



## COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. The first meeting of every month is at 9:30AM while the second meeting of every month takes place at 5:30PM. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: 1/26/2023 Meeting Date: 2/2/2023

Name: John Crews Department: BCC Administration

Approved By:

A handwritten signature in blue ink, appearing to be "John Crews", is written over a light blue horizontal line.

### 1. Nature and purpose of agenda item:

Minutes - 12/1/2022 - Regular Meeting

### 2. Recommended Motion/Action:

Approve

### 3. Fiscal impact on current budget.

This item has no effect on the current budget.

Columbia County  
Board of County Commissioners

Minutes of  
**December 1, 2022**

The Columbia County Board of County Commissioners met in a regular scheduled meeting in the auditorium of the School Board Administrative Complex at 9:55 a.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 Philip 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:

CM Kraus – 2022R-67 – Accepting State EMS Funds  
2022R-68 – Changing the Date of the December 15<sup>th</sup> Meeting

Deletions:

MOTION by Commissioner Williams to approve the agenda as amended.  
SECOND by Commissioner Hollingsworth. The motion carried unanimously.

**Consent Agenda:**

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

- 1) BCC Administration - Meeting Minutes - Regular Meeting - November 3, 2022
- 2) BCC Administration - Memorandum of Understanding - Friends of the Columbia County Public Library, Richardson Community Center, and NorthStar Family Resource Center - Story Walk
- 3) BCC Administration - SHIP - Release of Lien - K. Barry

- 4) BCC Administration - SHIP - Release of Lien - J. Forsythe
- 5) BCC Administration - SHIP - Release of Lien - J. Gaskins
- 6) BCC Administration - SHIP - Release of Lien - T. Graham
- 7) Building Department - Special Family Lot Permit Application - SFLP 2228 - Mark and Kim Schneiders Deeding 1.01 Acres to their Son, Michael Schneiders
- 8) BCC Finance - BA 23-10 - Bring Forward HMPG-IRMA Grant Funds - \$293,818
- 9) BCC Finance - BA 23-11 - Allocate Funds to Recreation for IT Equipment - \$2000, Allocate IT Revenues to Repairs & Maintenance - \$10,000, Allocate Funds to the Fort White Little League Football - \$7500, Allocate Funds for Fort White Recreation Salaries - \$100,000, Allocate FY 2022 Insurance Reimbursement to Operating Account for Replacement of Equipment Purchases - \$27,649, Property Appraiser Reversion for Aerial Photography - \$49,143

Consent agenda item #9 Pulled by Commissioner Murphy for explanation

CM Kraus explained where and how each of the monies amount would be allocated to.

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

## **Discussion and Action Items**

### Joel Foreman, County Attorney

- 1) Request to Set Hearing - Weber Petition for Vacation of a Portion of SW Salem Road - District 2, Commissioner Ford

Nathan Weber filed a petition to vacate a portion of SW Salem Road. He is also proposing that with the closure, Salem Road will not terminate at the closure point but will be rerouted to connect to the northern terminus of SW Tall Pine Court. SW Tall Pine Court currently dead ends within a subdivision.

Commissioner Ford made a request to have a letter sent out to all parties involved in order for the public to be made aware and have time to discuss. He advised Staff that he was ok with having a public hearing set for the closure of Salem Road, but did not want to include in the meeting for Tall Pine Court to be opened up. County Attorney Foreman, advised Commissioner Ford that the only power the Board has, is to close and vacate.

Commissioner Ford advised County Attorney Foreman to send out the letters and later Invoice Mr. Weber for the cost.

The recommended motion is to set a hearing date for January 19<sup>th</sup>, 2023 and approve the attached resolution to reflect the date selected.

MOTION by Commissioner Ford to set a Public Hearing date for January 19<sup>th</sup>, 2023. SECOND by Commissioner Murphy. The vote carried unanimously. See attached Resolution.

2) Request to Set Hearing - Parkel Petition for Vacation of a Portion of SW Central Terrace - District 2, Commissioner Ford

Laura Parkel filed a petition to vacate a portion of SW Central Terrace in Three Rivers subdivision. This section abuts another portion of SW Central Terrace the County previously vacated at the request of the Parkels' neighbor to the south.

The recommended motion is to set a hearing date on January 19<sup>th</sup>, 2023 and approve the attached resolution to reflect the date selected.

MOTION by Commissioner Ford to set a hearing date for January 19<sup>th</sup>, 2023 and approve the attached resolution to reflect the date selected. SECOND by Commissioner Williams. The vote carried unanimously. See attached Resolution.

Kevin Kirby, Assistant County Manager

3) Bid No. 2019-U - Annual Concrete Construction - Creative Concrete Design of Columbia County, Inc.

Bid No. 2019- U for Annual Concrete Construction was initially awarded to Creative Concrete Design of Columbia County, Inc. On January 16, 2020. The contract provides for annual renewal for up to five (5) years. Work performance has been satisfactory.

Staff hereby recommends renewal of the Annual Concrete Construction contract with Creative Concrete Design of Columbia County, Inc. through the period ending January 15, 2024.

MOTION by Commissioner Murphy to approve renewal of contract. SECOND by Commissioner Williams. The vote carried unanimously.

David Kraus, County Manager

4) Economic Development Agreement – Project #21-30

The Economic Development Advisory Board approved the drafting of an Economic Development Agreement with Project #21-30 on September 20, 2022. The company is a cold storage distribution company that requested the County incentivize construction of a total of 140k sf facility(s), total of 50 FTE and capital investment of \$20M by a portion of county owned property on SR100.

The recommended motion was to approve the Economic Development Agreement Project #21-20 to donate land in exchange for the infrastructure employment and construction.

MOTION by Commissioner Williams to approve the execution of EDA with Project #21-20. SECOND by Commissioner Philips. The vote carried unanimously.

5) Community Planning and Technical Assistance Grant Award - \$65,000

Department of Economic Opportunity has awarded Columbia County \$65,000 to develop a Pre-Master Plan for the Bell Road Distribution Corridor.

MOTION by Commissioner Williams to authorize the acceptance of the Community Planning and Technical Assistance Grant in the amount of \$65,000. SECOND by Commissioner Philips. The vote carried unanimously.

6) Rural Community Development Revolving Loan Program – NFIMP WWTP - \$9,000,000

The loan is recommended by the Florida Department of Economic Opportunity to complete the funding for the Waste water treatment plant (“WWTP”) project. The loan program also offers variable payment options at a 2% interest rate and negotiable collateral.

Sylvester Warren offered comment on subject.

MOTION by Commissioner Williams to authorize Staff to apply for a \$9 million Rural Community Development Revolving Loan. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

7) BA 23-12 - Sensus USA, Inc. - Agreement for Services - Water Meter Replacement - \$148,514

The Suwannee River Water Management District awarded the County a grant to replace the water meters (including software to read the meter) in Ellisville and Fort White. They will cover the cost of the water meters and software at \$148,515.

MOTION by Commissioner Williams to approve BA 23-12 in the amount of \$148,515. SECOND by Commissioner Philips. The motion carried unanimously.

8) Utility billing software and hardware – RosTech - \$39,088

The county plans to upgrade the utility billing system as part of the Suwannee River Ware Management District grant upgrades. The upgrade will allow the new meters to work directly with the utility billing system.

MOTION by Commissioner Williams to approve the purchase of RosTech UMBS utility billing software, server upgrades and annual maintenance agreement pending grant approval. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

9) Local Assistance and Tribal Assistance Fund - US Department of Treasury - \$729,853

On September 29, 2022, the US Department of Treasury began releasing the first round of Local Assistance and Tribal Assistance Fund (“LATCF”) payments. Columbia County is one of 2,086 eligible counties nationwide based upon our receipt of federal PILT and under the American Rescue Plan Act. The County is eligible for FY 2022 and FY 2023 allocations totaling \$729,853.26.

MOTION by Commissioner Ford to approve. SECOND by Commissioner Williams. The motion carried unanimously.

10) Resolution No. 2022R-68 – Changing the Date of the December 15<sup>th</sup>, 2022 Meeting to December 22<sup>nd</sup>, 2022 at 5:30 p.m.

MOTION by Commissioner Williams. SECOND by Commissioner Hollingsworth. The vote carried unanimously.

11) Resolution No. 2022R-67 – Accepting State EMS Funds

MOTION by Commissioner Hollingsworth. SECOND by Commissioner Philips. The motion carried unanimously.

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

Members of the public offering comment were:

- Terry Rasmusen
- Nancy Turner
- Sylvester Warren
- Derrick Sneed
- Frank Osteen

**Staff Comments:**

David Kraus, County Manager

- 1) Christmas Parade will be held on December 10<sup>th</sup>, 2022
- 2) The Legislative Delegation from Tallahassee will meet at the Florida Gateway College at 9:00 a.m. The issues that will be discussed are Florida Mega Industrial park, water and sewer at Ft. White, Bethlehem Community Center, Sheriff's office crime lab/evidence building; as well as policy issues such as revenue sharing, fuel tax, and 911 revenue sharing.
- 3) Reporter Building appraisals are now complete and offer price is in writing. Steps are being taken to move forward with negotiating a contract to purchase the building. Once there is a contract written up, it will go back to the Board for approval or non-approval.

**Commissioner Comments:**

Commissioner Philips thanked Staff and public for welcoming him back to the Board.

Commissioner Ford mentioned that the Building Department does not have room where they are currently located and need the space. The building can be paid with the rent that is being paid for the Court administration.

Commissioner Murphy offered comment on putting a moratorium on developments. He mentioned to the Board that minimum guidelines need to be enacted in order to prevent certain situations.

**Adjournment**

There being no further business, the meeting adjourned at 10:57 a.m.

ATTEST:

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Rocky Ford, Chairman  
Board of County Commissioners

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James M. Swisher, Jr.  
Clerk of Circuit Court