

REGULAR MEETING

LEVY COUNTY BOARD OF COUNTY COMMISSIONERS

JUNE 20, 2023

The Regular Meeting of the Board of Levy County Commissioners was held on June 20, 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. John Meeks.

EXPENDITURES

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

CHECK NUMBER	148972-148983, 148986-149114	
FUND		AMOUNT
GENERAL REVENUE		91,455.35
ROAD		70,378.57
SHIP		13,875.00
COURT TECH/CRIM PREV		8,666.82
TRANSPORTATION		13,307.54
COURT FACILITIES		3,422.58
MISC GRANTS		8,651.72
EMS		227,455.78
FIRE		19,131.13
TOURIST DEVELOPMENT		1,363.27
UTILITIES		3,564.34
ADD COURT COSTS		3,714.66
BLDG INSPECT & SAFETY		4,592.65
SHERIFF FED EQUITABLE SHARE		250.00
CAPITAL PROJECTS		3,239.35
ROAD IMPRV & RESTORE		8,321.45
LANDFILL		111,347.64
TOTAL	\$	592,737.85
EFT/ACH PAYMENT	\$	49,813.18

LCNR EXPENDITURES

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

CHECK NUMBER	148984
FUND	AMOUNT
GENERAL REVENUE	531.57
ROAD	254.51
EMS	41.93
FIRE	26.77
BLDG INSPECT & SAFETY	32.98
LANDFILL	329.62
TOTAL	\$ 1,217.38

AMB SUPPLY, INC. (DBA LEVY JONES) EXPENDITURES

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

CHECK NUMBER	148985
FUND	
GENERAL REVENUE	506.30
TOTAL	\$ 506.30

MINUTES

The minutes for the Regular Board meeting held May 23, 2023 were presented for Board approval.

Comm. Mills made a motion to approve the minutes for the Regular Board meeting held May 23, 2023 as presented. Second was made by Comm. Hodge and the MOTION CARRIES.

AGENDA ADDITIONS, DELETIONS, MODIFICATIONS

Comm. John Meeks made a motion to approve the agenda with no changes. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

PROCLAMATIONS/RECOGNITIONS

- A. National Association of Counties awarded Levy County a 2023 Achievement Award for the Veterans Benefits in Rural Communities Public Education Campaign.
- Comm. Brooks provided background regarding the award pointing out how it was an honor for Levy County to be chosen for this award. Director of Veterans Services Oli White was called forward to be recognized.
- B. Presentation of milestone service awards for completion of five (5) continuous years of service and at the end of every five (5) years of service for the quarter ending June 30, 2023. Although not present, the following employees were named: Marlon Gayle – 10 years, Brantley Studstill – 20 years, Jimmy Jones – 30 years, Michael Jordan – 35 years, Harry Couey – 40 years.

PUBLIC COMMENTS

Larry Porter stated he had planned to open an RV Park on 10 acres of property he owns, however, after speaking with Stacey Hectus, Planning Director, he was informed the property could not be developed for this purpose. According to the existing use code for the property, the only allowable camping use would be for tent camping, not RV's, as he had planned. Mr. Porter inquired of the definition of "Camps", as he interpreted this as RV and tent camping.

Comm. Brooks advised Mr. Porter to continue working with the Planning Department, as the Board could not make a decision on this item as a Public Comment.

BUSINESS OR INFORMATIONAL ITEMS

LEVY COUNTY SHERIFF'S OFFICE

Mike West, 911 Coordinator

- A. Requesting Board approval and the Chairman's signature on the DataMark SOW for the Region 3 Repository Grant. The SOW with DataMark allows Levy County access, as part of a regional group, to VEP Software (Validation/Edit/Provision).

Comm. John Meeks made a motion to approve the DataMark SOW for the Region 3 Repository grant with the Chairman's signature as requested. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

- B. Requesting the Board Chairman's signature on the Additional Terms and Conditions for State Grant S23-23-05-07 and requesting Board approval of Resolution 2023-29. No matching funds are required.

Comm. John Meeks made a motion to approve Resolution 2023-29 and the Chairman's signature on the Additional Terms and Conditions for State Grant S23-23-05-07. Second was made by Comm. Mills and the MOTION CARRIES.

NATURE COAST BUSINESS DEVELOPMENT COUNCIL

Scott Osteen, Executive Director provided the Commissioners with an update of the Nature Coast Business Development Council.

CLERK OF COURT & COMPTROLLER

Schonna McLean, Budget Analyst

Requesting Board approval of Resolution 2023-31 amending the final budget for FY23 in the amount of \$4,030,736, moving from Unavailable/Non-spendable Reserves to Contingency Reserves for P25 Project use.

Comm. John Meeks made a motion to approve Resolution 2023-31 as requested. Second was made by Comm. Mills and the MOTION CARRIES.

HUMAN RESOURCES

Jacqueline Martin, Director

Present Group Health Insurance premiums for the 2023/24 fiscal year. Ms. Martin provided the Commissioners with copies of insurance plans and stated this would be on the agenda for the July 11, 2023 meeting. She stated open enrollment is scheduled for August 7th, 8th, and 9th.

MAINTENANCE DEPARTMENT

Jimmy Jones, Director

Requesting Board approval to appropriate Contingency Reserves in the amount of \$72,880. This is necessary to process bills for the remainder of the fiscal year as there were some unexpected repairs.

Comm. John Meeks inquired if this budget amendment would pay for current outstanding bills only or if it would be enough to get them through the end of the fiscal year.

Mr. Jones replied it would be enough to pay for existing bills, but may not be enough to go through the end of the fiscal year. He stated he may need to come back for another budget amendment.

Comm. Mills made a motion to approve a budget amendment appropriating contingency reserves for the Maintenance Department as requested. Second was made by Comm. Hodge and the MOTION CARRIES.

ROAD DEPARTMENT

Alice LaLonde, Administrative Coordinator

- A. Requesting Board approval of a budget amendment in order to purchase three (3) Mack trucks. The budget amendment would transfer \$427,845 from the Transfer-Road Improvement line item and \$140,340 from the Reserve for Contingencies line to the Road Department Equipment line for a total transfer amount of \$568,185.

Comm. John Meeks expressed an interest in the Road Department borrowing the funds needed for the purchase from the General Fund and to set up a payment plan for the Road Department to reimburse it.

Mrs. McLean stated she could consult with Rob Boschen after the meeting for the correct way to do this, since as the same process was done by the Department of Public Safety when they purchased ambulances in the past.

Comm. John Meeks made a motion to transfer the amount of \$568,185 from the General Fund to the Road Department Equipment line and for the Road Department to reimburse the General Fund by a payment plan schedule. Second was made by Comm. Mills and the MOTION CARRIES.

- B. Requesting Board approval to purchase three (3) 2024 Mack trucks from Nextran Truck Centers off the Florida State Contract FSA22-VEH20.0 in the amount of \$584,985.

Comm. John Meeks made a motion to approve the purchase of (3) 2024 Mack trucks as requested. Second was made by Comm. Rock Meeks and the MOTION CARRIES.

PLANNING & ZONING

Stacey Hectus, Director

Requesting Board approval of Resolution 2023-30 amending the final budget for the fiscal year 2022-2023 in the amount of \$2,000. This budget amendment is for the purpose of covering the costs of mailed notices for a Special Exeception.

Comm. Rock Meeks made a motion to approve Resolution 2023-30 as requested. Second was made by Comm. Hodge and the MOTION CARRIES.

PROCUREMENT

Alicia Tretheway, Coordinator

- A. Requesting Board approval of Resolution 2023-32, amending the final budget for fiscal year 2023 in the amount of \$6,298,239 for the P25 Project.

Comm. Mills made a motion to approve Resolution 2023-32 as requested. Second was made by Comm. John Meeks and the MOTION CARRIES.

- B. Continuation: Commissioners’ ranking of Code Enforcement Special Magistrate and authorize award of the Form of Contract to the highest ranked proposer.
Update: On June 13, 2023, Braswell Law, PLLC emailed Procurement withdrawing his application. Mrs. Tretheway stated she had spoken to Mr. Braswell and although he withdrew his application, he would be willing to be an alternate, if needed. There will be additional language added by Atty. Shalley regarding an alternate, upon approval of a Special Magistrate.

The Commissioners ranked the proposals in the following order:

Norm D. Fugate, PA	91.2
Braswell Law, PLLC	81.4
Weiss Serota Helman	80.8

Comm. John Meeks made a motion to authorize the Form of Contract to Norm D. Fugate, PA as the Code Enforcement Special Magistrate with additional language appointing Braswell Law, PLLC as an alternate Special Magistrate, should the need arise. Second was made by Comm. Mills and the MOTION CARRIES.

PUBLIC COMMENT

Linda Cooper spoke of the poor quality of sound in the meeting room. Mrs. Tretheway responded she is currently working with Mr. Jones to replace the existing audio system used in the meeting room.

Ms. Cooper also expressed concern of conflicts arising by appointing a local attorney, Norm D. Fugate, PA as Special Magistrate.

Comm. Brooks replied the Board had selected an alternate in the event a conflict of interest were to occur.

Renate Cannon inquired if Levy County participated in the FPFA, Florida Funding Regency program. Comm. John Meeks responded Levy County does participate in the “PACE” program.

RECOGNIZE ELECTED OFFICIALS

Inglis Mayor, Steve Schwing spoke of the idea of constructing a storm shelter facility in Inglis on property owned by Duke Energy, located near the South Levy Recreation site. During times when the shelter would not be in use for this purpose, it could be used as a YMCA. Mayor Schwing also invited everyone to the 4th of July Celebration scheduled to take place at the ball field in Inglis on July 1st, beginning at noon.

Sue Beaudette announced the Bread of the Mighty, mobile food bank will be in Bronson on Friday, June 23rd at the park, beginning at 1:00 P.M. The Bronson 4th of July Celebration will take place on Tuesday, July 4th at the park.

COMMISSIONERS’ REPORTS

Comm. John Meeks spoke of meetings recently attended and of the upcoming FAC Conference.

Comm. Hodge spoke of the FAC Conference which he will be attending also.

Comm. Mills spoke of the “Stuff the Bus” event taking place in Inglis on July 15th from 11:00 A.M. to 2:00 P.M. to collect school supplies. Comm. Mills also spoke of the Affordable Housing Committee meeting she attended recently in Williston.

Comm. Brooks spoke of the Flag Day Ceremony held recently. The Williston 4th of July Celebration will begin with a parade at 5:00 P.M. and will continue at the Williston Horseman’s Park at 7:00 P.M.

The meeting recessed at 10:17 A.M.
The meeting reconvened at 1:36 P.M.


CLERK OF COURT & COMPTROLLER

Schonna McLean, Budget Analyst & Robert Boschen, Senior Analyst
Presentation of BOCC Fiscal Year ending September 30, 2024 Budget for Constitutional Officers and Outside Agencies discussion. The Board agreed by consensus to accept the outside agency budget requests and elected official budget requests presented by Mrs. McLean. The Board also agreed to budget for equipment purchases requested by departments.

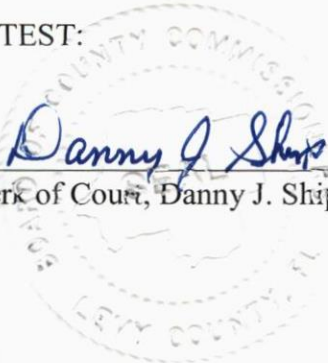
Ali Tretheway requested the Board set a date to approve the Preliminary Assessments, as they were not included on this agenda. The Board agreed to set the date of Monday, June 26th at 5:00 P.M. for this Special Meeting.

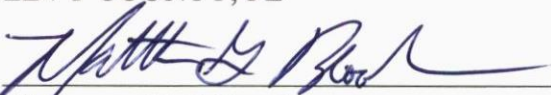
THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION, THE MEETING
ADJOURNED AT 3:06 P.M.

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 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 6/20/2023		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, Matthew Brooks, hereby disclose that on June 20, 20 23 :

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

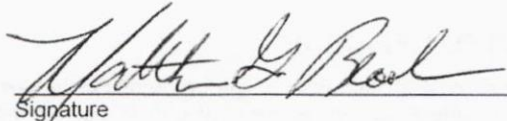
- ☒ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____ ;
- ☐ inured to the special gain or loss of my relative, _____ ;
- ☐ inured to the special gain or loss of _____, by
whom I am retained; or
- ☐ inured to the special gain or loss of _____, 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.

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.

6/20/2023
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 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 NAME OF POLITICAL SUBDIVISION: Levy County	
DATE ON WHICH VOTE OCCURRED 6/20/2023		MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE	

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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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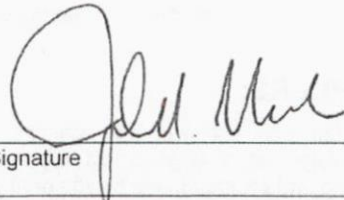
- ☒ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____ ;
- ☐ inured to the special gain or loss of my relative, _____ ;
- ☐ inured to the special gain or loss of _____, by
whom I am retained; or
- ☐ inured to the special gain or loss of _____, 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.

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