

**BOARD OF COUNTY COMMISSIONERS
UNION COUNTY, FLORIDA
REGULAR MEETING
OCTOBER 19, 2015**

NOTE: If any person decides to appeal any decision made with respect to any matter considered at this meeting or hearing, he or she will need a record for the proceedings and may need to insure that a verbatim record is made.

PRESIDING: Karen Cossey, Chairwoman

RECORDING: Jean Shuford, Finance Officer

ATTENDING: Commissioner Willie Croft; Commissioner Woody Kitler; Commissioner Jimmy Tallman; Dianne Hannon, Board Secretary; Kellie Connell, Clerk of Courts; Russ Wade, County Attorney

PRESS: Vince Brown

1. CALL TO ORDER

The meeting was called to order at 6:00 PM by Chairwoman Cossey.

2. INVOCATION AND PLEDGE

Commissioner Tallman delivered the Invocation and led the Pledge of Allegiance to the Flag.

3. PUBLIC COMMENTS

Chairwoman Cossey opened the floor for public comments.

Leroy Newton addressed the Board concerning the minutes not being posted on the Board's Website. Clerk Connell stated that she in fact has hired a new webmaster for the Clerk's Office and he was at the meeting to ask the Board to contract him to maintain their site for this year.

4. APPROVAL OF MINUTES

Commissioner Kitler made a motion to approve the minutes for the August 17, 2015 Regular Meeting, September 21, 2015 Public Hearing, September 21, 2015 Regular Meeting and the September 28, 2015 Public Hearing with a second by Commissioner Croft. The motion passed unanimously.

5. FINANCE REPORT

Commissioner Tallman moved to approve payment of the bills presented. Commissioner Kitler seconded; the motion passed with no opposition.

6. GABBY PAXTON, D E P PARK AND RECREATION DIVISION FOR SARAH'S PARK

Officers from DEP Park and Recreation Division presented the Board with a check for the Sarah's Park Project Grant. **Commissioner Croft made a motion to accept the funds, with a second by Commissioner Kitler. The motion passed with no opposition.**

7. DEPARTMENT OF ENVIRONMENTAL PROTECTION (FRDAP) AGREEMENT FOR 2015-16

Commissioner Croft made a motion to accept the Grant Agreement. Commissioner Kitler seconded the motion. The motion carried unanimously.

8. NATHAN THORNTON, WEB SITE DESIGN

Nathan Thornton, President of The Net Group, requested that the Board consider entering an agreement for Web Site Design for the coming year. He explained his role as the webmaster and informed the Board that he understood the importance of government agencies having information posted in a timely manner. He was asked the cost of his services and he quoted an annual fee of \$1,000.00. Mr. Thornton assured the Board that he is available and that this was his full time business. He stated that he manages other government agency websites such as, Bradford County Sheriff's Office and The City of Starke. **Commissioner Tallman made a motion to hire The Net Group to take over the BOCC Web Site for the annual fee of \$1,000.00, with a second by Commissioner Kitler. The motion passed unanimously.**

9. CONTRACT BETWEEN UNION COUNTY AND THE DEPARTMENT OF HEALTH FOR 2015-16

Joe Pietrangelo, representing the Union County Health Department, requested approval of the contract between Union County and the Department of Health for 2015-16. **Commissioner Tallman made a motion to approve the contract with a second by Commissioner Croft. The motion carried with none opposed.**

10. SPACE SHARING AGREEMENT BETWEEN UNION COUNTY AND THE DEPARTMENT OF HEALTH

Joe Pietrangelo also requested that the space sharing agreement be approved for New River Health. He explained that all expenses related to New River Health are at no cost to the County. **Commissioner Tallman made a motion to approve the Space Sharing**

Agreement between Union County and the Department of Health for 2015-16. Commissioner Croft seconded, with the motion passing unanimously.

11. **AGRICULTURE FACILITY GRANT**

Chairwoman Cossey reported to the Board that she had negotiated with Fred Fox Enterprises and they agreed to administer the Agriculture Facility Grant for the fee of \$6,000.00. Chairwoman Cossey asked that the board consider the approval of Fred Fox Enterprises to administer this very important grant. Commissioner Tallman indicated that he would like a committee formed as well to discuss suggestions to relay to Fred Fox and spoke in favor of them administering the grant process. He also stated that he had run into many brick walls trying to move forward and to gather information. Chairwoman Cossey agreed with Commissioner Tallman and spoke about the excellent job Fred Fox Enterprises has done with other grants for our County such as the CDBG. Commissioner Tallman expressed that he would like the administrators to accept input from our citizens. **Commissioner Kitler made a motion to approve Fred Fox as Grant Administrators for the Agriculture Facility Grant for the fee of \$6,000.00. Commissioner Croft seconded the motion. The motion carried with none opposed.**

12. **COUNTY ROAD 239 CULVERT PROJECT**

Mr. Walt Nickel of Jones Edmunds requests approval of an amendment for CR 239 to continue project but change it from roadway to drainage, easements, and culverts. He met with FDOT and need a letter to amend the project. This would include design, construction and construction oversight; guardrails and safety upgrades. The amendment has not been received from FDOT as of this date but Mr. Nickel asked that the Board move to approve the amendment upon receipt. **Commissioner Croft made a motion to execute the amendment upon receipt and seconded by Commissioner Tallman. The motion passed unanimously.**

13. **MAS90 (READ ONLY AND PRINT REPORTS) INSTALLATION IN BOARD OFFICE**

Chairwoman Cossey explained the necessity of the Board and related personnel to have immediate read only and print access to the MAS90 program. She understands that they need a VPN to log into the network and want this done as soon as possible. Clerk Connell spoke about the progress being made to create a Clerk network so that the 8th Judicial Circuit will not disconnect the Board access again. If a VPN is paid for now on the Circuit's network they will have to pay once again for a second VPN to the Clerk's network. Chairwoman Cossey expressed her frustration with the situation and does not understand why it is taking so long for this access. Clerk Connell stated that she understands the frustration and the need and is doing everything possible with her IT person to get the issue resolved. Chairwoman Cossey and Commissioner Kitler asked Clerk Connell to request the VPN log in, but gave her until the next meeting to resolve this to avoid paying twice for the access.

14. CHANGES TO EMS PAY SCALE

Director Andrews presented the Board with a packet and asked that the Board approve changes in the EMS Pay Scale. Most of the changes are with wording and typos. He also discussed the major changes with the Board as it related to credit years for experience when applying for a position from another agency and Shift Supervisors being assigned to be tasked with making decisions related to their shift. **Commissioner Tallman made a motion to approve the changes as recommended. Commissioner Kitler seconded the motion; the motion carried with no opposition.**

15. TOTAL ESTIMATED SPECIAL ASSESSMENTS SUBMITTED FROM PROPERTY APPRAISER

Commissioner Croft made a motion to approve the Total Estimated Special Assessments from the Property Appraiser as presented with a second by Commissioner Kitler. The motion passed unanimously.

16. REPORT FROM DEPARTMENT HEADS

Solid Waste Department – J. Beasley

Nothing to report at this time.

Road Department – S. Arnold, Jr.

Director Arnold discussed the problems his department is having with a 16 year old Gradall (smaller track machine). Baker County has a different machine that performs similar functions and we will be able to purchase as a piggy back on their contracted price. Clerk Connell stated that approximately half of the purchase price is in the Road Department's fund balance, and that the rest could be financed, and inquired about the savings that would be made from not repairing the currently operated machine. Mr. Arnold answered that it would be significant. Commissioner Kitler expressed concerns with situations in his district, there are serious drainage issues that have had to be put off because of the Gradall breakdowns and in shop repairs. Mr. Arnold gave information about a Caterpillar mini track hoe that the company will let him demo. Commissioner Tallman requested that he research comparable brands and prices. **Commissioner Tallman made a motion to allow Director Arnold to go forward with the demo of the equipment with a second by Commissioner Kitler. The motion passed unanimously.**

Public Library – M. Brown

Nothing to report at this time

EMS & Volunteer Fire Department - M. Andrews

Director Andrews let the Board know that he has now received the service agreement for the cardiac monitors with the agreement to service in the amount of \$5,040.00. This is to include break downs and maintenance for three (3) monitors. **Commissioner Croft made a motion to approve the agreement. Commissioner Tallman seconded the motion with it passing unanimously.**

Director Andrews gave an update on the truck remount that is the grant fund project and stated that the box had been removed and they were waiting on the chassis. He received the invoice last week and requests that the Clerk's office be allowed to cut the check for \$40,183.00, he also asked approval for the temporary tag to be purchased. **Commissioner Tallman made the motion to approve the request with a second by Commissioner Croft. The motion passed with none opposed.**

Emergency Management – J. Walker

Absent

17. **REPORT FROM KELLIE HENDRICKS CONNELL, CLERK OF COURTS**

Clerk Connell invited everyone to Subway tonight to support a fundraiser for the Safety Patrol.

18. **REPORT FROM RUSSELL A. WADE III, COUNTY ATTORNEY**

Nothing to report at this time.

19. **REPORT FROM THE COUNTY COMMISSIONERS**

District 1 – K. Cossey

Nothing to report at this time.

District 2 – W. Kitler

Nothing to report at this time.

District 3 – J. Tallman

Nothing to report at this time.

District 4 – Vacant

District 5 – W. Croft


Nothing to report at this time.

20. **ADJORNMENT**

Commissioner Kitler moved to adjourn the meeting. The meeting was adjourned by Chairwoman Cossey at 7:40 PM.

APPROVED:

ATTEST:



Karen Cossey, Chairwoman



Kellie H. Connell, Clerk of Courts