

**MINUTES OF A BUDGET WORKSHOP OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD AUGUST 1, 2005.**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a budget workshop on Monday, August 1, 2005 at 9:00 a.m. in the Board of County Commissioners Meeting Room located at 210 South Main Street, Trenton, Florida, with the following members present to-wit:

**Commissioner Mitchell Gentry, Chair**  
**Commissioner Randy Durden, Vice-Chair**  
**Commissioner Sharon Langford**  
**Commissioner Kenrick Thomas**  
**Commissioner Tommy Langford**

**Others in attendance were:** Joseph W. Gilliam, Clerk of Circuit Court, Janice Wasson, Deputy Clerk, Sam Ferguson, Finance Director, Jacki Johnson, Finance, Damon Leggett, Property Appraiser, Ron McQueen, Ron Mills, Geneva Cornwell, Carl Cornwell, and Jerry Kiernan.

**Call to Order:**

Chairperson Gentry called the workshop to order at 9:56 a.m.

**Property Appraiser:** (1/5) Damon Leggett was present to review the breakdown of his 2005-2006 budget, and reviewed each item for the Board. He stated that Insurance (*all employees*) and the Salary for Official (*Mr. Leggett's*) are not included within his calculations. The Board asked Mr. Leggett if the increases (*Insurance and Official Salary*) to his budget, when received, could be absorbed within the non operating reserve or would he require an increase in his budget presented. Mr. Leggett stated that he thought that would be possible, and advised the Board that he is awaiting a response from the Attorney General's Office regarding monies from a retirement fund from prior officials (*approximately \$15,000*), and anticipated funds to be returned to the Board. He also discussed an imaging system required for the Property Appraiser Office due to tech support.

The Board agreed to leave the budget as submitted for the Property Appraiser.

**EMS Raises:** (1/457) Commissioner Durden requested to raise an issue to the Board in the form of a motion.

***Motion by Commissioner Durden, seconded by Commissioner Thomas, to change pay increases for EMS workers same as all other County employee at \$1,000 across the board. Motion carried unanimously with a 5-0 vote.***

**Sheriff's Office:** (1/531) Lieutenant Bryant Frye and Harvey Montgomery were present to review the Sheriff's requested 2005-2006 budget. Mr. Montgomery stated that after speaking with Sheriff Turner, the budget will stand as presented to the Board on July 11, 2005, and stated that they would be happy to answer any questions from the Board.

The Board discussed the five (5) full time employees estimated within the Sheriff's budget, and Mr. Montgomery explained the positions to the Board, explaining their duties and responsibilities. A lengthy discussion was made regarding the new positions, including a dispatch position, requested within the budget. The Board discussed the evidence custodian position in regards to the new position requested, and also discussed the bailiffs within the courthouse on a regular basis.

***Motion by Commissioner Durden, seconded by Commissioner Thomas, to increase the Sheriff's budget \$150,000 (5.8% increase) from 2004-2005 Budget. Motion carried unanimously with a 5-0 vote.***

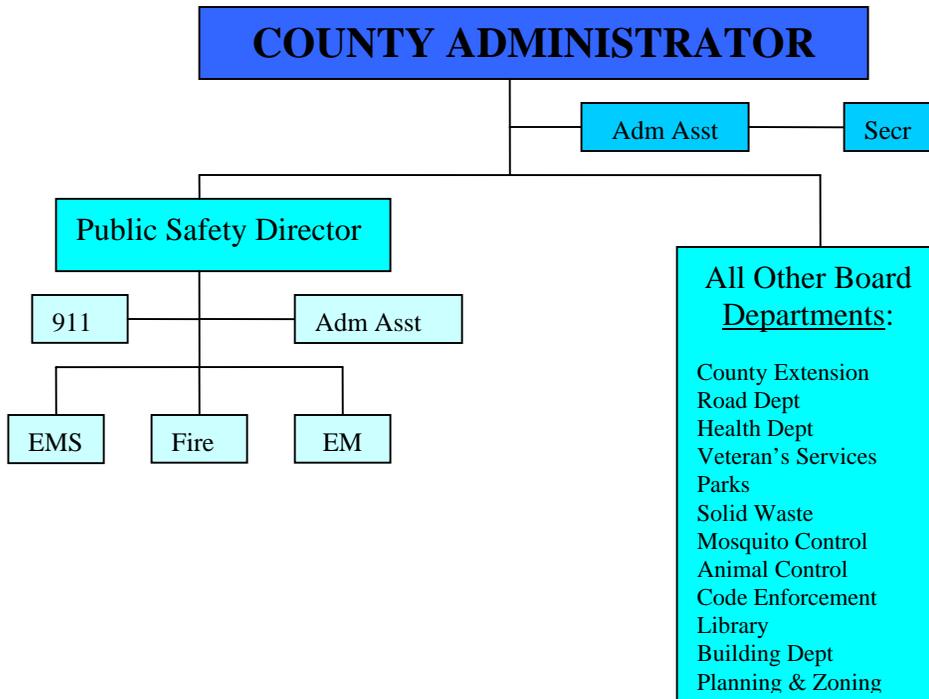
**Character First Council:** (1/1330) Ms. Geneva Cornwell was present and made two (2) presentations to the Board (2005 Appreciation Award and Character Bulletins). She also presented the Board with a request for \$1,500, with a breakdown of the requested amount.

***Motion by Commissioner Tommy Langford, seconded by Commissioner Sharon Langford, to fund***

*\$1,500 for Character First Council for 2005-2006. The Board further discussed the issue.*

*Motion amended by Commissioner Tommy Langford, seconded by Commissioner Sharon Langford, to Fund \$1,000 for Character First Council for 2005-2006. Motion carried unanimously with a 5-0 vote.*

**County Administrator/Emergency Management Position:** (1/2440-2/555) Mr. McQueen advised the Board of the meeting with the Group established to review the County Administrator and Emergency Management positions/job descriptions for the County, and reviewed the areas discussed. He also discussed the separation and location of the offices, salaries and budgeting dollars (\$150,000 for County Administrator). Mr. McQueen explained the outline of the departments.



The Board asked Mr. McQueen if he had decided which way he would be leaning, and Mr. McQueen stated that he would have to wait until the Board made a decision on salaries for each position before he made his final decision. The Board discussed at length the issue of employees (*secretaries*), and the individual department needs in regards to employees, space, and funding.

**Fire Station, Bell & EMS Station, Trenton:** (2/557) The Board asked what would happen to the current EMS station in Trenton if a new EMS station were built, and Mr. Gilliam stated that it would be his recommendation to convert the old EMS station into a records center. The Board discussed the acreage of 1.49 for the EMS station in Trenton. The board also discussed the renovations to the EMS station in Bell as repair.

**EMERGENCY SERVICES CAPITAL OUTLAY**

<b>FIRE STATION/TRAINING FACILITY (BELL)</b>	
2 Metal Bldgs (40' x 60') 3 bays each building	\$ 99,000.00
Central Training Bldgs between Metal Bldgs	\$168,000.00
Site Work and Paving	<u>\$ 40,000.00</u>
<b>Total</b>	<b>\$307,000.00</b>
<b>EMS STATION (TRENTON)</b>	
Quarters & Bldg (2,000 sq. ft.) @ \$70/sq.ft.	\$140,000.00
Enclosed Bays & Storage (Metal)	\$ 43,500.00
Site Work and Paving	<u>\$ 35,000.00</u>
<b>Total</b>	<b>\$218,500.00</b>
<b>EMS STATION (BELL)</b>	
Remodel Existing Bldg	\$ 20,000.00
Addition (32' x 50') Metal Bldg	\$ 36,000.00
Site Work and Paving	<u>\$ 18,000.00</u>
<b>Total</b>	<b>\$ 74,000.00</b>

*Motion by Commissioner Sharon Langford, seconded by Commissioner Durden, to move*

*forward in the construction of the Fire Station in Bell, construction of the EMS station in Trenton, and renovations on the EMS station in Bell, and. Motion carried unanimously with a 5-0 vote.*

**County Administrator/Emergency Management Position** *(Continued): (2/1057-3/107)* Mr. McQueen stated that the salary of the positions will be the deciding point, and stated that he would like the Board to tell him what the salary would be as County Administrator or Emergency Management. He stated the he agreed with Commissioner Durden on the salary for the Public Safety Director (\$40,000-\$45,000) if advertising.

Commissioner Thomas stated that he would like to see Mr. McQueen stay County Administrator. Commissioner Durden stated that he had reviewed the Small County Salary Survey, and in comparison, he feels that the County is within the range on salary for the County Administrator position. The Board discussed at length the position and salary, and Commissioner Tommy Langford stated that it is his opinion and recommendation to have Mr. McQueen as Emergency Management.

***Motion by Commissioner Durden, seconded by Commissioner Tommy Langford, to set the salary for the County Administrator (if advertised) at \$55,000 - \$65,000. Motion carried unanimously with a 5-0 vote.***

Mr. McQueen asked the Board what portion of the \$55,000 - \$65,000 would be offered to him as County Administrator, and the Board agreed to a minimum of \$60,000.

***Motion by Commissioner Durden, seconded by Commissioner Thomas, to offer a minimum of \$60,000 for the County Administrator (if accepted by Mr. McQueen). Motion carried unanimously with 5-0 vote.***

***Motion by Commissioner Durden, seconded by Commissioner Thomas, to set the salary (if advertised) for Public Safety Director at \$40,000-\$45,000. Motion carried unanimously with a 5-0 vote.***

***Motion by Commissioner Tommy Langford, seconded by Commissioner Thomas, to set the salary for Public Safety Director at \$53,000 (if accepted to Mr. McQueen). Mr. Gilliam asked about overtime, and the Board discussed at length overtime, FEMA reimbursement of overtime, a State of Emergency declared by the Board for the County and not approved by the Governor, and Comp Time policy for the County. Commissioner Durden and Commissioner Sharon Langford stated that they would agree to \$50,000. Motion failed with a 2-3 vote, with Commissioner Thomas voting no, Commissioner Tommy Langford voting yes, Commissioner Durden voting no, Commissioner Sharon Langford voting no, and Chairperson Gentry voting yes. Commissioner Thomas stated that he seconded the motion for discussion only. Commissioner Durden and Commissioner Sharon Langford stated that they support the position at \$50,000, but not \$53,000.***

***Motion by Commissioner Durden, seconded by Commissioner Sharon Langford, to set the salary for the Public Safety Director at \$50,000 (if accepted to Mr. McQueen). Motion carried with a 3-2 vote, with Commissioner Thomas voting yes, Commissioner Tommy Langford voting no, Commissioner Durden voting yes, Commissioner Sharon Langford voting yes, and Chairperson Gentry voting no. Commissioner Tommy Langford stated that Mr. McQueen is well qualified and deserving of \$53,000, with the qualifications, time with the County and past work.***

**Road Department/Fuel Depot:** *(3/112)* Mr. Justin Watson presented the Board with a plan for the Road Department/Fuel Depot, and the Board discussed the proposed price for the land of \$125,000. Mr. Watson reviewed each element of the plan, and also discussed the future expansion options. He advised the Board of the price per square footage, and the total cost of the project *(estimated cost of \$550,000, including land acquisition)*. Mr. McQueen advised the Board of the easement to SR 26, and stated that there is a possibility of receiving additional easement from Lancaster, School Board, and Piedmont.

The Board discussed the Board Departments that would use the Fuel Depot *(Sheriff, Road Dept, EMS, County Extension)*, the billing procedure to reimburse expense, and the savings to the County *(\$ .10 per gallon)*. The Fuel Depot's advantages to the County were reviewed, and also gate access, limiting the accessibility to County Board Departments.

***Motion by Commissioner Durden, seconded by Commissioner Sharon Langford, to direct the Finance Department to review and bring a recommendation back before the Board. Motion***

*carried unanimously with a 5-0 vote.*

**August 8, 2005 Budget Workshop:** (3/00) The Board scheduled a Budget Workshop for August 8, 2005 to begin at 3:00 p.m. *Mr. McQueen advised the Chairperson that he needed to leave, and was excused by the Board.*

**Adjournment:** (3/981) There being no further business, *Commissioner Sharon Langford made a motion to adjourn, motion carried unanimously*, and the Workshop was adjourned at 12:00 p.m.

APPROVED:

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Mitchell Gentry, Chairperson

ATTEST:

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Joseph W. Gilliam, Clerk