

REGULAR MEETING

LEVY COUNTY BOARD OF COUNTY COMMISSIONERS

MAY 23, 2023

The Regular Meeting of the Board of Levy County Commissioners was held on May 23, 2023 at 9:00 A.M. in the Meeting Room of the Levy County Annex Building with the following Commissioners present:

Chairman, Matt Brooks

Vice-Chair, Comm. Desiree Mills

Comm. Tim Hodge

Comm. John Meeks

Comm. Rock Meeks

Also present were:

County Attorney – Nicolle Shalley

County Coordinator – Wilbur Dean

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

EXPENDITURES

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

CHECK NUMBER	148717-148730, 148733-148842	
FUND	AMOUNT	
GENERAL REVENUE	169,937.28	
ROAD	74,879.12	
SHIP	27,550.00	
MOSQUITO CONTROL	375.00	
TRANSPORTATION	3,389.16	
COURT FACILITIES	9,785.12	
MISC GRANTS	25,943.63	
EMS	30,503.98	
FIRE	8,284.74	
TOURIST DEVELOPMENT	2,837.97	
UTILITIES	1,467.38	
BLDG INSPECT & SAFETY	721.53	
CAPITAL PROJECTS	26,645.84	
LANDFILL	350,469.65	
TOTAL	\$	732,790.40
EFT/ACH PAYMENT	\$	44,207.80

LCNR EXPENDITURES

Comm. Mills made a motion to approve the following LCNR expenditures presented for payment. Second was made by Comm. Hodge and the MOTION CARRIES. Comm. John Meeks abstained from voting due to perceived conflict.

CHECK NUMBER	148843
FUND	AMOUNT
GENERAL REVENUE	2,180.11
ROAD	364.73
MISC GRANTS	44.20
EMS	11.50
FIRE	43.14
LANDFILL	491.48
TOTAL	\$ 3,135.16

AMB SUPPLY, INC. (DBA LEVY JONES) EXPENDITURES

Comm. Rock Meeks made a motion to approve the following AMB Supply, Inc. (DBA Levy Jones) expenditure for payment. Second was made by Comm. Hodge and the MOTION CARRIES. Comm. Brooks abstained from voting due to perceived conflict.

CHECK NUMBER	148732
FUND	AMOUNT
GENERAL REVENUE	633.95
MISC GRANTS	360.00
TOTAL	\$ 993.95

AGENDA ADDITIONS, DELETIONS, MODIFICATIONS

Comm. John Meeks made a motion to approve the agenda with the addition of an item for the Road Department. Second was made by Comm. Mills and the MOTION CARRIES.

PROCLAMATIONS/RECOGNITIONS

Requesting Board approval of a Proclamation declaring “May 21-27, 2023” as “Emergency Medical Services Week” in Levy County, Florida.

Comm. John Meeks made a motion to approve the Proclamation declaring May 21-27, 2023 as “Emergency Medical Services Week” as requested. Second was made by Comm. Mills and the MOTION CARRIES.

PUBLIC COMMENT

Rose Fant spoke to the Board, encouraging the Board to adopt regulations on manure compost farms and to close down Fant Farms Organics due to code violations.

FDOT Representative, Amanda Handley provided an update of the recent Public Meeting in Inglis. FDOT Representative, Ryan Asmus spoke to the Board of money set aside by the State for Alice LaLonde stated she would like to apply for this grant for the Road Department, but would need assistance with the application. The Commissioners agreed to allow Mrs. LaLonde to proceed in applying for the grant.

BUSINESS OR INFORMATIONAL ITEMS

SHERIFF’S OFFICE

Mike West, 911 Coordinator
Requesting Board approval and the Chairman’s signature on the DATAMARK Service Agreement. Signature on the DATAMARK Service Agreement allows Levy County access, as part of a regional group, to VEP Software (Validate/Edit/Provision).

Comm. Rock Meeks made a motion to approve the DATAMARK Service Agreement with the Chairman’s signature as requested. Second was made by Comm. John Meeks and the MOTION CARRIES.

COUNTY COORDINATOR

Wilbur Dean
A. Requesting Board approval to hold a Public Hearing Tuesday, September 12, 2023 at 5:15 P.M. to adopt the Annual Rate Resolutions.

Comm. John Meeks made a motion to approve scheduling a Public Hearing on Tuesday, September 12, 2023 at 5:15 P.M. to adopt the Annual Rate Resolutions as requested. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

- B. Mr. Dean provided information to the Board of progress at the Levy County Government Center – Expenditures, Current Projects in Process, Timeline for Completion & Vacant Building Plans.

HUMAN RESOURCES

Jacqueline Martin, Director

- A. Present proposed Personnel Policies and Procedure #810A, SOCIAL MEDIA, for Board's consideration. This proposed policy provided by the County's Labor Attorney, will repeal #810, Social Media.

Comm. Mills made a motion to approve the proposed Personnel Policies and Procedure #810A, SOCIAL MEDIA as presented. Second was made by Comm. John Meeks and the MOTION CARRIES.

- B. Present proposed Amendment to Personnel Policies and Procedure #207, HOURS OF WORK, for Board's consideration. This item was originally presented on Sept 5, 2017 and, according to Board Minutes, was tabled. Ms. Martin stated the office had been following the proposed language since the September 5, 2017 meeting date.

Comm. John Meeks made a motion to approve the proposed Amendment to Personnel Policies and Procedure #207, HOURS OF WORK as presented. Second was made by Comm. Hodge and the MOTION CARRIES.

ROAD DEPARTMENT

Alice LaLonde, Administrative Coordinator

- A. Requesting Board approval of Resolution 2023-24, accepting and directing the recordation of right-of-way deeds conveying public right of way along NE 30th Street to the County and providing an effective date.

Comm. Mills made a motion to approve Resolution 2023-24 as presented. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

NON-AGENDA ITEM/ROAD DEPARTMENT

Alice LaLonde requested Board approval of Amendment to Agreement No. LPA0182 between the Florida Department of Environmental Protection and Levy County for the Preserving Historic Cedar Key Shoreline Resiliency Project. The Amendment is revised to change the date of expiration to September 30, 2024. This cost reimbursable grant funding must not exceed \$250,000.

Comm. Mills made a motion to approve the Amendment to Agreement No. LPA0182 as requested. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

SOLID WASTE

Rod Hastings, Administrative Director

Requesting Board approval to waive the bid process and approve the purchase of a 2024 Mac Trailer from CMD Trailer Sales & Leasing, Inc., in the amount of \$127,182.55, Quote Number 739-QTE0001. The trailer will be used for transporting household garbage to New River.

Comm. Mills made a motion to approve the purchase of a 2024 Mac Trailer from CMD Trailer Sales & Leasing, Inc. as requested. Second was made by Comm. John Meeks and the MOTION CARRIES.

TRANSIT

Connie Conley, Director

- A. Requesting Board approval of Resolution 2023-21 authorizing the execution and submission of a Grant Application and supporting documents and assurances to the Florida Department of Transportation for an Operating Assistance Grant under 49 U.S.C. Section 5311 (Formula Grants for Rural Areas); authorizing the acceptance of a grant award, the expenditure of grant funds, and the performance of other functions and duties related to grant application, acceptance, and administration; and providing an effective date. The agency was awarded additional funding for reimbursement of operational funding until the FY 23/24 5311 Operational Funding is available.

Comm. John Meeks made a motion to approve Resolution 2023-21 as requested. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

- B. Requesting Board approval of Resolution 2023-22 approving an application for a Transportation Disadvantaged Trip and Equipment Grant with the reimbursement amount of \$360,642, from the Florida Commission for the Transportation Disadvantaged; providing direction and authorization to the County Coordinator of designee; and providing an effective date. This grand funding period runs from July 1, 2023 through June 30, 2024.

Comm. John Meeks made a motion to approve Resolution 2023-22 as requested. Second was made by Comm. Mills and the MOTION CARRIES.

PLANNING & ZONING

Stacey Hectus, Director

Requesting the Commissioners recognize Zoning-in-Progress (aka Pending Ordinance Doctrine) to pause accepting applications for Lineal Heir Homestead Density Exemptions until an ordinance is adopted, likely in the fall.

Audience member, Randy Wilkerson spoke regarding his request to divide his own property which he is unable to do until this item is resolved.

Comm. Mills made a motion to recognize Zoning-in-Progress (aka Pending Ordinance Doctrine). Second was made by Comm. John Meeks and the MOTION CARRIES.

PUBLIC COMMENTS

Linda Cooper spoke of Home Rule. She also spoke of the composting businesses wishing to establish themselves in Levy County encouraging the Board not to wait for DEP to make a decision.

RECOGNIZE ELECTED OFFICIALS

Inglis Mayor, Steve Schwing spoke of an upcoming meeting of the Inglis and Yankeetown Council members tomorrow evening at the Inglis Community Center. Mayor Schwing and Yankeetown Mayor, Eric Erkel will be attending the Yankeetown Middle School graduation to present awards to students on Friday.

Bronson Town Manager, Sue Beaudette gave an update to the Board of the “Beautify Bronson Day”, last Saturday, and of work done at the Library. She invited everyone to the Waccasassa Water and Wastewater Cooperative workshop taking place this evening. Ms. Beaudette stated the Bread of the Mighty Food Bank mobile food drive will take place on the 26th, the last Friday of the month, at the park in Bronson from 1:00 P.M. to 3:00 P.M.

COMMISSIONERS’ REPORTS

Comm. Mills stated the next Affordable Housing Workshop will be held at Williston City Hall on the 2nd Wednesday of June at 10:00 A.M.. The AmVets of Inglis will be meeting on Flag Day at 10:00 A.M. to place flags on the graves of veterans in the local cemeteries.

Comm. John Meeks congratulated all of the local graduates. The North Florida Regional Planning Council will meet this Thursday. Comm. John Meeks stated he had been nominated for Secretary on this Council. He also reported of the Hurricane Kick-Off meeting yesterday. The Rotary Fishing Tournament will take place June 3rd, which is the same day as the Chiefland Watermelon Festival.

Comm. Hodge spoke of Michael Franklin, a Chiefland High School junior, who wishes to attend the Air Force Academy in Colorado Springs. He has requested a letter of recommendation, which Comm. Hodge agreed to provide and read into public record. This letter will be sent to Rep. Kat Cammack requesting her recommendation of his admission into this academy.

Comm. Brooks reported of a recent meeting with DOT regarding the intersection of SR 121 and HWY 19. An update was given of a recent Courthouse Renovation meeting.

The meeting recessed at 10:49 A.M.
The meeting reconvened at 1:30 P.M.

NON-AGENDA ITEM/TAX COLLECTOR

Comm. Brooks stated he had been made aware of the need to hear a non-agenda item regarding Tax Deed Certificate mailing by the Tax Collector’s Office.

Comm. John Meeks made a motion to hear a non-agenda item as stated. Second was made by Comm. Mills and the MOTION CARRIES.

Wilbur Dean requested Board approval of additional funding to be budgeted for the Tax Collector for the purpose of processing and mailing notices for Tax Deed Certificates.

Comm. John Meeks made a motion to approve budgeting additional funding for the Tax Collector as requested. Second was made by Comm. Mills and the MOTION CARRIES.

CLERK OF COURT & COMPTROLLER

Danny J. Shipp & Finance Staff
Budget Officer, Schonna McLean gave a presentation of Levy County – BOCC Fiscal Year Ending September 30, 2024 Budget – Staff Departmental Recommendations, Option Decisions & Revenue Discussion.

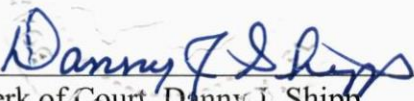
The following requests were made by the Departments for items to purchase in the next fiscal year:

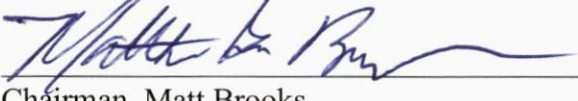
- Road Department** – 2 dump trucks and 2 pick-up trucks.
- Tourism** – 3 projects which will use restricted funds.
- Public Safety** – replacing 2 ambulances, purchase 2 heart monitors, 2 stretchers, rebuild Station 9 in Bronson, extractor at Station 11.
- E911** – countywide radio system.
- Parks** – one truck for Parks and one for Mosquito Control.
- Landfill** – one trailer and one loader.
- Emergency Management** – replace 2 trucks, community notification system update.
- BOCC** – an SUV to share with procurement and HR.
- Code Enforcement** – one 4x4 truck.

Outside agency requests were stated by Mrs. McLean. The agency representatives would make their official presentations at a later budget meeting.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION, THE MEETING ADJOURNED AT 2:42 P.M.

ATTEST:


Clerk of Court, Danny J. Shipp

BOARD OF COUNTY COMMISSIONERS
LEVY COUNTY, FL

Chairman, Matt Brooks

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Meeks, John		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Levy County Board of County Commissioners	
MAILING ADDRESS P.O. Box 310		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Bronson, FL 32621	COUNTY Levy	<input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED 5-23-23		NAME OF POLITICAL SUBDIVISION: Levy County	
		MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, John Meeks, hereby disclose that on May 23, 2023

(a) A measure came or will come before my agency which (check one or more)

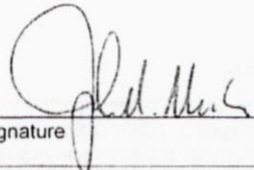
- ☒ inured to my special private gain or loss.
- ☐ inured to the special gain or loss of my business associate. _____
- ☐ inured to the special gain or loss of my relative _____
- ☐ inured to the special gain or loss of _____, by whom I am retained, or
- ☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows

Levy County purchases goods on a "Rotating Basis" from LCNR Enterprises, LLC a Florida Limited Liability Company, that I have an ownership interest in.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

5/23/23
Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Brooks, Matthew		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Levy County Board of County Commissioners	
MAILING ADDRESS P.O. Box 310		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Bronson, FL 32621	COUNTY Levy	<input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED 5/23/2023		NAME OF POLITICAL SUBDIVISION: Levy County	
		MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE	

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Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

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For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

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APPOINTED OFFICERS (continued)

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DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Matthew Brooks, hereby disclose that on May 23, 20 23

(a) A measure came or will come before my agency which (check one or more)

- ☒ inured to my special private gain or loss.
- ☐ inured to the special gain or loss of my business associate, _____.
- ☐ inured to the special gain or loss of my relative, _____.
- ☐ inured to the special gain or loss of _____, by whom I am retained, or
- ☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows

Levy County Purchases goods on a "Rotating Basis" from AMB Supply, Inc., "DBA Levy Jones" a Florida Corporation, that I have an ownership interest in.

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Matthew Brooks
Signature

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