BOARD OF COUNTY COMMISSIONERS
UNION COUNTY, FLORIDA
REGULAR BUSINESS MEETING
NOVEMBER 2, 2026

NOTE: If any person decides to appeal any decision made with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings and may need to ensure that a verbatim record is made.

PRESIDING: Donna Jackson, Vice-Chair

RECORDING: Erin Elixson, Deputy Clerk

ATTENDING:

- ☑Commissioner Willie Croft
- ☑ Commissioner Channing Dobbs
- ☑ Commissioner Donna Jackson
- ☑ Commissioner Mac Johns
- ☑ Commissioner Melissa McNeal
- ☑ Kellie Hendricks Rhoades, Clerk of Courts & Comptroller
- ☐ Russell A. Wade III, County Attorney
- ☑ Jimmy Williams, County Coordinator
- ☑ Pamela Woodington, Finance Director
- ☐ Heather Register, Board Secretary

MEETING CALLED TO ORDER

Commissioner Jackson called the meeting to order at 4:46 PM. It was noted that Commissioner Dobbs would arrive later to the meeting.

ADOPTION OF AGENDA

Commissioner Croft moved to adopt the Agenda. Commissioner McNeal seconded the motion, and it passed unanimously.

APPROVAL OF FINANCE REPORT

Commissioner McNeal moved to approve the finance report and Commissioner Croft seconded the motion. It passed unanimously.

CONSIDERATION OF COLLECTION SITE WATER WELL QUOTES

Mr. Jimmy Williams presented quotes on getting a new well dug at the Lake Butler Collection Site to relieve the Union County Riding Club's irrigation well of continual use by the County. The lowest quote was from Clyatt Well Drilling for $6,040.00 for a non-potable well. Mr. Lamar Griffis had put out a flag where he would like the well dug. **Commissioner Croft moved to accept the $6,040.00 quote for Clyatt Well Drilling to dig a non-potable well at the Lake Butler Collection Site. Commissioner McNeal seconded the motion and it passed unanimously.**

Mr. Williams asked where the money would come from to dig the well and Clerk Rhoades said that Solid Waste could absorb it into its normal Repairs and Maintenance budget. Commissioner Jackson said that she would like to look at amending Solid Waste's budget to increase the beginning fund balance, if it is more than budgeted. Clerk Rhoades agreed to prepare a budget amendment for the next meeting.

Clerk Rhoades found that the County pays $357 per year for structure insurance for the Riding Club. Michaela Clemons said that she had not seen this on the last insurance quote. Commissioner Croft said to let the County keep paying the $357 and not worry about it. There was more discussion about the well and if the County would reimburse the Riding Club for the $4,000 repair for their well. Commissioner Johns reminded the Board that the

Riding Club said they would be happy if the County put down their own well and quit using the Riding Club's for the Collection Site and that the Board should leave it at that.

**Commissioner Dobbs joined the meeting at this time.*

PRESENTATION OF ROAD DEPARTMENT WORK ORDER PROCESS

Mr. Jimmy Williams presented a new work order sheet for Commissioners to submit work orders to Chris Griffis before he goes to certain districts to do work. The County Office also put a new form on the website so that citizens can input information and it will be emailed directly to the Road Department. This process allows for accountability and gives a date submitted and a date assigned for work orders. Commissioner Johns stated that he will still continue to talk to Mr. Griffis on a regular basis about needs in his district.

CONSIDERATION OF FEE SCHEDULE FOR FIRE PREVENTION SERVICES

Mr. Jimmy Williams brought to the Board a fee schedule for Fire Prevention Services for the Building Department to use. It had come to his attention that fees have been handled incorrectly for some time. He asked the Board to consider adopting the permanent fee schedule that he provided from Orange County. Commissioner Jackson had many questions about the fee amounts. Commissioner McNeal asked for the fee schedule be changed to represent Union County and be presented at the next Board meeting for adoption. Commissioner Dobbs noted that this will bring us into compliance with regulations and that the Building Department would then have a fee schedule to know what to charge for permitting.

CONSIDERATION OF CONTRACT for CDBG-MS026

The contract for CDBG-MS026 was presented for approval. Commissioner Jackson clarified that the agreement was not entered into on September 3, 2026, but on September 21, 2026. She also asked that the project timeline be more specific in the contract. The corrected contract will be considered again at the next BOCC meeting.

REPORT FROM COUNTY COMMISSIONERS

Commissioner Johns- There will be a big Veteran's Day tournament event at the O.J. Phillips Recreational Complex. About 41 teams are signed up. Judge Bishop will be coaching a team and there will be raffle tickets to support the American Legion. Commissioner Johns was happy to see Bart Andrews at the Fire Station checking the well. Mr. Williams is trying to get the additional $250k approved for the station. Commissioner Johns also reported that he went to Palatka the prior weekend with three Pop Warner teams and they had done well.

Mrs. Pam Woodington confirmed that the bid opening for the CDBG-MS026 Grant was opened on 09/14/26 and was approved on 09/21/26.

Seeing no further business, Commissioner Jackson adjourned the meeting by general consent at 6:01 PM.

Approved by vote of the Board of County Commissioners on November 16, 2026.