

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

March 7, 2024

9:00 A.M.

The Board met on this date in Regular Session. Chairman J.T. Surles, Commissioners Chris Tuten, Austin Hosford, Ben White, and Gene Hall were present. Also present were County Attorney Heather Encinosa, County Manager Shannon Metty, Clerk of Court Jason Welty, County Budget Officer Gus Rojas, County Attorney Evan Rosenthal, and Human Resources Director Rene Long.

1. Call to Order, Invocation, Pledge of Allegiance

- a. Chair Surles

2. TDT Ordinance

- a. Presentation by the County Attorney regarding the changes to the TDT Ordinance.
- b. Chair Surles opened the TDT hearing for public comment.
- c. **Tuten motioned to adopt the ordinance, Hall seconded, and it was unanimously approved.**

3. Public Announcements, Presentations, & Awards

- a. **Chair Surles introduced the Regular Agenda**
- b. Natalie Bender, Director of the Jefferson County R.J. Bailar Public Library, introduced a packet of local events:
 - i. Saturday 3/9 is the Agrofair
 - ii. FSU Astronomy will present about the upcoming eclipse.
 - iii. Library programs
 - 1. LIBBY – audiobooks and e-books
 - 2. Interlibrary loan service

4. Citizen's Request & Input on Non-Agenda Items

- a. None

5. Consent Agenda

- a. **Chair Surles introduced the Consent Agenda, Hall motioned to approve and Tuten seconded the motion, unanimously carried.**

6. General Business

- a. Non-Profit Grant Outline
 - i. Presented by County Manager Metty

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

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1. Ordinance and Policy provides a standard set of procedures.
 2. Maximum assistance is \$2,000.
 - ii. **Chair Surles motioned to approve the ordinance, Tuten first and White second.**
- b. Grant & Economic Development Administrator Job Description
- i. Presented by County Manager Metty
 - ii. Hall states the pay grade range is \$55,000-\$70,000.
 - iii. No motion required.
- c. Thompson Gas Removal Award
- i. **Introduced by Chair Surles, presented by County Manager Metty**
 - ii. Tabled until the next meeting.
- d. LMS List
- i. **Introduced by Chair Surles, presented by County Manager Metty**
 - ii. Paula Carroll, Director of Jefferson County Emergency Management, spoke about the Local Mitigation Strategy Project List.
 1. Requested approval of bylaws
 2. Spoke about the project list to apply for funds.
 3. \$3.8 million for Hurricane Idalia
 4. Survey is needed to get help for approval.
- e. Supplemental Budget – Police Vehicle Grant
- i. **Introduced by Chair Surles, presented by County Budget Officer Rojas**
 - ii. **Tuten made the motion to approve the Supplemental Budget, and White seconded the motion, unanimously carried.**
- f. SCOP/SCRAP Boston Highway Phase 1 Design
- i. Presented by County Manager Metty
 - ii. **Hosford made the motion to approve, Tuten seconded the motion, and it was unanimously carried.**
- g. SCOP/SCRAP Boston Highway Phase 2 Design
- i. Presented by County Manager Metty

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

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March 7, 2024

9:00 A.M.

- ii. **Hosford made the motion to approve, Tuten seconded the motion, and it was unanimously carried.**

7. Clerk of Court

- a. Clerk Welty presented remarks.
 - i. Increase in courtside budget for Clerks statewide.
 - ii. Jefferson County Clerk's Office is live with new accounting software.

8. County Engineer

- a. Old Lloyd Road design study, continuing design plans
- b. Waukeena Highway
- c. Old Lloyd dangerous curve – working with DOT – beacon signs have been ordered.

9. County Attorney

- a. Copy of opinion from the Circuit Court – Ecoplex v. Jefferson – favorable ruling

10. County Manager

- a. Working to rebuild dirt roads and provide adequate ditching to correct water flow.

11. County Commissioners

- a. Commissioner Hall – Wacissa River – bathrooms need attention. Also wishes a Happy Women's History Month.
- b. Commissioner White – grateful for the Road Department.
- c. Commissioner Hosford – would like to see the RFQ for the insurance broker move forward. Asked about the planning official. Welcome back, Renee.
- d. Commissioner Surles – stay ahead roadside mowing.

12. Adjourn – Hosford first, White second.

FY 24-25 BUDGET WORKSHOP- Following BOCC Regular Session

13. Debt Services

- a. **Presented by County Budget Officer Gus Rojas**
 - i. The outlook for 2025 is positive.

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

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9:00 A.M.

- ii. Spoke about funding for June workshop.
- iii. Clerk Welty stated that there is not a dedicated source of funding for courthouse construction.
- iv. Attorney Encinosa stated that sovereign immunity legislation will impact insurance costs.
- v. Minimum wage will be \$14 as of September 30, 2025; the goal is to make it effective by October 2024.

14. Building Department

a. Presented by James Kauffman

- i. Budget is steady with last year's budget.
- ii. Need an inspector.
- iii. Gene Hall stated that a building inspector would be paid for by permit fees which require fee study.
- iv. The housing market is picking back up due to slowing interest rates.

15. Library

a. Presented by Natalie Bender, Director of the R.J. Bailar Public Library

- i. The budget request looks similar to last year's budget request.
- ii. Wishlist mostly coming from state and trading in 2008 van.
- iii. Renovate restrooms for compliance.
- iv. Seeking part-time front desk position--want to be able to promote staff.
- v. State funds available for library construction.

16. Mosquito Control

a. Presented by Rene

- i. Statewide \$35,000 every year
- ii. Does not project many changes.
- iii. Cost of fuel going up
- iv. \$250 decreased from advertising put into training.
- v. Spraying during the week only.

17. Parks and Recreation

- a. Office supplies up \$250

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

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- b. Decrease in equipment \$15,000.
 - i. Don't need any more big-ticket items.
- c. \$5,000 for bleachers each year to maintain.
- d. In search of a part-time office assistant.

18. Adjourn- Chairman Surles

- a. Next budget workshop on April 4th, 2024