

June 19, 2018

JASPER, FLORIDA

REGULAR SESSION

The Board of County Commissioners, Hamilton County, Florida, met in regular session on Tuesday, June 19, 2018 at 6:00 p.m. in the Board Meeting Room, 207 Northeast First Street, Jasper, Florida. Present were Commissioners Robert Brown, Randy Ogburn, Beth Burnam and William Mitchell, Commissioner Smith was absent. Also present was County Coordinator Louie Goodin and County Attorney Cliff Adams.

The meeting was called to order by Madam Chairman Burnam and led in prayer by Commissioner Brown with the Pledge of Allegiance being led by Madam Chairman Burnam.

CONSENT AGENDA

- Motion by Commissioner Brown to approve the Consent Agenda. Second was made by Commissioner Mitchell, motion carried with a unanimous vote.

SHIP / CDBG PROGRAM – STATUS REPORT

Ship Administrator Spencer Nabors presented the Board with a status report for Ship and CDBG. Mr. Nabors stated that there is nothing new to report regarding the Ship program. Mr. Nabors then advised the Board that the next CDBG Grant Cycle will open on June 28, 2018 and requested permission to file the application on behalf of the Board.

- Motion by Commissioner Ogburn to allow ITC to file the next CDBG Grant Application on behalf of the Board. Second was made by Commissioner Mitchell, motion carried with a unanimous vote.

Mr. Nabors then briefly discussed the CATF members from each district.

LOCAL OPTION FUEL TAX

County Attorney Cliff Adams gave the Board a status report regarding the timeline of the submission of the Local Option Fuel Tax documentation. Mr. Adams advised that the documentation must be submitted to the Department of Revenue prior to October 2018 and that the letters have been delivered to each Municipality for their review.

BID AWARD – 7X16 ENCLOSED TRAILER

County Coordinator Louie Goodin advised the Board that only one (1) bid was received for the 7x16 Enclosed Trailer from Southern Parts and Equipment in the amount of \$5,566. Mr. Goodin stated that the bid was inline with the bid specifications.

- Motion by Commissioner Brown to award the bid for the 7x16 Enclosed Trailer to Southern Parts and Equipment in the amount of \$5,566. Second was made by Commissioner Mitchell, motion carried with a unanimous vote.

PUBLIC HEARING – ORDINANCE ADOPTION – AMENDMENT TO ORDINANCE 97-02 – UNIFORM COUNTY-WIDE ADDRESSING SYSTEM

Madam Chairman Burnam recessed the regular Board meeting and called the public hearing (Ordinance Adoption) to order at 6:10 p.m.

County Attorney Cliff Adams read the title of the Ordinance and explained the action before the Board as an amendment to the Ordinance that governs the county-wide addressing system. Emergency Management Director Henry Land and Assistant Director Pam Allen were present to discuss the amendment to the previous Ordinance.

There being no further questions or comments from the public or Board, Madam Chairman Burnam closed the public hearing and reconvened the regular Board meeting at 6:13 p.m.

- Motion by Commissioner Ogburn to approve the amendment to Ordinance 97-02 (Uniform County Wide Addressing System). Second was made by Commissioner Mitchell, motion carried with a unanimous vote.

ROAD PAVING PROJECTS – STATUS REPORT

Seth Cohen, with NFPS, gave the Board a status report on the current road projects.

CR-137 – Mr. Cohen stated that work on the CR-137 construction project is proceeding according to schedule and the contractor has started the milling of the road.

SW 79TH DRIVE – Mr. Cohen stated that the contractor has completed the work on the last 150 ft. of pavement that had to be replaced due to issues with the road base.

NW 23RD BLVD. – Mr. Bailey stated that staff is working on the punch list in order to complete the project.

NW 104TH AVE., CHANBRIDGE DRIVE, NW 35TH DRIVE AND OAK STREET - Mr. Cohen advised the Board that NW 104th Ave., Chanbridge Drive and NW 35th Drive have been let for bids and will be returned on July 23rd.

SW 55TH DRIVE – Mr. Cohen advised the Board that FDOT’s comments for the SW 55th Drive paving project have been resolved. County Coordinator Louie Goodin stated that staff is working to find a bidder for the asbestos abatement.

SE 141ST BLVD. – Mr. Cohen advised the Board that the SE 141st Blvd. paving project has been let for bids and will be due back on July 23rd.

OAK STREET – Mr. Cohen advised the Board that his firm is reviewing the FDOT comments for the Oak Street paving project.

CR-249 REPAIR – Mr. Cohen stated that the CR-249 repair has been let for bids and will be returned on June 29th.

NW 34TH BLVD. (DIP) – Mr. Cohen advised the Board that staff has submitted their information and are still waiting on the Environmental Assessment from the POA.

CR-152 – Mr. Cohen advised the Board that construction for the CR-152 Lap Project is scheduled to begin on June 28th.

BEA COCKER -CONNECTIONS SUMMER CAMP

County Coordinator Louie Goodin advised the Board that Ms. Cocker had an emergency and was unable to attend the meeting.

COURTHOUSE RENOVATIONS / SECURITY

Seth Cohen, with NFPS, presented the Board with preliminary plans for the Courthouse Security renovations. The Board discussed the plans and are waiting on the final draft for final approval by the Board prior to the project being let for bids.

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION – TERRY J. HANSON – CHANGES TO SEPTIC PROCESS

Terry Hanson, with the Florida Department of Environmental Protection, discussed with the Board the new septic tank standards for property in certain locations that are less than one (1) acre. Mr. Hanson explained that these properties will require an Aerobic Treatment Unit rather than the standard septic system; however, according to the map of the 800 platted lots within the county the effect will be minimal. Mr. Hanson also stated that a URL will be provided to those interested. Mr. Hanson also stated that purpose of the new rule is due to the State seeking to reduce the nutrient levels in streams, rivers and lakes.

HAMILTON COUNTY EMERGENCY MANAGEMENT – HENRY LAND AND PAM ALLEN – COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Emergency Management Director Henry Land discussed with the Board the process for the new FEMA guidelines and requirements requiring specific department plans in order to receive property reimbursement. Mr. Land also discussed with the Board a new requirement for the possible debris removal from private property and the need for the County's debris plan to be site specific. After a lengthy discussion as to the new requirements, the Board directed staff to get with all departments and draft the needed plans and advised that the Board is willing to hold a workshop with department heads if needed.

The Board also discussed with Vector Control director Pam Allen the mosquito spraying.

FY 2016-17 AUDIT PRESENTATION – KEN DANIELS – COUNTY AUDITOR

County Auditor Ken Daniels delivered the 2016-17 Audit. Mr. Daniels reviewed the financial standing of the county with the Board and also stated that there were no audit findings in this fiscal year. Mr. Daniels stated three (3) concerns that the Board should allow staff to carefully monitor: Ship documentation in files, Emergency Management to work more closely with the Finance Department and the Board's travel vouchers.

- Motion by Commissioner Ogburn to accept the 2016-17 County Audit as delivered by County Auditor Ken Daniels. Second was made by Commissioner Mitchell, motion carried with a unanimous vote.

DISCUSSION OF COUNTY WEBSITE

Clerk of Court Greg Godwin discussed with the Board the need to update and change the county website due to JSS, the current website vendor, reportedly going out of business. Mr. Godwin suggested that the Board look at a couple of other county websites and consider allowing a new vendor to completely restructure the county website.

CONTRACT FOR COUNTY MISDEMEANOR SERVICES

County Attorney Cliff Adams explained the contract for County Misdemeanor Services and the approval process of the contract. Mr. Adams stated that an RFP is not required and recommended that the Board approve the contract due to the County Judge's recommendation.

- Motion by Commissioner Ogburn to approve the contract for Misdemeanor Services as recommended by County Attorney Cliff Adams and County Judge Sonny Scaff. Second was made by Commissioner Brown, motion carried with a unanimous vote.

HAMILTON COUNTY DEVELOPMENT AUTHORITY – STATUS REPORT

Hamilton County Economic Development Director Susan Ramsey gave the Board a status report on the current economic development projects. Ms. Ramsey provided the Board with a press release showing Ms. Ramsey as a FASD Certified District Manager. Ms. Ramsey then reminded the Board that the Original Tourism Task Force meeting will be hosted by the Development Authority on June 21st at 10:00 a.m. Ms. Ramsey also requested that the Board consider drafting a resolution of support for the Development Authority's grant request for assistance at the Jennings I-75 Interchange. The Board directed staff to draft a resolution and have the issue placed on the agenda for the next meeting.

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APPROVE BILLS

- Motion by Commissioner Brown to approve the bills (vouchers 130519 – 130835 and checks 057571 – 057667). Second was made by Commissioner Ogburn, motion carried with a unanimous vote.

CORRESPONDENCE AND ANNOUNCEMENTS

- County Coordinator Louie Goodin advised the Board that Nutrien's annual progress report has been submitted for the Board to review.
- Mr. Goodin also stated that the pilot program for the County's Water Plant will be funded by a River Grant.
- Commissioner Mitchell stated that the sprinkler system and lighting is being installed at the Veterans Memorial Park.
- Commissioner Mitchell reminded the Board that the Fireworks for the county will be held on Saturday, June 30th.
- Commissioner Ogburn questioned staff as to Retail Strategies, Mr. Goodin advised that an update will be forthcoming.
- Commissioner Brown stated that he has had several requests from constituents for street lights that would be located just outside of the city limits. The Board directed staff to check the areas with Commissioner Brown and report back to the Board.
- Madam Chairman Burnam presented the Board with a plaque that was received from the Special Olympics for the County support and announced that there will be a send off at the Annex at 11:00 a.m. on Friday, June 29th.
- Madam Chairman Burnam also gave the Board a status report on her trip to Pensacola with new TDC Administrative Assistant Mariela Garcia for Welcome Stations resources and traffic.

There being no further business before the Board, Madam Chairman Burnam adjourned the meeting at 8:40 p.m.

BETH BURNAM, CHAIRMAN

ATTEST:

GREG GODWIN, EX-OFFICIO CLERK

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