

Regular Meeting
Dixie County Courthouse
Commission Board Room
214 NE Hwy 351, Cross City, FL 32628
January 20, 2022 – 6:00 PM

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 2020-29. 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 (via telephone)
Jamie Storey, District 4, Chairman
James Valentine, District 5

STAFF

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

CALL TO ORDER

The Board meeting was called to order at 6:00 PM by Commissioner Storey. Commissioner Storey informed the public and staff that if you want to address the Board you will need to stand at the Podium to speak or ask questions. He informed everyone that if an individual is disruptive in the Board meeting, he will give them one warning. He said if an individual is disruptive a second time, they will be escorted out of the Board meeting. He said if the same individual is disruptive at the next Board meeting, they will be escorted out and banned from attending any Board meetings for the rest of the year.

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 Valentine made the motion to approve Minutes from the Regular Meeting of November 18, 2021. Commissioner Stephenson seconded. Board approved.

Commissioner Stephenson made the motion to approve Minutes from the Regular Meeting of December 02, 2021. Commissioner Mills seconded. Board approved.

Commissioner Stephenson made the motion to approve Minutes from the Regular Meeting of December 16, 2021. Commissioner Mills seconded. Board approved.

Commissioner Valentine made the motion to approve Minutes from the Town of Horseshoe Workshop of January 06, 2022. Commissioner Stephenson seconded. Board approved.

Commissioner Valentine made the motion to approve Minutes from the Regular Meeting of January 06, 2022. Commissioner Stephenson seconded. Board approved.

VOUCHER APPROVAL

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

CONSTITUTIONAL OFFICERS

There was nothing presented 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 Stephenson. Seconded by Commissioner Mills. Board approved.

A petition by *Carmen Merchan* requesting a Special Exception to be granted, as provided in Section 4.4.5 *Special Exceptions* of the Dixie County Land Development Regulations to permit one recreational vehicle in an ("AG" Agriculture) zoning district, in accordance with the petition dated 12/26/2021 to be located on the property as described as follows: Dixie County Parcel # 05-10-13-4523-0000-0090 485 NE 262 Avenue, 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 Carmen Merchan. There was opposition.

Commissioner Mills made the motion to table the special exception requested by Carmen Merchan. Commissioner Stephenson seconded. Board tabled.

A petition by *Kimberley Hawkins* requesting a *Special Exception* to be granted, as provided in Section 4.3.5 Special Exceptions of the Dixie County Land Development Regulations to permit one recreational vehicle (ESA) zoning district, in accordance with the petition dated 11/12/2021 to be located on the property as described as follows: Dixie County Parcel # 36-09-13-4424-0000-0100 1430 NE 796 Street, Old Town, FL. 32680; 0). (Commission District 1, Jody Stephenson) (**Tabled from 01-06-2022**)

Ms. Julie Herring appeared before the Board and read the special exception request made by Kimberley Hawkins.

Commissioner Stephenson said if they are building a home, they need to get a building permit. He said there is a problem with these special exceptions remaining attached to the property indefinitely. He said some of these turn into code enforcement issues later.

Commissioner Stephenson made the motion to deny the special exception requested by Kimberly Hawkins. Commissioner Hatch seconded. Board denied.

Building Official, Leon Wright addressed the Board via telephone and said the only difference in the RV Special Exception and building a home is the house plans. He said that the additional cost would be for the house plans. He said they still must meet all the requirements for a RV Special Exception. He said this is a land development rule; therefore the special exception stays with the property.

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

RESOLUTION 2022-18

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 (4) OF THE DIXIE COUNTY LAND DEVELOPMENT REGULATIONS TO PERMIT ONE RECREATIONAL VEHICLE IN AN AGRICULTURAL AREA (AG) ZONING DISTRICT, IN ACCORDANCE WITH THE PETITION DATED DECEMBER 26, 2021.

Carmen Merchan

The special exception that this Resolution supported was tabled earlier.

RESOLUTION 2022-07

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 RECREATIONAL VEHICLE IN AN ENVIRONMENTALLY SENSITIVE AREA (ESA) ZONING DISTRICT, IN ACCORDANCE WITH THE PETITION DATED NOVEMBER 12, 2021.

Kimberley Hawkins (Tabled from 01-06-2022)

The special exception this Resolution supported was denied earlier.

ROBIN ROUSE

Ms. Rouse appeared before the Board to inform them that she and some other volunteers have been picking up litter from county roads. She said they have cleaned 317, 209, 543 and 239 for the past three

weeks. She said she and her volunteers will continue to do this. She requested the Board help with some safety vests, grabber wands and caution signs.

Commissioner Hatch said they cannot give tax dollars to private citizens. He suggested they use their personal expense account to do this.

Commissioner Hatch made the motion to use money from the Board's personal expense account to provide the items requested by Ms. Robin Rouse. Commissioner Mills seconded. Board approved.

Commissioner Stephenson suggested \$500.00. He also requested that a Sheriff Deputy be present in that area when they are picking up trash.

Dixie County Sheriff suggested they get FDOT approved signs for everyone's safety.

Ms. Rouse said she can get some items from the FDOT office in Chiefland to use. She asked if adopting county roads was possible.

Manager Cannon said the county does not have anything in place at this time.

Commissioner Hatch asked for a list of items needed. Then the Board will purchase and donate the items to Ms. Rouse.

County Attorney Michael Osteen added this amount not to exceed \$500.00.

GREG BAILEY, NORTH FLORIDA PROFESSIONAL SERVICES

Mr. Bailey was not present.

JERED LIZOTTE, LOCKLEAR AND ASSOCIATES

Mr. Lizotte was not present.

CINDY BELLOT, LIBRARY DIRECTOR

Ms. Bellot had nothing to discuss at this time.

STEVE FREMEN, CODE ENFORCEMENT & VETERANS SERVICE OFFICER

Mr. Fremem was not present.

STEVE HUTCHISON, COUNTY ROAD SUPERINTENDENT

Mr. Hutchison was not present.

DWAYNE CHAUNCEY, MOSQUITO CONTROL DIRECTOR

Mr. Chauncey was not present.

MICHAEL LATSON, SOLID WASTE DIRECTOR

Mr. Latson was not present.

Commissioner Stephenson suggested they get some larger signs for littering and fines.

Commissioner Stephenson asked about the metal at the roll off sites. He said this is building up. He asked about the contracts for the metal removal.

County Manager Duane Cannon said he and Attorney Osteen have plans to meet with the contractors about this.

Attorney Osteen said everyone has been very busy with other contracted jobs.

Mr. Todd Herring addressed the Board and said he has cleaned up the metal from the dump sites for one of the contractors.

Commissioner Hatch said he has been doing a good job.

Commissioner Storey said they will try to get in touch with the contractors.

Commissioner Hatch said they need to check on the county ordinance and add this to the littering sign.

Clerk of Court Barbie Higginbotham said her staff will double check.

Commissioner Stephenson said he has been working on getting an overdue payment from Jefferson County for Solid Waste. He presented a check for \$92,000.00. He asked if this goes into the General Fund. He said this is two years of money that was owed to the Board.

Manager Cannon said because the money has been owed for several years they will need to determine exactly where it should go. He said he will discuss this with the Finance office.

Commissioner Stephenson asked if this could be used for employee raises to get truck drivers.

Manager Cannon said that \$69,000.00 goes to the Solid Waste Department from the \$92,000.00 for their budget.

Commissioner Hatch this is recurring money from Aucilla and is used for equipment or salary for Solid Waste. He said that Packer Trucks and Dumpsters have been purchased before with this money.

LEON WRIGHT, BUILDING AND ZONING OFFICIAL

Mr. Wright had nothing to discuss at this time.

DARIAN BROWN, DIRECTOR OF EMERGENCY SERVICES

Director Brown was not present.

GAIL CARTER, INDIGENT CARE

Ms. Carter was not present.

HOLLY HOUGHTON, COUNTY EXTENSION AGENT

Ms. Houghton was not present.

ANGIE CROWLEY, HUMAN RESOURCES ADMINISTRATOR

Ms. Crowley was not present.

DUANE CANNON, COUNTY MANAGER

Manager Cannon appeared before the Board to request approval for several items.

Manager Cannon requested the Board's approval to execute the agreement for the First Amendment to the Interlocal Agreement Between Columbia, Dixie, Gilchrist, and Union County Creating the Consortium as called for by the Workforce Innovation and Opportunity Act. He said they implemented this is 2014.

Commissioner Stephenson made the motion to execute the amendment to the interlocal agreement creating a Consortium as called for by the Workforce Innovation and Opportunity Act. Commissioner Mills seconded. Board approved.

Manager Cannon requested the Board's approval to appoint Scott Pendarvis as the 911 Coordinator for Dixie County beginning Monday Jan 24, 2022.

Commissioner Mills made the motion to appoint Scott Pendarvis as the 911 Coordinator for Dixie County beginning Monday Jan 24, 2022. Commissioner Stephenson seconded. Board approved.

Manager Cannon requested the Board's approval to move forward with the vehicle purchase at the EOC.

Commissioner Stephenson made the motion to move forward with the vehicle purchase at the EOC. Commissioner Mills seconded. Board approved.

Manager Cannon requested the Board's approval to donate overburden from the County to the School Board for the High School football practice field.

Commissioner Stephenson made the motion to donate overburden from the County to the School Board for the High School football practice field. Commissioner Valentine seconded. Board approved.

Manager Cannon requested the Board give him direction as to the Employee Pay Scale. He asked what specific job classifications should be reviewed. He asked if they wanted to review CDL employees only or every job position. He said that raises would cost approximately \$2,500.00 per person for every dollar per hour increase.

Commissioner Hatch and Commissioner Mills both agreed that this needs to be done for all employees.

Manager Cannon requested the Board's approval to buy a full-page advertisement in the Suwannee River Fair Book in the amount of \$150.00.

Commissioner Mills made the motion to buy a full-page advertisement in the Suwannee River Fair Book in the amount of \$150.00. Commissioner Valentine seconded. Board approved.

Manager Cannon requested the Board's approval to execute the release of lien for a SHIP property.

Commissioner Hatch made the motion to execute the release of lien for a SHIP property. Commissioner Stephenson seconded. Board approved.

Manager Cannon requested the Board's approval to appoint Bill Lee to the Suwannee Water and Sewer Board.

Commissioner Hatch made the motion to appoint Bill Lee to the Suwannee Water and Sewer Board. Commissioner Mills seconded. Board approved.

Commissioner Hatch said that Greg Leggett has resigned early which created another vacancy on this Board. He said they can have one out-of-county Board member.

Manager Cannon reminded the Board that the Rural County Days Event is on Wednesday Jan 26, 2022, from 6:00 PM – 8:00 PM at the Florida Capitol Courtyard. He requested they meet at the County Manager's Office at 3:30 PM to pair up for the drive to Tallahassee.

Manager Cannon informed the Board that the Road Department has been 5-6 employees short. He said that CR 353 shoulder is being completed and they are looking at an additional 5 acres for a rock pit.

Manager Cannon informed the Board that Fish Bone Road, which is Federal Property, will be closed to the public for a while. He said that contractors were making a dock and working on the road and someone has stolen their materials.

Manager Cannon informed the Board that the County Employee Policy and Procedures Manual will be ready to accept by the next meeting.

MICHAEL OSTEEN, COUNTY ATTORNEY

Attorney Osteen appeared before the Board and said he has reviewed the County Employee Policy and Procedures Handbook. He said he can answer questions.

Attorney Osteen presented the Board with a \$1,000.00 check for a Code Enforcement fine. He said this was due to a Quiet Title search by Bankers Title. He said that all fines must be paid for them to move forward with a clear title.

Manager Cannon said the Code Enforcement Account was set up during budget this year. He said this needs to be created in Munis. He said this revenue will go towards paying the Code Enforcement Officer.

Attorney Osteen said this is an example of how Code Enforcement will affect titles to properties being purchased.

BARBIE HIGGINBOTHAM, CLERK OF COURT

Clerk Higginbotham appeared before the Board to discuss record retention. She requested Board approval of the destruction of more records that have met retention.

Commissioner Hatch made the motion to approve the destruction of records that have met retention. Commissioner Stephenson seconded. Board approved.

COUNTY COMMISSION ITEMS

Commissioner Valentine had nothing to discuss at this time.

Commissioner Hatch had nothing to discuss at this time.

Commissioner Stephenson had nothing to discuss at this time.

Commissioner Mills had nothing to discuss at this time.

Commissioner Storey thanked everyone and said this has been a good meeting.

PUBLIC COMMENTS AND CONCERNS

Mr. Guy Richardson addressed the County Attorney and asked about a special exception on a residential property. He asked if this is in effect then the person can change their plan and do anything.

Attorney Osteen replied that a special exception is allowed for certain zoning districts.

Mr. Richardson also stated that he had measured the asphalt roads, and the right of way is wide enough.

Commissioner Hatch responded the right of ways and easements are different throughout the county.

Commissioner Stephenson stated that the county is poor. He said the road paving and resurfacing work is done on grants. He said there is no money for ditch work. He said the county needs extra money for this.

Attorney Osteen said they have discussed during several meetings with the engineer. He said there is money for certain things. He said the Board has agreed to look at this more for in the future.

Commissioner Hatch said that FDOT guidelines must be followed.

Commissioner Storey said they are working down the road cleaning ditches on one side and then the other.

Mr. Rodney Hawkins addressed the Board regarding his denied special exception. He said he is new to the area. He requested the Board reverse their decision.

Commissioner Stephenson recommended he submit building plans and get a building permit. He said Mr. Hawkins can live on his property while he builds a home.

Mr. Wright said an inspection is needed every 180 days. He said Mr. Hawkins needs to be making progress and not let the permit expire.

Attorney Osteen asked about extensions.

Mr. Wright said after each inspection you get another 180 days.

Manager Cannon informed the Board that he has spoken with the City Manager about the Woman's Club. He said they would like to get the building. He said they have asked if it would be possible to move the building to another lot. He said that funding for this may be available.

Commissioner Hatch made the motion to rescind the motion to give the property and the Woman's Club back to the Town of Cross City.

Commissioner Hatch made the motion for the Woman's Club building to be donated to the city. Commissioner Stephenson seconded. Board approved.

Mr. Jeff Hardison questioned the Board about discussing non-Agenda items.

Clerk Higginbotham informed the Board that she has hired Ms. Brenda Royal, former Town of Cross City Clerk, to work in the Finance Department and train for Ms. Jacki Johnson's position. She said her first day will be February 07, 2022.

Mr. Red Hodge informed the Board that he has been working on the ditches for the County Road Department.

Mr. Robin Rouse asked about the Sheriff about donating vehicles to the county.

Sheriff Butler said he does that when he can.

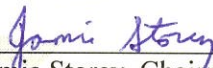
ADJOURN

Commissioner Stephenson made the motion to adjourn at 7:14 PM. Commissioner Hatch seconded. Board approved.




BOARD OF COUNTY COMMISSIONERS
DIXIE COUNTY, FLORIDA

ATTEST:



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.