

BOARD OF COUNTY COMMISSIONERS
UNION COUNTY, FLORIDA
REGULAR MEETING
MARCH 16, 2020

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, Chair

RECORDING: Kellie Hendricks Connell, Clerk of Courts & Comptroller

ATTENDING: Commissioner Lacey Cannon; Commissioner Willie Croft; Commissioner Channing Dobbs; Commissioner Jimmy Tallman; James Williams, County Coordinator; Dianne Hannon, Board Secretary; Russ Wade, County Attorney

MEETING CALLED TO ORDER

Chair Cossey called the meeting to order. Commissioner Dobbs offered the invocation and led Pledge of Allegiance.

PUBLIC COMMENTS

Chair Cossey welcomed the public and called for public comments, and none were presented.

APPROVAL OF CONSENT AGENDA

Chair Cossey welcomed the public to the meeting and called for Board action regarding the Consent Agenda, which included minutes from the February 17, 2020 Regular Meeting and March 10, 2020 Special Meeting. **Commissioner Tallman moved to approve the consent agenda, and Commissioner Croft seconded the motion. It passed unanimously.**

CONSIDERATION OF APPLICATION FOR A SPECIAL PERMIT, SP 20-01

Chair Cossey passed the gavel to Vice-Chair Dobbs, and asked that the record reflect that she will abstain from voting. Attorney Wade read the header of the Resolution, which will be numbered in sequence with the last one adopted. **Commissioner Tallman moved to approve the application, and Commissioner Croft seconded the motion. Commissioner Cossey abstained, and all other commissioners voted for the motion.** Vice-Chair Dobbs returned the gavel to Chair Cossey to continue the meeting.

RECORD MAINTENANCE POLICY

Clerk Connell relayed to the Board that she was working with Mr. Williams to compile all policies in a single place and create an index for them, and that through the process, policies would be presented to the Board for review, or for amendment if needed. She stated this policy is exceptionally important because of the recent records request regarding phosphate mining, as two Commissioners are new to the Board since its original adoption. She added that no changes had been made since it was originally adopted. **Commissioner Tallman moved to approve the review of the Records Maintenance Policy, and the motion was seconded by Commissioner Dobbs. It passed unanimously.**

Commissioner Tallman expressed concern about the burden being placed on the County and the Clerk's office as a result of the numerous requests.

CASH RECEIPTING PROCEDURE

Clerk Connell introduced a procedure for monies received by County staff, and pointed out that all receipt books that are issued will be required to be audited by the Clerk's office at least weekly. **Commissioner Cannon moved to accept the Cash Receipting Procedure. Commissioner Croft seconded the motion, and it passed unanimously.**

REPORT FROM COUNTY COORDINATOR AND DEPARTMENT HEADS

Mr. Williams informed the Board that \$400,000 has been appropriated by the State to implement courthouse security screenings. He thanked Clerk Connell for initiating the conversation with Senator Bradley and Representative Cummings. He also expressed appreciation to Commissioners for their presence at Rural County Day, and added that was instrumental in receiving the funds.

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Mr. Williams then informed the Board that the Disaster Management Team met today regarding the Coronavirus Pandemic. He stated information is constantly changing, and the Team will make the best decisions possible. He suggested that County buildings be closed to the public effective immediately to limit the spread of the virus, and the Commissioners agreed.

He informed Board members of Florida Association of Counties conference in June, and encouraged them to attend.

Mr. Williams provided an update about current road projects, including that 8th Avenue and 63rd Drive are currently under construction.

REPORT FROM KELLIE HENDRICKS CONNELL, CLERK OF COURTS & COMPTROLLER

Clerk Connell informed the Board that a records request has been made regarding phosphate mining, and that she will send an estimate of the cost to process to the requester. If they agree to the fees, she will need to search each of the Commissioners' email accounts, even if they are not using them, with them to ensure the County complies fully with the request.

She also presented two policies for approval, and apologized that they were delivered prior to the meeting starting, and stated that they were developed earlier in the day in anticipation of the Coronavirus Pandemic. The first is an amendment to the Disaster Pay Policy, for it to apply to only Weather-Related Disasters, with no other changes.

Commissioner Cannon moved to approve the amendment to the Disaster Pay Policy for Weather-Related Disasters. Commissioner Dobbs seconded the motion, and it passed unanimously. Clerk Connell then presented a policy to determine pay for non-weather related disasters, which would include emergencies such as cyber-attacks, pandemics, and chemicals spills. **Commissioner Dobbs moved to adopt the Disaster Pay Policy for Weather-Related Disasters. Commissioner Cannon seconded the motion, and it passed unanimously.**

Clerk Connell also indicated that the Board should be prepared to hold meetings in the near future electronically, as the CDC is currently recommending gatherings no larger than 50 people. Mr. Williams corrected her, stating that the Whitehouse has launched an initiative "15 Days to Slow the Spread" and recommends gathering no larger than 10. Mr. JR Davis addressed the Board, stating that he would like to present a report to the Board regarding Impact Fees, and inquired if presenting at an electronic meeting would be possible. Commissioners expressed that they were interested to hear the presentation, but no determination was made because of the uncertainty of the situation. Mr. Williams asked about paying bills, and Clerk Connell answered that payments have to be approved by the Board before they are released, but was confident that the County could utilize technology to conduct the necessary business.

REPORT FROM RUSSELL A. WADE, III, COUNTY ATTORNEY

Attorney Wade reminded the Board that he was asked to draft an Ordinance, and he had based on one adopted by Liberty County. He stated it was very simple, and added that it applies to sales and utilities. He also stated he has talked with the Supervisor of Elections, and that there is ample time for it to be added to the General Election ballot.

REPORT FROM COUNTY COMMISSIONERS

Commissioner Cannon echoed appreciation to Mr. Weeks and added that the Friends of the NRA banquet is in June in Starke.

With no further business, Chair Cossey adjourned the meeting at 7:47 pm.

Adopted by vote of the Board of County Commissioners on April 20, 2020.