

Columbia County  
Board of County Commissioners

Minutes of  
**June 15, 2023**

The Columbia County Board of County Commissioners met in a regular scheduled meeting in the auditorium of the School Board Administrative Complex at 5:30 p.m. The meeting opened with prayer and the Pledge of Allegiance to the Flag of the United States of America followed.

Commissioners in Attendance: Chairman Rocky Ford, Robby Hollingsworth, Timothy Murphy, Everett Phillips and Ronald Williams

Others in Attendance: County Manager David Kraus ("CM")  
Assistant County Manager Kevin Kirby (ACM)  
County Attorney Joel Foreman  
Deputy Clerk Olga Armas

**Agenda Additions/Deletions**

Additions:

- Temporary Easement – Columbia County and Weyerhaeuser Company
- Request for Fireworks – Chamber of Commerce

Deletions:

MOTION by Commissioner Murphy to approve the agenda as amended.  
SECOND by Commissioner Phillips. The motion carried unanimously.

**Presentation of the Board Not Requiring Board Vote or Action**

1) Columbia County Riding Club Presentation

Ann Milligan presented her power point.  
Cheryl Harris and Cheryl Osgood offered comment.

2) Special Olympics Florida

Special Olympics Florida seeks assistance with the Columbia County Special Olympics program. The County had previously funded this program.

Travis Ford offered comment.

Marci McAdams offered comment

- 3) Meridian Behavioral Health - Annual Report Presentation by Donald Savoie, President/CEO - \$261,376

Request for an increase in annual support from \$256,000.00 to \$261,376.

- 4) Request for Rate Adjustment – Waste Pro

Presentation by Waste Pro requesting a Rate Increase for Solid Waste to occur in next fiscal year. If approved, the County would conduct a Solid Waste Assessment Study and adopt a new assessment in the FY 2023-2024 budget. Rate increases are covered by Section IX, 2-- Adjustments for Unusual Changes or Costs -- of the existing contract. This would need to be effective October 1, 2023 as it will impact the Solid Waste Assessment.

- 5) Pre-Master Plan of the Bell Rd Distribution Corridor – Community Planning and Technical Assistance (CPTA) Grant

The third and final deliverable for the County's CPTA Grant is the presentation of the draft Pre-Master Plan including future economic development potential along with the shortcomings and recommended policy updates needed to support potential development within the Corridor.

**Consent Agenda:**

MOTION by Commissioner Murphy to approve the consent agenda. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

- 1) BCC Administration - Adopting Policies and Procedures Relating to Ensuring the County's Quality Assurance/Quality Control Procedures for Use in Administering Community Development Block Grants
- 2) BCC Administration - SHIP - Release of Lien - George Walker
- 3) BCC Administration - SHIP - Release of Lien - Tara Wilkerson
- 4) BCC Administration - Minutes - Workshop - March 6, 2023
- 5) BCC Administration - Minutes - Workshop - March 23, 2023
- 6) BCC Administration - Minutes - Regular Meeting - April 6, 2023

- 7) BCC Administration - Minutes - Joint City/County Special Meeting - April 18, 2023
- 8) BCC Administration - Minutes - Workshop - April 20, 2023
- 9) BCC Administration - Minutes - Regular Meeting - April 20, 2023
- 10) BCC Administration - Holiday Designation
- 11) BCC Finance - Bills and Vouchers - May 26, 2023 - \$55,500
- 12) BCC Finance - Bills and Vouchers - June 08, 2023 - \$767,686
- 13) BCC Finance - BA 23-59 - Fund Needed Services and Upgrades For The 911 Dispatch Consolidation For This Current Fiscal Year -\$50,000
- 14) BCC Finance - BA 23-60 - Transfer Funds From Recreation Salaries to Fund The Summer Youth Employment Program
- 15) Building Department - Special Family Lot Permit Application - SFLP 2310 - Jordan Fennell Deeding 2.59 Acres to His Father, Gerald Fennell
- 16) Public Works - Utility Permit - Duke Energy Requesting to Replace a Pole on SW Stillman Ave.
- 17) Public Works - Utility Permit - Comcast to Install a Line on SW Arlington Blvd.
- 18) Public Works - Utility Permit - Comcast to Run a Cable Along NW Lake City Ave
- 19) Public Works - Utility Permit - Duke Energy to Replace a Pole on SW Horton Drive
- 20) Public Works - Utility Permit - Duke Energy to Install a Pole at SW Koonhollow Glen
- 21) Public Works - Utility Permit - Duke Energy to Replace Transmission Structure on SW Utah, SW Ontario, SW Daybreak, SW Wilson Springs Road

MOTION by Commissioner Hollingsworth to adopt the consent agenda.  
SECOND by Commissioner Murphy. The motion carried unanimously.

### **Discussion and Action Items**

Kevin Kirby, Assistant County Manager

- 1) Pre-Employment Screening

Approve the proposed revised policy for pre- employment screenings to reflect Upon receipt of a conditional offer of employment, applicants for County positions who are not current employees of the County will be required to undergo pre-employment testing. A drug test, physical exam, physical abilities test, a driver's license check (if applicable) and a criminal history background check may be performed. The screenings will be scheduled by the Human Resources Department and the cost will be the responsibility of the Board.

MOTION by Commissioner Hollingsworth to approve Pre- Employment screening. SECOND by Commissioner Phillips. The motion carried unanimously.

2) Bid 2023-M – Foundation of Traffic Ops Building - \$56,627

The County desires to award bid for construction of a slab and footers for a 50' x 50' section of a 50' x 200' steel building for Traffic Operations.

MOTION by Commissioner Murphy to award Creative Concrete Design of Columbia County, Inc. and approve Construction Agreement. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

3) NFIMP Wastewater Treatment Plan Ph. 2 Upgrade and Public Access Reuse Project - \$3,359,615

The attached agreement has been placed on the consent agenda for approval with the Suwannee River Water Management District's board. Staff is recommending approval from County's board under the assumption that the District Governing Board approves it on June 13. The Suwannee River Water Management District received an additional \$3,359,615 from the Florida Department of Environmental Protection for the Public Access Reuse (PAR) improvements to the wastewater treatment facilities at the North Florida Mega Industrial Park. The additional funds will increase the grant funding to \$6,319,615

MOTION by Commissioner Hollingsworth to approve First Amendment to Memorandum of Agreement #22/23-055. SECOND by Commissioner Philips. The motion carried unanimously.

4) Change proposal 22-114-01 for ODP packages deduct #1 – NFIMP WWTP – Wharton Smith – (\$5,229,009)

MOTION by Commissioner Murphy to approve Deductive Change Order for NFIMP WWTP. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

5) Temporary Easement – Columbia County and Weyerhaeuser Company

David Kraus, County Manager

- 6) Resolution No. 2023R-26 – Rural Community Development Revolving Loan – Florida Department of Economic Opportunity - \$8,000,000

In March, the County Commission executed a term sheet with the Florida Department of Economic Opportunity for a Rural Community Development Revolving Loan. This is a loan for up to \$8,000,000 at 2.5% interest for the wastewater treatment facilities at the North Florida Mega Industrial Park. The loan is for an 8-year term with the first 3 years of interest only payments. The County plans the potential refinancing of this loan in year 4. The County's attorney and financial advisors reviewed this loan for compliance.

MOTION by Commissioner Murphy to approve Resolution 2023R-26 and the loan documents. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

- 7) Request for Incentive – Project Cottage

Project Cottage manufactures modular housing components and is looking for a community to establish a manufacturing facility along with the company headquarters. Additionally, they are looking for locations to showcase new homes, apartments and dormitories. The company has funding in place and is ready to move forward with construction once an agreement has been established. The project has an anticipated Capital Investment of \$25M and will be built in three phases. Staff is requesting Project Cottage receive conveyance of 20 acres of county owned land as well as a rebate of 75% New/Improved Property and 50% of Tangible Property taxes for eight (8) years based on the eighteen (18) points awarded on the Business Incentive Guidelines.

MOTION by Commissioner Hollingsworth to approve the incentive for 20 acres of land in addition to rebate of 75% New/Improved Property and 50% of Tangible property taxes for eight (8) years. SECOND by Commissioner Phillips. The motion carried unanimously.

- 8) Updates to Purchasing Policies and Procedures

Purchasing policy currently has an outdated threshold that should adhere to F.S. 287.017. Purchasing Policies should also reference F.S. 287.057 in addition to F.S. 287.055. Current policy only discusses the contractual services in line with F.S. 287.055; professional architectural, engineering, landscape architectural, or surveying and mapping services. F.S. 287.057 will include any contractual services. A separate Purchasing Policy for Federal Projects is

currently under review by the department of Economic Opportunity for compliance with the US Housing and Urban Development.

MOTION by Commissioner Murphy to approve to update policies to adhere to Florida Statutes Chapter 287. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

9) BA 23-61 – Reallocate Ichetucknee Partnership Funds to Non-Capitol Equipment

The Ichetucknee Partnership has disbanded. This BA will reallocate some of the funds allocated to the Ichetucknee Partnership funds to purchase noncapital equipment to replace failing or aging office equipment.

MOTION by Commissioner Hollingsworth to approve BA 23-61. SECOND by Commissioner Phillips. The motion carried unanimously.

10) Motorola Reports Web Client to Motorola Commshop - \$56,037

Motorola is phasing out Crystal Reports and replacing it with Motorola Reports Web Client Commshop. The first-year cost of \$56,037 is offset from Motorola no longer charging for the phased-out software - so there is no net cost to the new system. New system is designed to track and manage the life-cycle of radio systems and equipment inventory - Reference RFP 2017-O contract pricing. No impact on budget until June of FY25/26.

MOTION by Commissioner Hollingsworth to approve purchase and agreement for Motorola Reports Web Client to Motorola Commshop. SECOND by Commissioner Phillips. The motion carried unanimously.

11) Contract for Suwannee Valley Transit – FY 2023-2024 -\$62,728

Review Annual Contract for Suwannee Valley Transit for FY 2023-2024. The current fiscal year budget included \$58,706 for SVTA. Based upon a charge \$0.90 per capita derived from 2020 Census data, the SVTA requests an increase to \$62,728.20.

MOTION by Commissioner Murphy to approve Contract for Suwannee Valley Transit for FY 2023-2024. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

12) Request for Fireworks- Chamber of Commerce

**Open Public Comments and/or Questions:**

Members of the public offering comment were:

- Nancy Turner
- River Dana
- Terry Rassmusen
- 

**Staff Comments:**

**Commissioner Comments:**

**Adjournment**

There being no further business, the meeting adjourned at 7: p.m.

ATTEST:

---

Rocky Ford, Chairman  
Board of County Commissioners

---

James M. Swisher, Jr.  
Clerk of Circuit Court