

**REGULAR MEETING  
LEVY COUNTY BOARD OF COUNTY COMMISSIONERS  
November 4, 2025**

The Regular Meeting of the Board of County Commissioners was held on November 4, 2025 at 9:00 A.M. in the BoCC Meeting Room at the Levy County Government Center.

**CALL TO ORDER:** Madam Chair Mills called the Meeting to order at 9:00 A.M.

**INVOCATION:** Given by Comm. Hodge

**PLEDGE OF ALLEGIANCE:** Led by Comm. Kennedy

## ROLL CALL:

**COMMISSIONERS PRESENT:**

Madam Chair, Comm. Desiree Mills

Vice Chair, Comm. Tim Hodge

Comm. Charlie Kennedy

*Absent- Comm. Johnny Hiers*

*Absent- Comm. Rock Meeks*

**ALSO PRESENT:**

County Manager – Mary-Ellen Harper

**APPROVAL OF AGENDA:**

- **Action Taken:**
  - Amendments: Add letter of support as Item #13 to Williston Regional Airport for BoCC to consider.
  - Motion                      Comm. Kennedy motioned to approve amended agenda.
  - Second                      Comm. Hodge
  - Vote Outcome              3-0

## RECOGNIZE ELECTED OFFICIALS: NONE

1. **PRESENTATION: The BoCC received Florida Department of Transportation Project Updates - Brian Brooker & David Crowder** (*Audio 5:49*)
  - A five-year work program public hearing was recently held and this sets the plan for the next five years. The new plan starts July 1, 2026 and the FDOT is still taking public comment.

**PUBLIC COMMENT:**

- Speaker One: Christine Switt (Morrison) commented on the SNAP program and the effect of the federal shutdown of the government.

## Business or Informational Items

- 2. Approve a written order for a minor amendment to Petition No. SE 22-02.** (*Audio 21:14*)

- **Presenter:** Bo Cox Development Services Director
- **Discussion:** Owner and Developer requests the approval of the BOCC to Amend Petition NO SE22-02 taking into consideration County Code SEC. 50-755 which states (e) “Amendments. (1)



- Vote Outcome 3-0 passed

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**6. Approve Notice of Award to Anderson Columbia of Widening and Resurfacing of CR 330. The Contract Price of the Contract of \$4,299,833.40 for Contract No. 438170-1-54-01. (Audio 53:53)**

- **Presenter:** Don Clifton, Road Department Director
- **Discussion:** To award the lowest bidder Anderson Columbia of Widening and Resurfacing of CR 330.
- **Action Taken:**
  - Motion Comm. Kennedy motion to approve
  - Second Comm. Hodge
  - Vote Outcome 3-0 passed

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**7. Adopt RESOLUTION 2025-65: A RESOLUTION OOF THE BOARD OF COUNTY COMMISSIONERS OF LEVY COUNTY, FLORIDA, REGARDING SOLID WASTE DISPOSAL: PROVIDING DEFINITION: PROVIDING A SCHEDULE OF RATES, FEES AND CHARGES; PROVIDING REGULATIONS FOR DISPOSSAL AND PAYMENT; PROVIDING FOR REPAL OF PRIOR RESOLUTIONS AND ACTION; AND PROVIDING AN EFFECTIVE DATE.**

*(Audio 56:33)*

- **Presenters:** Travis Newsome, Assistant Director - Solid Waste
- **Discussion:** This is to replace Resolution Number 2025-38 that was approved on July 22, 2025. This is to eliminate the size of the trailer at the transfer station for residents to bring household garbage.
- **Action Taken:**
  - Motion Comm. Kennedy motion to approve
  - Second Comm. Hodge
  - Vote Outcome 3-0 passed

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**8. Approve a funding agreement by and between Levy County and The ARC of Levy County, Inc. (Audio 57:42)**

- **Presenters:** Mary-Ellen Harper, County Manager
- **Discussion:** Levy County budgeted funding for the Grantee in the County's Fiscal Year 2025-2026 Budget, subject to the terms and conditions of this Agreement and all applicable laws. \$82,000 was approved by the BoCC as part of the County's Fiscal Year 2025-2026 Budget.
- **Action Taken:**
  - Motion Comm. Hodge motion to approve
  - Second Comm. Kennedy
  - Vote Outcome 3-0 passed

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**9. Award ITB111\_2025\_23 Levy County Government Center Entry Improvements to Payne Construction Group for \$113,758. (Audio 59:18)**

- **Presenters:** Mary-Ellen Harper, County Manager
  - **Discussion:** This project has been pending since 2023. The County initially hired a consultant to perform Landscape Design for the Government Center on June 6, 2023. Three bids were received for the project on August 27, 2024. The County and Consultant evaluated bids and determined the bids received were too high. The BoCC approved Task Assignment 2023-4 on March 4, 2025 to reduce the scope of work to include only construction of an accessible ramp, stairs, and entry courtyard. Payne Construction Group was the only bidder to submit a complete bid package. Their price was in line with staff estimates for the project.
  - **Action Taken:**
    - Motion Comm. Kennedy motion to approve
    - Second Comm. Hodge
    - Vote Outcome 3-0 passed
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**10. Select a Firm to provide Interim County Attorney Services; and 2. Authorize the Chair to sign the proposed contract from the selected firm. (Audio 1:02:03)**

- **Presenters:** Mary-Ellen Harper, County Manager
- **Discussion:** The BoCC terminated the employment of the County Attorney on October 21, 2025. This request is for the Board to select an Interim County Attorney. The former County Attorney’s annual salary was \$177,611.20 (\$85.39 per hour). Gray Robinson & NGN submitted proposals for BoCC to consider. NGN submitted the lower bid of the two.
- **Action Taken:**
  - Motion                                      Comm. Kennedy motion to approve NGN as the legal firm
  - Second                                      Comm. Hodge
  - Vote Outcome                              3-0 passed

**11. Provide direction to staff on a long-term plan for the provision of County Attorney Services.**  
(Audio 1:07:44)

- **Presenters:** Mary-Ellen Harper, County Manager
- **Discussion:** The BoCC terminated the employment of the County Attorney on October 21, 2025. This request is for the Board to make a plan for long-term County Attorney Services. Options include but are not limited to entering into a long-term contract with a law firm, recruiting for a new BoCC employee, or a combination of both of these options.
- **Action Taken:** Direction given to staff by BoCC to bring back RFP for outside firm and job description for possibly advertisement for in-house counsel.

**12. To ratify the Severance Agreement and General Release between the Levy County Board of County Commissioners and Nicolle Shalley dated October 21, 2025 providing for 20 weeks of gross pay plus payout of accrued annual leave and ¼ of accrued but unused sick leave, minus all normal withholdings. (Audio 1:22:04)**

- **Presenters:** Jacqueline Martin, Human Resources Director
- **Discussion:** The BoCC terminated the employment of the County Attorney on October 21, 2025. This request is for the Board to select an Interim County Attorney. The former County Attorney's annual salary was \$177,611.20 (\$85.39 per hour). Gray Robinson & NGN submitted proposals for BoCC to consider. NGN submitted the lower bid of the two.
- Nicolle Shalley, Former Attorney addressed BoCC and offered an alternative solution after having two weeks to reflect on her previous request.
- Madam Chair Mills requested the BoCC to consider pushing this item to a future special meeting when every single Commissioner is present.
- Discussion
- **Action Taken:**
  - Motion                                      Comm. Kennedy motion to schedule a special meeting
  - Second                                      Comm. Hodge
  - Vote Outcome                              3-0 passed

**13. Consider a letter of support to the City of Williston, Strategic Economic Development Plan for the Williston Regional Airport and Industrial Park (Audio 1:41:33)**

- **Presenters:** Madam Chair, Desiree Mills
- **Discussion:** This letter of support would acknowledge emergency operations and the strategic economic development of the Williston Regional Airport and Industrial Park. This letter, if adopted, would be submitted with Williston's application to be transmitted to the Economic Development Administration.
- **Action Taken:**
  - Motion                                 Comm. Kennedy motion to approve letter
  - Second                                 Comm. Hodge
  - Vote Outcome                         3-0 passed

**PUBLIC COMMENT:** *(Audio 1:44:22)*

- NONE

COMMISSIONER REPORTS: (Audio 1:44:39)

- Comm. Kennedy- Sees a need for a PIO and be able to get information out to the public. Wants County Manager to get with IT and see about getting live streaming going for meetings.
- Comm. Hodge- Wanted to know when the county auction was taking place and asked if another trimming crew could be put on with the money from auctions.
- Comm. Mills- Career center is hiring new positions in Levy County and we need to get the word out.

APPROVAL OF EXPENDITURES:

Request to approve county expenditures in the amount of \$2,983,309.32.

PAYMENT NUMBER	156778-156875/350-370
FUND	AMOUNT
GENERAL REVENUE	2,651,335.58
ROAD	40,936.26
TRANSPORTATION	3,060.16
911	20,197.66
COURT FACILITIES	2,368.64
MISC GRANTS	4,256.15
EMS	43,007.60
FIRE	143,242.09
TOURIST DEVELOPMENT	18,951.68
UTILITIES	428.86
BLDG INSPECT & SAFETY	13,273.70
CAPITAL PROJECTS	20,519.38
LANDFILL	21,731.56
TOTAL	\$ 2,983,309.32

- Action Taken:
  - Motion Comm. Kennedy motion to approve
  - Second Comm. Hodge
  - Vote Outcome 3-0 passed

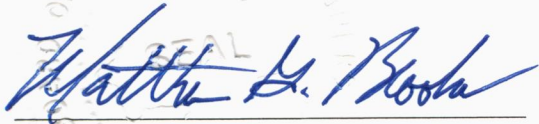
17. Requesting Approval of Previous Meeting Minutes - Clerk of Court, Matt Brooks

- Budget Meeting July September 2, 2025, Special Meeting September 9, 2025, Regular Meeting October 7, 2025, and Joint Workshop October 7, 2025.
- Action Taken:
  - Motion Comm. Kennedy motion to approve
  - Second Comm. Hodge
  - Vote Outcome 3-0 passed

ADJOURNMENT: 10:53AM

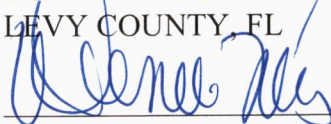
**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION THE MEETING WAS ADJOURNED AT 10:53AM**

ATTEST:

A blue ink signature of Matt Brooks, written in a cursive style, positioned above a horizontal line.

Clerk of Court, Matt Brooks

BOARD OF COUNTY COMMISSIONERS  
LEVY COUNTY, FL

A blue ink signature of Desiree Mills, written in a cursive style, positioned above a horizontal line.

Chairman, Desiree Mills

**Minutes Submitted by:** Matt Brooks, Clerk of Court & Comptroller  
**Date Submitted:** 11/04/2025