BOARD OF COUNTY COMMISSIONERS MEETING
TUESDAY, MAY 13, 2025
PUTNAM COUNTY, FLORIDA

The Board of County Commissioners convened in a regular session on Tuesday, May 13, 2025, at 9:00 a.m. in the Board of County Commissioners Meeting Room, located at 2509 567890-= Avenue, Palatka, Florida.

Present were: Commissioner JR Newbold, District 1; Commissioner Leota Wilkinson, District 2; Commissioner Josh Alexander, District 3; Commissioner Larry Harvey, District 4; Commissioner Walton Pellicer, District 5.

Also present were: Terry Suggs, County Administrator; Julianne Young, Deputy County Administrator of Administration; Matt Reynolds, Clerk of Court and Comptroller; JR Grimes, Deputy County Administrator of Operations; Rich Komando, County Attorney; Laura Berardi, Staff Assistant; Ashley Beard, Deputy Clerk

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CALL TO ORDER

Commissioner Wilkinson called the meeting to order at 9:00 a.m.

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INVOCATION/PLEDGE OF ALLEGIANCE

Steve Burkowske, Open Door Church of God, led the Invocation, and Commissioner Harvey led the Pledge of Allegiance.

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APPROVAL OF MINUTES

On Motion of Commissioner Harvey, seconded by Commissioner Newbold, the Board unanimously approved the following minutes, as presented:

April 8, 2025, Board of County Commissioners Meeting.

(Visit main.putnam-fl.com for a copy of Minutes)

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RECESS BOARD OF COUNTY COMMISSIONERS MEETING/ CONVENE PORT AUTHORITY MEETING

The Board of County Commissioners' regular meeting was recessed at 9:03 a.m., and the Port Authority meeting was called to order at 9:03 a.m.

ADJOURN PORT AUTHORITY MEETING/ RECONVENE BOARD OF COUNTY COMMISSIONERS MEETING

The Port Authority Meeting adjourned at 9:04 a.m. The Board of County Commissioners' regular meeting reconvened at 9:04 a.m.

PRESENTATIONS

JR NEWBOLD, PRESIDENT AND WILLIAM LAURIE, VICE-PRESIDENT, OF THE FRUITLAND PENINSULA HISTORICAL SOCIETY, AND NICOLE GRACE, PRESIDENT OF THE PUTNAM COUNTY HISTORICAL SOCIETY; HISTORIC PRESERVATION MONTH (PROCLAMATION 2025-027)

Commissioner Newbold read aloud the proclamation 2025-027 Historic Preservation Month.

On a Motion by Commissioner Newbold, Seconded by Commissioner Alexander, the Board unanimously approved the Historic Preservation Month (Proclamation 2025-028).

(See Supplementary File for a copy of Information)

TREVOR NELSON, VETERAN SERVICES; MEMORIAL DAY 2025 (PROCLAMATION 2025-028)

Commissioner Pellicier read aloud the proclamation 2025-028, Memorial Day.

On a Motion by Commissioner Pellicier, Seconded by Commissioner Harvey, The Board unanimously approved the Memorial Day 2025 (Proclamation 2025-029).

(See Supplementary File for a copy of Information)

GERALD DONNELLY, VETERAN OF FOREIGN WAR POST 3349, SHERIFF OF THE YEAR IS DEPUTY GEOFFREY KAELIN

This item was pulled from the agenda.

(See Supplementary File for a copy of Information)

JAMES MOORE & CO.; PRESENTATION OF FY 2024 AUDIT

Brandon McKendrick, James Moore & Co., gave a detailed presentation of the FY 2024 Audit.

Matt Reynolds, Clerk of Court and Comptroller, thanked everyone for their support and participation during the audit.

A brief discussion followed regarding the summary of the audit.

(See Supplementary File for a copy of Information)

RICK PAUL, SMALL BUSINESS DEVELOPMENT CENTER (SDBC); UPDATE ON SBDC ACTIVITIES

Rick Paul, Small Business Development Center, gave a detailed presentation on the update for SBDC activities.

(See Supplementary File for a copy of Information)

BOYD THOMPSON AND MARICARMEN BELTRAN, RIDE SOLUTIONS PRESENTATION

MariCarmen, Ride Solutions, said partial services have resumed within the city for four hours two times a week.

A discussion followed on the current rates and routes.

(See Supplementary File for a copy of Information)

LAURIE PARKER, HUMAN RESOURCES
EMPLOYEE OF THE MONTH (FEBRUARY 2025) HANNAH FOWLER, PUBLIC WORKS

Hannah Fowler with the Public Works Department was recognized as Employee of the Month for February 2025.

(See Supplementary File for a copy of Information)

PLANNING & DEVELOPMENT PUBLIC HEARING

REZONE (REZ25-000001) "KELCH" (ORDINANCE 2025-011)

Mikal Graves, Planning and Development, review (Rez25-000001) Kelch (Ordinance 2025-011).

PUBLIC COMMENT-PUBLIC HEARING

The floor was opened for public comment. There being none, public comment was closed.

On a Motion by Commissioner Harvey, Seconded by Commissioner Alexander, The Board unanimously approved the Rezone (REZ25-000001) "Kelch" (Ordinance 2025-011

(See Supplementary File for a copy of Information)

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LDC TEXT AMENDMENT (LDC25-000001) (ORDINANCE 20025-009)

Commissioner Wilkinson recommended pulling this item to allow more time for discussion at a later date.

On a Motion by Commissioner Harvey, seconded by Commissioner Alexander, the Board unanimously approved a motion to pull the LDC Text Amendment (LDC25-000001) (Ordinance 2025-009).

(See Supplementary File for a copy of Information)

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PUBLIC COMMENT AGENDA ITEMS

Michael Woodward, A Citizen, spoke on the LDC Text Amendment.

Don Holmes, speaking on behalf of a property owner, spoke on item 9, the purchase of property adjacent to the wastewater plant. He spoke on his concern regarding the time frame in which the item was communicated to the public. He requested additional time to allow his client an adequate opportunity to address the board regarding the purchase of the property. He spoke of his client's property being impacted by the purchase.

Rich Komando, County Attorney, discussed the property purchase and the time frame of the communication regarding the public notice.

Commissioner Pellicier recommends tabling the item to allow more time.

Commissioner Wilkinson recommends hearing the item before making the decision.

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CONSENT AGENDA

Commissioner Newbold asked for more information on item B, unclaimed funds.

Matt Reynolds, Clerk of Court and Comptroller, explained the process for unclaimed funds.

Commissioner Wilkinson pulled Item G for discussion.

On Motion of Commissioner Harvey, Seconded by Commissioner Alexander, the Board unanimously approved the Consent Agenda Items A, B, C, D, E, F, AND H.

A.) CORRESPONDENCE LIST DISTRIBUTED TO BECOME PART OF THE RECORD

The Board unanimously approved the Correspondence List Distributed to Become Part of the Record.

(See Supplementary File for a copy of Information)

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B.) ADMINISTRATION; 2023 UNCLAIMED MONIES LIST AND PROOF OF PUBLICATION

The Board unanimously approved the 2023 Unclaimed Monies List and Proof of Publication.

(See Supplementary File for a copy of Information)

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C.) ADMINISTRATION; RESOLUTION STATING PROPOSED PUBLIC PURPOSE OF HANDLING CONTROL OF LAND TO COUNTY FOR THE PURPOSE OF CONSTRUCTING A BOAT RAMP (RESOLUTION 2025-029)

The Board unanimously approved the Resolution Stating Proposed Public Purpose of Handing Control of Land to County for the Purpose of Constructing a Boat Ramp (Resolution 2025-030)

(See Supplementary File for a copy of Information)

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D.) ADMINISTRATION; RESOLUTION SUPPORTING APPLICATION FOR A FLORIDA BOATING IMPROVEMENT PROGRAM GRANT (RESOLUTION 2025-030)

The Board unanimously approved the Resolution Supporting Application for a Florida Boating Improvement Program Grant (Resolution 2025-031).

(See Supplementary File for a copy of Information)

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E.) ADMINISTRATION; SHIP-HOUSING EMERGENCY ASSISTANCE-FILE NO. 2024-035 LOIS DARLENE LAIBLE-CROWE

The Board unanimously approved the SHIP – Housing Emergency Assistance – File No. 2024-035 Lois Darlene Laibl-Crowe.

(See Supplementary File for a copy of Information)

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F.) PROCUREMENT; RFP 25-15 MISDEMEANOR PROBATION SUPERVISION SERVICES

The Board unanimously approved the RFP 25-15 Misdemeanor Probation Supervision Services.

(See Supplementary File for a copy of Information)

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H.) PROCUREMENT; CONTRACT RENEWAL #3 FOR BID 22-16 FILL DIRT, SHELL, AND / OR LIME ROCK SUPPLIER

The Board unanimously approved the Contract Renewal #3 for Bid 22-16 Fill Dirt, Shell and /or Lime Rock Supplier.

(See Supplementary File for a copy of Information)

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PULLED FROM THE CONSENT AGENDA

G.) PUBLIC WORKS; MARCH WATER METER READINGS

Commissioner Wilkinson asked JT Stout to speak on the March Meter Readings.

JT Stout, Public Works Director, explained the issue with the billing system and the reading being read 7 days later, and the customers would need to be reinstated

On a Motion by Commissioner Harvey, Seconded by Commissioner Newbold, The Board unanimously approved the March Water Meter Readings.

(See Supplementary File for a copy of Information)

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CODE ENFORCEMENT

FINE REDUCTION REQUEST-CODES CASE NO. 2005-00797

Thomas Moore, Code Enforcement, reviewed case NO. 2005-00797

PUBLIC COMMENT-CASE 2005-00797

The floor was opened for public comment, but there being none, public comment was closed.

On a Motion by Commissioner Harvey, Seconded by Commissioner Alexander, the Board unanimously approved a Motion in Codes Case No. 2005-00797 reducing the code enforcement fines to a total of $0.00.

(See Supplementary File for a copy of Information)

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FINE REDUCTION REQUEST-CODES CASE NO. 2006-00663

Thomas Moore, Code Enforcement, reviewed case NO. 2006-00663

PUBLIC COMMENT-CASE 2006-00663

The floor was opened for public comment, but there being none, public comment was closed.

On a Motion by Commissioner Harvey, Seconded by Commissioner Alexander, The Board unanimously approved a Motion in Codes Case No. 2006-00663 reducing the code enforcement fines to a total of $1,512.00 of which $23.00 is to be paid by tax surplus, leaving a total of $1,489.05 to be paid within 90 days.

(See Supplementary File for a copy of Information)

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FINE REDUCTION REQUEST-CODES CASE NO. 2009-00289

Thomas Moore, Code Enforcement, reviewed case NO. 2009-00289

PUBLIC COMMENT-CASE 2009-00289

The floor was opened for public comment, but there being none, public comment was closed.

On a Motion by Commissioner Harvey, Seconded by Commissioner Alexander, the Board unanimously approved a Motion in Codes Case No. 2009-00289, reducing the code enforcement fines to a total of $0.00, as the fine was paid by tax surplus.

(See Supplementary File for a copy of Information)

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FINE REDUCTION REQUEST-CODES CASE NO. 2010-00021

Thomas Moore, Code Enforcement, reviewed case NO. 2010-00021

PUBLIC COMMENT-CASE 2010-00021

The floor was opened for public comment, but there being none, public comment was closed.

On a Motion by Commissioner Harvey, Seconded by Commissioner Alexander, the Board unanimously approved a Motion in Codes Case No. 2010-00021 reducing the code enforcement fines to a total of $2,464.66 to be paid within 90 days.

(See Supplementary File for a copy of Information)

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FINE REDUCTION REQUEST-CODES CASE NO. 2010-00291

Thomas Moore, Code Enforcement, reviewed case NO. 2010-00291

PUBLIC COMMENT-CASE 2010-00291

The floor was opened for public comment, but there being none, public comment was closed.

On a Motion by Commissioner Harvey, Seconded by Commissioner Alexander, the Board unanimously approved a Motion in Codes Case No. 2010-00291 reducing the code enforcement fines to a total of $2,317.22 to be paid within 90 days.

(See Supplementary File for a copy of Information)

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FINE REDUCTION REQUEST-CODES CASE NO. 2017-00291

Thomas Moore, Code Enforcement, reviewed case NO. 2017-00291

PUBLIC COMMENT-CASE 2017-00291

The floor was opened for public comment, but there being none, public comment was closed.

On a Motion by Commissioner Harvey, Seconded by Commissioner Alexander, the Board unanimously approved a Motion in Codes Case No. 2017-00291 reducing the code enforcement fines to a total of $2,268.00 to be paid within 180 days.

(See Supplementary File for a copy of Information)

FINE REDUCTION REQUEST-CODES CASE NO. 2017-00380

Thomas Moore, Code Enforcement, reviewed case NO. 2017-00380

PUBLIC COMMENT-CASE 2017-00380

Michael Eden, Property Owner, spoke about the property details regarding the code violations.

On a Motion by Commissioner Harvey, Seconded by Commissioner Alexander, the Board unanimously approved a Motion in Codes Case No. 2017-00380 reducing the code enforcement fines to a total of $2,036.00 to be paid within 120 days.

(See Supplementary File for a copy of Information)

FINE REDUCTION REQUEST-CODES CASE NO. 2021-00008

Thomas Moore, Code Enforcement, reviewed case NO. 2021-00008

PUBLIC COMMENT-CASE 2021-00008

The floor was opened for public comment, but there being none, public comment was closed.

On a Motion by Commissioner Harvey, Seconded by Commissioner Alexander, the Board unanimously approved a Motion in Codes Case No. 2021-00008 reducing the code enforcement fines to a total of $2,012.00 to be paid by tax surplus.

(See Supplementary File for a copy of Information)

FINE REDUCTION REQUEST-CODES CASE NO. 22-001673

Thomas Moore, Code Enforcement, reviewed case NO. 22-001673

PUBLIC COMMENT-CASE 22-001673

The floor was opened for public comment, but there being none, public comment was closed.

On a Motion by Commissioner Harvey, Seconded by Commissioner Alexander, The Board unanimously approved a Motion in Codes Case No. 22-001673 reducing the code enforcement fines to a total of $1,926.00 to be paid within 90 days.

(See Supplementary File for a copy of Information)

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FINE REDUCTION REQUEST-CODES CASE NO. 23-006631

Thomas Moore, Code Enforcement, reviewed case NO. 23-006631

PUBLIC COMMENT-CASE 23-006631

The floor was opened for public comment, but there being none, public comment was closed.

On a Motion by Commissioner Harvey, Seconded by Commissioner Alexander, the Board unanimously approved a Motion in Codes Case No. 23-006631 reducing the code enforcement fines to a total of $1,740.00 to be paid by tax surplus.

(See Supplementary File for a copy of Information)

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NEW BUSINESS

ADMINISTRATION; PURCHASE OF PROPERTY- ADJACENT TO WASTE WATER TREATMENT PLANT $1,050,000.00 (RESOLUTION 2025-031)

Commissioner Wilkinson reviewed the terms of the purchase of the property.

Commissioner Harvey asked Rich Komando to review the agreement further.

Rich Komando, County Attorney, spoke about mineral rights and provisions in place. He spoke about the due diligence aspect for the Board.

Commissioner Wilkinson said if the Board were to enter into a purchase and sale agreement, it would be subject to appraisal and approval by the Board at a future date.

Terry Suggs, County Administrator, spoke about the time frame of the notice of the intent of the meeting.

JR Grimes, Deputy County Administrator of Operations, spoke about the importance of obtaining the property. He spoke of the wastewater plant capacity and the current lack of a reuse system inside the county and an end user for reclaimed water.

Commissioner Alexander said he supported the purchase. He discussed the potential use of the property.

A lengthy discussion ensued on the due diligence of the board regarding the purchase of the property.

RECESS/ RECONVENE

The Board of County Commissioners Meeting was recessed at 11:11 a.m. and reconvened at 11:23 a.m.

Commissioner Wilkinson spoke of her support for the purchase of the property. She discussed the need to engage in preliminary action steps to ensure the land is suitable and recommended a 90-day due diligence before final approval.

PUBLIC COMMENT

Don Holmes further spoke about the notice of intent and the property usage.

Further discussion ensued on the subject of the due diligence.

On a Motion by Commissioner Harvey, Seconded by Commissioner Newbold, The Board unanimously approved a motion to authorize staff to negotiate the buy/sell agreement and engage in preliminary action steps needed to ensure the land is suitable; surveys, environmental studies and other related services needed to fully vet the land to ensure its suitability for the county needs, with a 90 day due diligence and then bring before the Board for approval. For agenda item: Purchase of Property - Adjacent to Waste Water Treatment Plant, $1,050,000.00 (Resolution 2025-031).

(See Supplementary File for a copy of Information)

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PUBLIC COMMENT ON MISCELLANEOUS

Connie Benham, 117 Musket Drive Satsuma, spoke about St. Johns River Estates taxes being too high.

Susan Epting, 117 Suwannee Hunting Club Rd, spoke of concerns regarding road issues.

Donald Barber spoke of his concerns regarding citizens living in tents and small houses.

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APPOINTMENTS

There were no appointments made.

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CLERK OF COURT- MATT REYNOLDS

Matt Reynolds, Clerk of Court and Comptroller, spoke of the success of the audit findings.

COUNTY ATTORNEY- RICH KOMANDO

Rich Komando, County Attorney, had no remarks.

COUNTY ADMINISTRATOR-TERRY SUGGS

Terry Suggs, County Administrator, spoke of the discussion of the meeting and the success of the audit.

JR Grimes spoke on the house fire tragedy that occurred and asked everyone to keep the family and the fire rescue in their prayers.

Julianne Young spoke on the success of the audit.

COMMISSIONER COMMENTS

Commissioner Alexander thanked the Board for their discussions today and thanked Commissioner Wilkinson and Harvey for their efforts.

Commissioner Pellicier spoke about his absence at the last meeting and thanked Putnam County Community Hospital for their excellent service they provided.

Commissioner Newbold spoke of the audit results and thanked the staff for their efforts.

Commissioner Harvey spoke on the tent users and discussed the law regarding the matter. He thanked the staff for their efforts regarding the audit.

Commissioner Wilkinson spoke about the April 30th Safety Task Force Meeting that was held.

ADJOURNED

There being no further business, the Board of County Commissioners Meeting adjourned at 12:08 p.m.

BOARD OF COUNTY COMMISSIONERS
PUTNAM COUNTY, FLORIDA

BY: _____
Leota D. Wilkinson, Chairman

ATTEST:

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Matt Reynolds, Clerk of Courts
And Comptroller

Minutes By: Deputy Clerk, Ashley Beard.