

**BOARD OF COUNTY COMMISSIONERS  
UNION COUNTY, FLORIDA  
REGULAR MEETING  
OCTOBER 17, 2016**

*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: Savannah Chastain, Finance Officer

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

PRESS: None present

**1. MEETING CALLED 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.

**3. PUBLIC COMMENTS**

**4. APPROVAL OF MINUTES**

Commissioner Kitler moved to approve the July 18, 2016 Regular Meeting Minutes, September 6, 2016 Special Insurance Meeting Minutes, September 6, 2016 Tentative Budget Hearing Minutes, September 19, 2016 Final Budget Hearing Minutes, and September 19, 2016 Regular Meeting Minutes. Commissioner Tallman seconded the motion. The motion carried unanimously.

**5. FINANCE REPORT**

Commissioner Croft moved to approve the bills as presented. Commissioner Kitler seconded the motion. The motion carried unanimously.

Chairwoman Cossey requested action by the Board for Budget Amendment 2016-05. Clerk Connell discussed Budget Amendment 2016-05. **Commissioner Tallman moved to approve Budget Amendment 2016-05. Commissioner Kitler seconded the motion. The motion carried unanimously.**

**6. DAVID FOX, CDBG UPDATE**

Mr. Fox explained the conflict of interest packet. Christina Simmons is the daughter of Dianne Hannon, the Union County Board of County Commissioners Secretary. Rachel Dukes was listed on the first group of applicants and was unaddressed; therefore, Mrs. Dukes will be addressed and bid upon first during this applicant group. Mr. Fox requested approval from the Board for the ranking

of group number two of applicants by ranking standards, with the possible conflict of interest of Christina Simmons and Dianne Hannon. **Commissioner Kitler moved to approve the CDBG ranking of group number two of applicants by ranking standards, with the possible conflict of interest of Christina Simmons and Dianne Hannon. Commissioner Tallman seconded the motion. The motion carried unanimously.** Bidding will continue until funds no longer remain. Mr. Fox clarified how far down the list service is provided will depend on funds.

Chairwoman Cossey questioned progress on Sarah's Homes Park. Mr. Fox explained that the park should be clear for bidding in 45 days. He also expressed that he is waiting on the contract for the Ag Building from the State. Commissioner Tallman inquired of Mr. Fox the process on the O.J. Phillips Recreation Complex.

**7. JANET BOOTH, EMPLOYEE UPDATE**

Mrs. Booth stated that there is a County employee with medical issues who has been out of work for an extended period of time. She explained that there are additional benefits that are available; however, these benefits are not accessible until termination. Mrs. Booth requested action by the Board. **Commissioner Croft moved to terminate the employee. Commissioner Kitler seconded the motion. The motion carried unanimously.** Chairwoman Cossey stated that the temporary employee in the current position cannot work after November 30, 2016; therefore, advertisement for the position will be needed at that point.

**8. ADDENDUM TO EMPLOYEE POLICY MANUAL PAGE 4, SECTION C, ADVERTISING**

Mrs. Booth stated an Addendum to the Employee Policy Manual Page 4, Section C, under the Advertising section. The current advertising policy stated that advertising is opened within the County before being offered to the public. The proposal allowed for advertising to be offered within, as well as to the public, simultaneously. **Commissioner Tallman moved to accept the Addendum to the Employee Policy Manual Page 4, Section C, under the Advertising section. Commissioner Croft seconded the motion. The motion carried unanimously.**

**9. FLORIDA DOT COUNTY WORK PROGRAM PRIORITIES**

Mr. Barney Bennette and Mr. Bill Henderson came before the Board. Mr. Bennette delivered and discussed two handouts: a 5-Year Transportation Plan as well as upcoming events and due dates. Commissioner Tallman voiced an issue with item number 4361341, CR 18 from Columbia County to SR 121. Commissioner Tallman explained the death toll on this road and the deep gulley on either side of the road. The work description states signage and pavement markings. Commissioner Tallman expressed disappointment and mentioned the possibility of widening the road. He apologized for his confusion in understanding, initially, that more would be done than signage and pavement markings. Mr. Bennette stressed safety is first, preservation is second.

Commissioner Kitler discussed CR 229 from Baker County to Union County. In Baker, it is a wider road, then narrows coming into Union County. With high truck volume, people are complaining of having to pass these delivery trucks on such a narrow road. Mr. Kitler requested for Mr. Bennette to look into this issue.

**10. WALT NICKEL, CR-239 UPDATE**



Mr. Walt Nickel, of Jones Edmunds and Associates, stated that DOT was able to fund the shortage for the CR 239 project. The agreement is in the process of being signed and executed. The project will continue forward and construction will begin this week once the agreement is executed and CDM, the contractor, gives the County a maintenance agreement. After completion of the project, \$175.48 will be available to be returned to DOT.

Mr. Nickel stated that the last minor crack on CR 796A would be replaced the following week. The project on CR 231A is complete and satisfactory. Design has begun on CR 199 and CR 233. The bridge has a few strange qualities and needs investigation. The project should be complete and satisfactory at the end of December or the beginning of January.

Mr. Nickel encouraged Board attendance to the meeting at St. Johns County River Water Management for SCRAP and SCOP training on, tentatively, December 5, 2016 from 9:30-4:00.

**11. CONSIDERATION FOR AN APPLICATION FOR A SPECIAL EXCEPTION FOR A PERMIT #18 FOR A HOME OCCUPATION**

Commissioner Croft moved to accept the Application for a Special Exception for a Permit #18 for a Home Occupation. Commissioner Tallman seconded the motion. The motion carried unanimously.

**12. UNION COUNTY HEALTH DEPARTMENT CORE CONTRACT**

Mrs. Amy Johns, Assistant Administrator, delivered the annual Core Contract from the Union County Health Department. Mrs. Johns clarified that with no changes from last year, the requested amount is \$35,000. Commissioner Tallman moved to renew the Core Contract. Commissioner Croft seconded the motion. The motion carried unanimously.

**13. RESOLUTION 2016-11**

Commissioner Kitler moved to accept Resolution 2016-11. Commissioner Croft seconded the motion. The motion carried unanimously.

**14. REPORT FROM DEPARTMENT HEADS**

**Solid Waste Department – J. Beasley**

Director Beasley was absent.

**Road Department – S. Arnold, Jr.**

Director Arnold was absent.

**Public Library – M. Brown**

Director Brown was absent.

**EMS & Volunteer Fire Department – M. Andrews**

Director Andrews had nothing to report at this time.

**Emergency Management – J. Walker**

Director Walker was absent.

## **County Extension Office – D. Nistler**

Director Nistler spoke of the Weekly Newsletter and upcoming events.

### **15. REPORT FROM KELLIE HENDRICKS CONNELL, CLERK OF COURTS**

Clerk Connell had nothing to report at this time.

### **16. REPORT FROM RUSSELL A. WADE III, COUNTY ATTORNEY**

Attorney Wade had nothing to report at this time.

### **17. REPORT FROM COUNTY COMMISSIONERS**

#### **District 1 – Karen Cossey**

Chairwoman Cossey informed the Board that the swearing-in for commissioners is on November 22, 2016 at 10:00 AM.

Chairwoman Cossey stated that a citizen had a house burn down. The citizen had someone to tear the house down but requested the County to furnish a dumpster, at no charge to her. **Commissioner Tallman moved to furnish a dumpster to the citizen. Commissioner Kitler seconded the motion. The motion carried unanimously.**

Chairwoman Cossey stated that in 2010, Mr. Randolph Croft donated the property in Palestine that housed the voting precinct. The voting precinct is now located at the Fire Station in Palestine. Mr. Randolph has requested a quit claim deed to have the property returned to him. **Commissioner Croft moved to deliver a quit claim deed to have the property returned to Mr. Randolph. Commissioner Tallman seconded the motion. The motion carried unanimously.**

#### **District 2 – Woody Kitler**

Commissioner Kitler informed the Board that in the future there will be a workshop to establish a new ordinance for animal control that is currently outdated.

#### **District 3 – Jimmy Tallman**

Commissioner Tallman expressed excitement for the recent success at the Recreation Complex that was packed with teams and families. He explained that he attended a Special Meeting for the Commissioners of the City of Lake Butler, involving the Interlocal Agreement for the Recreation Department and donations. The City agreed to dissolve the Interlocal Agreement, in the best interest of our children. The same rules and regulations will apply; however, the City will no longer have a part. They are no longer required to contribute, but stated that their budget will dictate any future donations. Commissioner Tallman thanked the City for all of their involvement.

#### **District 4 – Jeff Andrews**

Commissioner Andrews had nothing to report at this time.


#### **District 5 – Willie Croft**

Commissioner Croft had nothing to report at this time.

**18. ADJOURNMENT**

Chairwoman Cossey adjourned the meeting at 6:53 PM.

APPROVED:



Karen Cossey, Chairwoman

ATTEST:



Kellie H. Connell, Clerk of Courts