

**REGULAR MEETING  
LEVY COUNTY BOARD OF COUNTY COMMISSIONERS  
JULY 7, 2020**

The Regular Meeting of the Board of Levy County Commissioners was held on July 7, 2020 at 9:00 A.M. in the Meeting Room of the Levy County Annex Building with the following Commissioners present:

Chairman Matt Brooks  
Comm. John Meeks  
Comm. Rock Meeks  
Comm. Lilly Rooks  
Comm. Mike Joyner

Also present were:

County Attorney – Anne Bast Brown  
County Coordinator – Wilbur Dean

Chairman Brooks called the Meeting to order at 9:00 A.M. Comm. Joyner gave the invocation, followed by the Pledge of Allegiance led by Comm. John Meeks.

**EXPENDITURES**

Comm. John Meeks made a motion to approve the following expenditures presented for payment. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

<b>CHECK NUMBER</b>	<b>138274-138432</b>
<b>FUND</b>	<b>AMOUNT</b>
GENERAL REVENUE	1,404,643.91
ROAD	181,036.97
SHIP	14,950.75
MOSQUITO CONTROL	133.31
TRANSPORTATION	6,146.24
911	15,500.92
COURT FACILITIES	5,988.34
MISC GRANTS	66,913.83
EMS	45,543.16
FIRE	22,272.54
TOURIST DEVELOPMENT	194.80
CDBG	1,922.68
BLDG INSPECT & SAFETY	1,967.44
CAPITAL PROJECTS	18,028.90
ROAD IMPRV & RESTORE	20,443.34
LANDFILL	51,905.93
<b>TOTAL</b>	<b>\$ 1,857,593.06</b>
<b>EFT/ACH PAYMENT</b>	<b>\$ 310,775.71</b>

## **AGENDA ADDITIONS, DELETIONS, MODIFICATIONS**

Comm. John Meeks made a motion to approve the agenda as presented. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

### **PUBLIC COMMENT**

Comm. Brooks read into public record a public comment received by email from Dawn Koch of Morriston, Florida expressing an interest in improved internet service in the Morriston area.

### **BUILDING & ZONING**

Atty. Brown conducted swearing in procedure for anyone wishing to speak regarding the three Public Hearing items to be presented.

Comm. Brooks asked if any of the Commissioners had ex parte communication regarding the items to be presented. There were none.

Ben Maxson, Development Director

- A. PUBLIC HEARING – Requesting Board approval of Hardship Variance (Ha. Va. 01-20) for Delana Keller to allow a second dwelling in order to care for her sister.

Comm. Brooks asked if there was anyone in the audience wishing to speak for or against the Hardship Variance as presented. There were none.

Comm. Joyner made a motion to approve Hardship Variance Ha. Va. 01-20 as requested. Second was made by Comm. John Meeks and the MOTION CARRIES.

- B. PUBLIC HEARING – Requesting Board approval of Preliminary Plat “Magnolia Ridge” (PP 04-19) for Edward J. Rick and Kelly A. Higgs-Rick.

Comm. Brooks asked if there was anyone in the audience wishing to speak for or against Preliminary Plat “Magnolia Ridge” (PP 04-19) as presented.

Steve McMillan of McMillan Surveying spoke regarding this item.

Comm. Rock Meeks made a motion to approve Preliminary Plat “Magnolia Ridge” (PP 04-19) as requested. Second was made by Comm. Rooks and the MOTION CARRIES.

- C. PUBLIC HEARING – Requesting Board approval of Final Plat “Lot 4, Block A, Bronson Oaks Replat” for Everett Pearce.

Comm. Brooks asked if there was anyone in the audience wishing to speak for or against Final Plat “Lot 4, Block A, Bronson Oaks Replat” as presented.

Steve McMillan of McMillan Surveying spoke regarding this item.

Comm. John Meeks made a motion to approve Final Plat “Lot 4, Block A, Bronson Oaks Replat” as requested. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

**LEVY COUNTY SHERIFF’S OFFICE – 911**

Mike West, 911 Coordinator

Requesting the BOCC Chairman’s signature on the Rural County Grant Agreement.

Comm. John Meeks made a motion to approve the Chairman’s signature on the Rural County Grant Agreement as requested. Second was made by Comm. Rooks and the MOTION CARRIES.

**DEPARTMENT REPORTS**

**COUNTY COORDINATOR**

Wilbur Dean

- A. Requesting Board approval of Resolution 2020-075; Preliminary EMS Tax Assessment Rate Resolution. The proposed preliminary rates are as follows:

Residential	\$171.00 per dwelling unit
Commercial	\$ .11 per square foot
Institutional	\$ .35 per square foot
Industrial/Warehouse	\$ .01 per square foot

Comm. John Meeks made a motion to approve Resolution 2020-075; Preliminary EMS Tax Assessment Rate Resolution as presented. Second was made by Comm. Rock Meeks and the MOTION CARRIES. Comm. Rooks voted NO.

Audience member Terry Witt spoke regarding the item presented. His inquiries were addressed and answered by Chief Harrell.

- B. Requesting Board approval of Resolution 2020-076; Preliminary Rate Resolution for Fire Protection Services. The proposed preliminary rates are as follows:

Residential	\$129.00 per dwelling unit
Commercial	\$ .36 per square foot
Industrial/Warehouse	\$ .05 per square foot
Institutional	\$ .15 per square foot

Comm. John Meeks made a motion to approve Resolution 2020-076; Preliminary Rate Resolution for Fire Protection Services as presented. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

- C. Requesting Board approval of Resolution 2020-077; Preliminary Rate Resolution for Solid Waste Disposal. The proposed rate of \$116 per dwelling unit is the same as last year.

Comm. Rock Meeks made a motion to approve Resolution 2020-077; Preliminary Rate Resolution for Solid Waste Disposal as presented. Second was made by Comm. John Meeks and the MOTION CARRIES.

Audience member Linda Cooper spoke regarding the item as presented.

- D. Requesting Board approval of Resolution 2020-078; Amended and Restated Initial Assessment Resolution for Roadway Maintenance Service Assessments.

Comm. Rock Meeks made a motion to approve Resolution 2020-078; Amended and Restated Initial Assessment Resolution for Roadway Maintenance Service Assessments as presented. Second was made by Comm. Joyner and the MOTION CARRIES. Comm. Rooks voted NO.

- E. Requesting Board ratification of the State Aid Library Grant Agreement and designation of the contact person for the Agreement.

Comm. Rooks made a motion to ratify the State Aid Library Grant Agreement as requested and to designate Wilbur Dean as the contact person for the Agreement. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

Audience member Terry Witt spoke regarding this item.

- F. Mr. Dean requested Board approval for promotion of Jessie Durrance from Assistant Road Construction Superintendent, a position he has held since May, 2001, to Road Construction Superintendent. The proposed promotion will fill the vacancy created with the retirement of Kelly Jerrels on June 30, 2020. Mr. Dean proposed setting the annual salary at \$62,420.80.

Comm. John Meeks made a motion to approve the promotion of Jessie Durrance to Road Construction Superintendent, setting the annual salary at \$62,420.80. Second was made by Comm. Rooks and the MOTION CARRIES.

Comm. Joyner stated he would like the salary to be set at \$68,000. It was agreed by the Commissioners an adjustment to the salary amount could be considered at a later date.

Mr. Dean stated Mr. Durrance's position will be back-filled by promoting Lincoln Cannon to Assistant Road Construction Superintendent, but Mr. Cannon's current position will not be back-filled.

Audience member, Linda Cooper questioned if there was a salary structure in place to determine the salary for promotions. Mr. Dean stated there is a salary structure in place, however, there is flexibility when determining the salary amount for Department Heads.

- G. Mr. Dean requested Board approval for the promotion of Benjamin Maxson to Building Official, setting the annual salary at \$75,004.80. Mr. Maxson has been in the position of Interim-Building Official since April 14, 2020 and, if approved, will fill the vacancy created with resignation of Robert Boulette earlier this year.

Comm. Joyner made a motion to approve the promotion of Benjamin Maxson from Interim Building Official to Building Official, setting the annual salary at \$75,004.80. Second was made by Comm. John Meeks and the MOTION CARRIES.

## **PARKS & RECREATION**

Matt Weldon, Director

Requesting the Board address the Big Dock issues in Cedar Key, i.e. water fountains, hand dryers.

Following discussion, the Commissioners agreed to not replace the water fountains at this time and to keep the paper towel dispensers which Mr. Weldon stated had been installed, replacing hand dryers. Comm. Brooks added he would be in favor of locking the restroom facilities at night.

Jim Wortham, City of Cedar Key Commissioner spoke regarding this item. He and Comm. Brooks requested a copy of an Interlocal Agreement spoken of from Atty. Brown.

## **TOURIST DEVELOPMENT**

Tisha Whitehurst, Coordinator

Mrs. Whitehurst requested \$2,999 from the Levy County Board of County Commissioners (BOCC) for the production of a Levy County promotional video by Digital Fury, LLC. The total price for the Levy County promotional video is \$13,585.50. The video will be made in partnership with the Levy County School Board (\$4,587.50), Levy County Schools Foundation (\$3,000), Levy County Visitors Bureau (\$2,999) and the Levy County BOCC (\$2,999). This promotional video will be used to market Levy County to future businesses, residents, and visitors.

Comm. Joyner made a motion to approve the amount of \$2,999 from the Levy County Board of County Commissioners to be made to Digital Fury, LLC as a portion of the expense for production of a promotional video as requested. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

## **TRANSIT**

Connie Conley, Director

- A. Requesting Board approval of Resolution 2020-071, amending the final budget for fiscal year 2019-2020 in the amount of \$630,677 as a result of CARES Act funding.

Comm. Rock Meeks made a motion to approve Resolution 2020-071 as requested. Second was made by Comm. John Meeks and the MOTION CARRIES.

- B. Requesting Board approval of the updated Substance Abuse Management Policy for Levy County Transit employees.

Comm. Joyner made a motion to approve the updated Substance Abuse Management Policy for Levy County Transit employees as requested. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

## **SHIP**

Marlon Gayle, Housing Planner

Requesting Board approval of Resolution 2020-074, Technical Revision to Local Housing Assistance Plan (LHAP) 2016-2019. The purchase price limit for homes will increase from \$140,000 and \$150,000 to \$165,000 to match the limit in LHAP 2019-2022.

Comm. Rock Meeks made a motion to approve Resolution 2020-074 as presented. Second was made by Comm. John Meeks and the MOTION CARRIES.

## **ANIMAL SERVICES**

David Weatherford, Director

- A. Animal Services is requesting direction on scheduling an ordinance workshop.

The Commissioners agreed to schedule a Workshop on the date of a Regular Board meeting and allow public comment to be received for fourteen (14) days prior. Following the Workshop, the public comments and Commissioner recommendations would be presented to the County Judge for review and discussion.

Audience members who spoke regarding this item were: Linda Cooper and Terry Witt.

- B. Presenting opening on Saturday's to the Board. Mr. Weatherford stated Animal Services would like to have a six (6) month trial on being open on Saturdays from 8:00 A.M. – 1:00 P.M. beginning September 5<sup>th</sup>.

The Commissioners agreed by consensus of the plan to open Animal Services on Saturdays per the schedule stated by Mr. Weatherford. An update to the Commissioners was requested in 3 months.

## PROCUREMENT

Alicia Tretheway, Coordinator

- A. Requesting the Board review the recommendation of the top three proposers as recommended by the Engineering Services for Flexible Pavement Reconstruction of CR330 Professional Services Committee for the determination of final award, and authorize negotiation of an agreement with the successful proposer.

The six (6) proposal received were from:

North Florida Professional Services (NFPS)  
BES, Inc.  
DRMP,  
George F. Young  
WOOD Environment Infrastructure Solutions, Inc.  
Dewberry

The top three (3) selected after presentations, in order, are:

DRMP  
NFPS  
BES, Inc.

Comm. Joyner made a motion to award and authorize negotiation of an agreement with DRMP as presented. Second was made by Comm. John Meeks and the MOTION CARRIES.

- B. Requesting the Board review the recommendation of the top three proposers as recommended by the Engineering Services for CR347 Widening and Resurfacing Professional Services Committee for the determination of final award, and authorize negotiation of an agreement with the successful proposer.

The seven (7) proposals received were:

Wood Environment & Infrastructure Solutions, Inc.  
Dewberry  
North Florida Professional Services (NFPS)  
WGI, Inc.  
Connelly & Wicker, Inc.  
Kimley-Horn and Associates, Inc.  
DRMP

The top three (3) selected after presentations, in order, are:

NFPS  
DRMP  
WGI

Comm. John Meeks made a motion to award and authorize negotiation of an agreement with NFPS as presented. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

## EMERGENCY MANAGEMENT

John MacDonald, Director

- A. Requesting the Board Chairman's signature on the revised EMPG-S Grant and continued authorization as previously approved for the Chair to sign the certifications and reports as the representative authorized to legally bind the BOCC. Requesting Board approval to allow John MacDonald to sign completed Exhibit 3-Single Audit Form.
- B. Requesting the Board Chairman's signature on the revised EMPG Grant and continued authorization as previously approved for the Chair to sign the certifications and reports as the representative authorized to legally bind the BOCC. Requesting Board approval to allow John MacDonald to sign completed Exhibit 3-Single Audit Form.
- C. Requesting the Board Chairman's signature on the revised EMPA Grant and continued authorization as previously approved for the Chair to sign the certifications and reports as the representative authorized to legally bind the BOCC. Requesting Board approval to allow John MacDonald to sign completed Exhibit 3-Single Audit Form.

Comm. John Meeks made a motion to approve items A., B., & C. as presented with signature of the Chairman. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

- D. Requesting Board ratification of Emergency Declarations 2020-072, 2020-073 and 2020-079.

Comm. John Meeks made a motion to ratify Emergency Declarations 2020-072, 2020-073 and 2020-079 as requested. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

- E. David Peaton requesting Board approval to move forward with CARES Grant Program and implementation of the program. The first 25% amount to be awarded to Levy County will be \$1,900,000 and must be expended by December 31<sup>st</sup>. Any funding received after this amount is by reimbursement. The funding for Small Businesses in Levy County will be distributed according to the following schedule:

- With an approved application, Self-employed businesses could receive \$1,500
- Businesses with 2-10 employees could receive \$5,000
- Businesses with 11-25 employees could receive \$10,000
- Businesses with 26-50 employees could receive \$15,000

Mr. Peaton stated eligible applications are businesses with 50 or fewer employees, including the owner as of February 29, 2020 which have been negatively impacted by the COVID-19 pandemic.

The Commissioners agreed by consensus to move forward with the CARES Grant Program and implementation of the program as presented.



## **PUBLIC COMMENT**

Bill Menadier from Dewberry Engineers spoke to the Board and gave an update on progress at the Bird Creek Boat Ramp.

## **COMMISSIONERS' REPORTS**

Comm. John Meeks stated there will be a CARES Act funding webinar scheduled for July 9<sup>th</sup> at 1:30 P.M. for any of the Board members interested.

Comm. Brooks spoke of the passing of former Williston Mayor, Gerald Hethcoat.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION, THE MEETING ADJOURNED AT 12:23 P.M.

ATTEST:

BOARD OF COUNTY COMMISSIONERS  
LEVY COUNTY, FL

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Clerk of Court, Danny J. Shipp

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Chairman, Matt Brooks