Bailey informed the Board of another voluntary program through FEMA. He said they purchase properties that repeatedly flood from the owners.

Regular Meeting Minutes – October 07, 2021 – 10:00 AM – Page 14 of 26 Division Chief Scott Garner said they have done three parcels of land in Dixie County.

Commissioner Mills said that moving forward they need to look at drainage issues when building any roads.

Mr. Bailey said that some of these areas with current issues were developed privately and predate regulations.

Commissioner Stephenson asked if drainage studies are done on new paving projects.

Mr. Bailey replied yes. He said there are exemptions for storm water.

Commissioner Mills said they don't want to be exempt. He said that culverts should be required for all driveways in the future. He said that a lot of areas in the Hammock that need ditches.

A Concerned Citizen spoke to the Board and said she had purchased a culvert years ago and then she had to move her mailbox for delivery and now the culvert and the ditch have been covered up which affects the water flow.

Commissioner Mills said there is a lot of this happening around the county.

Mr. Bailey asked if the Board has talked to the Postal Service.

Commissioner Mills said they have reached out to them and are asking about turning the mailboxes around so the ditches can be dug out. He said the Postal Service decided to turn the mailboxes around.

Commissioner Stephenson asked what the standard size for culverts in the county is. He said he has seen many different sizes.

Manager Cannon replied 18 x 30.

Building Official Leon Wright said that residents are confrontational when inspections are done.

Commissioner Stephenson asked if they need approval of the culvert to get permits.

Commissioner Storey agreed that everyone needs a culvert.

Ms. Mary Goodrich said she still has water on her property even after the work was done on Cooper Road.

Commissioner Mills said they can do more work, in stages, as the water permits.

Ms. Benita Corbin thanked the Board for mowing the Jena Road.

Commissioner Hatch said that he spoke with Mr. Bailey about looking at the drainage issue at the Transfer Station. He wanted to make sure that there is no run-off from the garbage to the neighbors. He said there is no outlet for the water to move away from the homes in this area.

Commissioner Stephenson said the road on the back side of the prison has no culverts and was supposed to have a burm put in near the Rollisons.

Mr. Hutchison said he graded the road this week for safety due to concerns about wrecks.

Commissioner Mills said he would like Mr. Bailey to look at Chavous and Thompson up to the Greenway. He said he would like to dig a ditch to send water to the river and avoid digging on private property.

JERED LIZOTTE, LOCKLEAR AND ASSOCIATES

Manager Cannon said that Mr. John Locklear was here earlier, but had to leave. He said the Grady Hires punch list is completed by the contractor. He said he would like to advertise for the 305 road and get bid proposals.

CINDY BELLOT, LIBRARY DIRECTOR

Ms. Cindy Bellot appeared before the Board and informed them that someone from Senator Rubio's office will be at the Cross City Library tomorrow from 10:00 Am until 12:00 PM. She said that anyone can talk to them about assistance with the SBA loan.

Commissioner Hatch clarified that it is for residential and commercial assistance.

STEVE FREMEN, CODE ENFORCEMENT & VETERANS SERVICE OFFICER

Mr. Steve Fremen was not present for this meeting.

STEVE HUTCHISON, COUNTY ROAD SUPERINTENDENT

Mr. Hutchison appeared before the Board and informed them that he has started clearing the new rock pit they got from Mr. Laster Fowler. He said he has been trying to get the easements from the three property owners, Hines, FDOT and Four Rivers. He said the road to Mingo Acres/Storm Mainline is half owned by Four Rivers, but is maintained by the county. He said they will give an easement to the Fowler Rock Pit if the county will take ownership of this road.

Commissioner Mills made the motion to accept ownership of the Mingo Acres/Storm Mainline from Four Rivers in exchange for the easement to the Fowler Rock Pit. Commissioner Hatch seconded. Board approved.

Mr. Hutchison informed the Board that they have got a Gradeall at the Road Department that will need to be purchased.

Commissioner Hatch made the motion to purchase the Gradeall. Commissioner Valentine seconded. Board approved.

Regular Meeting Minutes – October 07, 2021 – 10:00 AM – Page 16 of 26 Manager Cannon asked for the purchase price to be clarified for the record.

Commissioner Mills replied \$27,500.00.

Commissioner Mills recused himself from voting on this item.

Commissioner Hatch clarified that Commissioner Mills did not vote because he had purchased this item for the county with his own money so they would not miss out on this opportunity.

Commissioner Mills said the need for a Gradeall had been discussed in a meeting and he knew where one was and followed up with the owner to make the purchase.

Commissioner Storey explained that the Gradeall is not a grader for roads, he said it digs ditches.

Mr. Hutchison said he needs an excavator for digging the rock. He said he has a John Deere and a Caterpillar quote and both representatives are here tonight.

Commissioner Stephenson asked about a guaranteed buy back option in the contract.

Commissioner Mills agreed that is a good idea and he then asked for the representatives to explain the three year and the five-year terms. He said the five-year terms is usually the better option.

Commissioner Stephenson explained that as equipment ages maintenance becomes an issue. He said the buy back option helps offset cost and keeps new equipment in the rotation.

Commissioner Hatch said he liked the proposal from John Deere for the 350 with a 6-inch bucket.

Charlie Usina, Caterpillar/Ring Power

Mr. Usina said they gave a quote on a 330 model and a 336 model. He said their 330 model is the same as the John Deere 350 model for the digging depth of 25-26 feet. He said the 350 has a longer boom. He said their 336 model has more horsepower and weight. He compared the hours and life of the machine, transaction prices, resale value, ownership cost, operating cost, fuel and maintenance cost. He said the 336 weighs 81,900 lbs.

Commissioner Mills said he would recommend the Board go with the John Deere.

Commissioner Hatch made the motion to purchase the John Deere excavator. Commissioner Mills seconded.

Chief Financial Officer, Ms. Jacki Johnson, asked the Board how they are going to pay for this and how much does this cost.

John Deere Representative

He said they will be financing the equipment through John Deere at 2.5 percent for five years.

Ms. Johnson said this is a five-year commitment.

Manager Cannon said they have \$125,000.00 budgeted for equipment and just approved \$27,500.00 for the Gradeall. He said they approved the money from the River Shores of Jena sale to go towards paying for the Fire and Solid Waste Assessment.

Commissioner Mills asked about the money that was agreed to use for the purchase of the Backhoe.

Commissioner Stephenson said they voted to use the River Shores money for the Backhoe.

Manager Cannon said the Board had already agreed to use it for the assessment.

Mr. Hutchison asked where the money is that they got from the equipment auction.

Ms. Johnson said that has been added to your budget.

Commissioner Hatch said we can cancel the backhoe because they haven't purchased one yet.

Ms. Johnson asked what was the finance rate quote from the local banks.

Manager Cannon replied 1.88 percent for the Firetruck loan.

Ms. Johnson said the Board can also check with your local banks for a loan for equipment. She said that she and the County Manager can discuss this.

Commissioner Stephenson said the price difference is still a concern.

Commissioner Hatch compared the equipment prices at \$64,000.00, \$62,000.00, and \$73,000.00. He said there is not much difference.

Commissioner Mills said the payments made on either contract are very close at the end of the term.

The Board approved to purchase the John Deere excavator.

Manager Cannon requested Board approval to allow all BOCC employees administrative leave with pay from 2:00 PM to the end of business day in support of the High School Parade on October 07, 2021.

Commissioner Hatch made the motion to allow all BOCC employees administrative leave with pay from 2:00 PM to the end of business day for the parade. Commissioner Stephenson seconded. Board approved.

Commissioner Stephenson asked for clarification on what the money from the River Shores of Jena property was earmarked for. He said that he wanted to use the money to buy a backhoe and the Board voted to do this.

Manager Cannon said the money had been earmarked for the special assessment.

Ms. Johnson said the assessment is paid for from last year's money.

Commissioner Stephenson rescinded his medion to use the River Shore of Jena money to purchase a backhoe. Commissioner Mills recorded the correction. Board approved.

Manager Cannon said the money goes into the General Fund.

DWAYNE CHAUNCEY, MOSQUITO CONTROL DIRECTOR

Mr. Dwayne Chauncey was not present for this meeting.

MICHAEL LATSON, SOLID WASTE DIRECTOR

Mr. Michael Latson appeared before the Board and informed them that they had passed the DEP inspection for the transfer station. He said he is getting some quotes on trailers and a dozer due to electronic failures.

Commissioner Stephenson asked if there is money in the budget for equipment replacement.

Manager Cannon said he will look.

Commissioner Mills suggested he check on a quote to rewire the dozer and gauges and under the carriage.

Mr. Latson informed the Board that he and Ms. Angie Crowley had interviewed two people for his department. He said that one will work the Packer Truck on Tuesday thru Friday and the other person will work the Packer Truck on Monday through Thursday.

Mr. Latson said he is working on getting the metal picked up. He said they have three trailers they can sell.

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LEON WRIGHT, BUILDING AND ZONING OFFICIAL

Mr. Leon Wright had nothing further to discuss.

DARIAN BROWN, DIRECTOR OF EMERGENCY SERVICES

Director Brown appeared before the Board and informed them that Emergency Services had received a grant for \$36,463.00 and they will purchase a life pack monitor for the next ambulance. He said they have hired three fire fighters and are looking at a fourth person. He said they have three application for the maintenance position.

Director Brown requested the Board's approval for the remounted chassis to be given to the Town of Cross City. He said they will need to transfer the title.

Commissioner Mills made the motion for the remounted chassis to be given to the Town of Cross City. Commissioner Valentine seconded. Board approved.

Director Brown informed the Board that he had met with the Emergency Director for the State and they had discussed many issues.

Director Brown informed the Board that the transport rates have not been adjusted in many years. He said that he will review these and recommend raising the rates.

Director Brown informed the Board that they have been looking for to help with bill collections.

Commissioner Stephenson requested that he hire people that are dually qualified.

Director Brown replied yes. He said that six positions don't require this dual certification, but some others do. He said this is hard to mandate and fill positions in a small town with limited applicants. He said they also require continued education in their employment contract.

GAIL CARTER, INDIGENT CARE

Ms. Gail Carter was not present for this meeting.

HOLLY HOUGHTON, COUNTY EXTENSION AGENT

Ms. Holly Houghton had nothing further to discuss.

ANGIE CROWLEY, HUMAN RESOURCES ADMINISTRATOR

Ms. Angie Crowley appeared before the Board and requested a Workshop be set for the County Employee Policy and Procedure Manual to be discussed.

Commissioner Hatch made the motion to set the Employee Policy and Procedure Manual Workshop for October 21, 2021 at 3:00 PM. Commissioner Stephenson seconded. Board approved.

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Ms. Houghton informed the Board they will need about one hour and thirty minutes for discussion. She said they have been unable to find documentation of votes supporting some of the content of the current manual.

Ms. Crowley requested the Board's approval to destroy old time sheets that have met retention requirements. She said she needs more storage space.

Commissioner Mills made the motion to allow the old time sheets to be destroyed per the retention schedule. Commissioner Hatch seconded. Board approved.

DUANE CANNON, COUNTY MANAGER

County Manager Duane Cannon appeared before the Board to discuss several items.

Manager Cannon requested Board approval to execute NE 592nd from US 19 to NE 272nd Ave LAP Agreement project #443250-1-38-02 in the amount of \$999,426.00.

Commissioner Hatch made the motion to approve NE 592nd from US 19 to NE 272nd Ave LAP Agreement project. Commissioner Valentine seconded. Board approved.

Manager Cannon requested Board approval to execute Resolution #2021-146 in support of the NE 592nd from US 19 to NE 272nd Ave LAP Agreement project #443250-1-38-02 in the amount of \$999,426.00.

Commissioner Hatch made the motion to execute Resolution #2021-146 in support of the NE 592nd from US 19 to NE 272nd Ave LAP Agreement project. Commissioner Stephenson seconded. Board approved.

Manager Cannon requested Board approval to execute NE 272nd from NE 592nd St to SR 349 LAP Agreement project #443247-1-58-01 68-02 in the amount of \$203,290.00.

Commissioner Hatch made the motion to execute NE 272nd from NE 592nd St to SR 349 LAP Agreement project. Commissioner Mills seconded. Board approved.

Manager Cannon requested Board approval to execute Resolution #2021-147 in support of the NE 272nd from NE 592nd St to SR 349 LAP Agreement project #443247-1-58-01 68-02 in the amount of \$203,290.00.

Commissioner Hatch made the motion to execute Resolution #2021-147 in support of the NE 272nd from NE 592nd St to SR 349 LAP Agreement project. Commissioner Valentine seconded. Board approved.

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Manager Cannon requested Board approval to assist the Town of Cross City and the School Board to fix the access road from the High School to the Middle School.

Commissioner Mills made the motion to assist the Town of Cross City and the School Board to fix the access road from the High School to the Middle School. Commissioner Hatch seconded.

Commissioner Hatch said he wanted to discuss what the county would get in return.

Manager Cannon said they have been discussing this for three years. He said the School Board had agreed to trade the property in Suwannee for a Community Center and the School Board meeting room in Old Town. He informed the Board that he is concerned on the upkeep and maintenance and utility cost.

Commissioner Hatch said the road is currently a single lane and now they would like it to be a double lane road.

Manager Cannon said that they can apply for grants to help with paving. He said they need two lanes and 20 feet of width for school bus access.

Attorney Osteen said the property in Suwannee is three acres.

Commissioner Hatch asked if the property is tied up in school funding and asked him to check on that.

Attorney Osteen said he doesn't know.

Commissioner Mills said he wants a Community Center for Old Town, but needs to know if they can afford one.

Commissioner Mills rescinded his earlier motion to assist the Town of Cross City and the School Board to fix the access road from the High School to the Middle School. Commissioner Hatch rescinded his second.

Commissioner Hatch made the motion to table the request to assist the Town of Cross City and the School Board to fix the access road from the High School to the Middle School.

Commissioner Mills seconded. Board tabled.

Manager Cannon suggested they set up a Workshop with the School Board to discuss the road and operating cost on the building.

Manager Cannon requested Board approval to purchase the material to repair fencing at the Dixie County Jail. The approximate cost for material is \$7,500.00 - \$8,000.00 for the project.

Regular Meeting Minutes – October 07, 2021 – 10:00 AM – Page 22 of 26 Commissioner Hatch made the motion to purchase the material to repair fencing at the Dixie County Jail. Commissioner Valentine seconded. Board approved.

Commissioner Stephenson asked if they have the funds for these repairs.

Manager cannon said repair and maintenance has been budgeted.

Manager Cannon requested Board approval to move forward with the administrative support of the ARPA US Treasury monies with the firm DSI (Disaster Strategies and Ideas Group, LLC). Pending attorney review and approval of the agreement.

Commissioner Stephenson made the motion to move forward with the administrative support of the ARPA US Treasury monies with the firm DSI (Disaster Strategies and Ideas Group, LLC). Pending attorney review and approval of the agreement. Commissioner Valentine seconded. Board approved.

Manager Cannon presented the Florida Forest Service Annual Report for the Board to review.

Manager Cannon presented the Board with two material quotes for repairs to the Dixie County Jail roof. One quote was for \$256,088.02 - 25-year warranty, Galvalume and the other was \$274,836.94 - 40-year warranty, Painted metal. He said the Sheriff had met with the contractor and financing is possible.

Manager Cannon discussed his concerns on repairs to the roof of the Women's Club. He said the roof leaks and it will cost \$15,000.00 to patch it and \$25,000.00 to fix.

Commissioner Hatch suggested they give the building back to the Town of Cross City.

Commissioner Stephenson made the motion to give the Woman's Club building back to the Town of Cross City. Commissioner Mills seconded. Board approved.

MICHAEL OSTEEN, COUNTY ATTORNEY

County Attorney Michael Osteen had nothing further to discuss.

BARBIE HIGGINBOTHAM, CLERK OF COURT

Clerk Higginbotham appeared before the Board and requested their approval of Ordinance #2021-13. She said this would allow the Clerk to change the court fee from \$15.00, which was set back in 2004, and increase it to \$30.00. She said this fee can be used to help pay for court facilities.

Commissioner Mills made the motion to advertise for Ordinance #2021-13 and move forward with raising the fee to \$30.00. Commissioner Hatch seconded. Board approved.

<u>Chief Financial Officer, Jackie Johnson</u> appeared before the Board and requested they review their Budget packet. She offered to answer any questions they may have.

She said they need to discuss large purchases in advance. She said they need to look at the budget and figure out a plan and get the best deal before committing. She said the Board needs to slow down their spending during November, December and January. She said that Mr. Powell will present the 2020 Audit to the Board October 21, 2021. She said they will then need to finalize the 2021 Audit. She said the Board will get budget reports in the second meeting and cautioned them about the need to control spending with a purchase order process. She said there needs to be communication with everyone. She said the financial reports will help control and plan for spending.

COUNTY COMMISSION ITEMS

Commissioner Valentine had nothing further to discuss.

Commissioner Hatch asked about automatic contract renewals.

Manager Cannon replied he looked through the books. He said some of the consulting firms ended in 2017, 2018, and 2019. He said the County Attorney contract end in December of 2021.

Commissioner Hatch made the motion to remove the stipulation for all auto renewals of contracts. Commissioner Mills seconded. Board approved.

Commissioner Stephenson had nothing further to discuss.

Commissioner Hatch informed everyone that the Task Force was now working in the Andrew Sauls Road and Marvin Martin area off Hwy 351.

Commissioner Mills said the Board is working to correct the drainage issues.

Commissioner Storey said that digging along Chavous will help.

PUBLIC COMMENTS AND CONCERNS

Ms. Robin Rouse spoke to the Board and informed them that many residents need bottled drinking water.

Chief Garner said they are working on a donation of bottled water from the from Nestle plant. He said they need to come up with a distribution plan.

Ms. Rouse said that people also need sanitation, places to stay and ice for coolers. Commissioner Hatch asked if anyone has reached out to Gainesville ice. Chief Garner said yes, and you can buy a semi load of ice. He said that the Red Cross, the Salvation Army and the United Way are helping with motel vouchers. He said there is no disaster housing in our area and people will have to go to Lake City or Gainesville.

Commissioner Stephenson suggested the Old Town Fire Station is a good location for distribution of water.

Chief Garner said we don't have enough manpower to do this and the equipment needs to be protected.

Commissioner Hatch recommended opening the First District Community Center for a shelter. Chief Garner said that has been rented for a party.

Ms. Crowley said we don't have anyone to clean the buildings.

Ms. Mary Goodrich spoke to the Board and told them she did not stay at the shelter because of COVID issues. She said she is living in a camper. She said she is still flooded, and the mosquitos are bad.

Manager Cannon said the county is spraying for mosquitos when and where they can.

Ms. Houghton cautioned people requesting mosquito pellets for the standing water. She said this can also kill the good insects.

Mr. Guy Richardson spoke to the Board about the issue with the mailboxes. Commissioner Mills said they have been talking with the postmaster about that and they must get their permission to turn the mailboxes around.

A concerned citizen asked why has the mowing slowed down.

Commissioner Hatch replied because many of the county staff has been sick with COVID and they have not been able to use inmate crews.

ADJOURN

ATTEST:

Commissioner Hatch made the motion to adjourn at 1:34 PM. Commissioner Stephenson seconded. Board approved.

COUNTY, FLORING

BOARD OF COUNTY COMMISSIONERS DIXIE COUNTY, FLORIDA

Jamie Storey, 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.