

**MINUTES OF A BUDGET WORKSHOP OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD AUGUST 8, 2005.**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a budget workshop on Monday, August 8, 2005 at 3:00 p.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, Ron McQueen, Maggie Labarta, Meridian, Jim Winters, Meridian, Sheriff David Turner, Bryant Frye, Harvey Montgomery, Tony Cruz, Jeannine Pzansschmidt, Billy Cannon, Justin Watson, Jerry Keirnan, and Ron Mills.

**Call to Order:**

Chairperson Gentry called the workshop to order at 3:00 p.m.

**Meridian Behavioral Healthcare:** (1/26) Meridian representative, Maggie Labarta, advised the Board of the FY2004-2005 Budget and the FY2005-2006 Draft Budget presented to the Board. She explained the documentation previously presented to the Board by other representative within the organization. Ms. Labarta discussed the service distribution for the County in comparison to the other counties served by Meridian Behavioral Healthcare, and stated that the calculations represent per capita for each county. Commissioner Sharon Langford questioned the rent calculations that were almost double from the calculations presented for the previous budget year. Ms. Labarta stated that the increase was due to a group home leased in Lake City. She stated that Meridian is requesting an additional \$22,553 over and above last year's funding.

Commissioner Durden questioned the personnel services, and incentive pay increases of \$246,000, and Ms. Labarta stated that this money is distributed to those employees who will be rewarded. Ms. Labarta advised that the organization had added approximately 100 employees to allow Meridian to provide new program and services. The Board discussed the privatization of Partnership for Strong Families, and also discussed Meridian's function in regards to Baker Act involuntary examinations.

***Motion by Commissioner Durden, seconded by Commissioner Sharon Langford, to increase Meridian Behavioral Healthcare up to \$25,000 for the 2006 Budget Year. The Board discussed Gilchrist County's employee situation in comparison to the situation voiced by Meridian representatives. Commissioner Tommy Langford stated that he did not agree with a lot of the expenses, and stated that the Sheriff Office and Road Department are in need of additional employees. Motion carried unanimously with a 4-1 vote, Commissioner Sharon Langford voting yes, Commissioner Durden voting yes, Commissioner Tommy Langford voting no, Commissioner Thomas voting yes, and Chairperson Gentry voting yes.***

**Sheriff Office:** (1/557-2/54) Sheriff David Turner presented the Board with a revised budget, and advised the Board of a modification in the 2005-2006 Funding Cycle to \$30,351 (V.O.C.A.), same as the 2004-2005 Funding Year.

Sheriff Turner reviewed the revisions within the budget as submitted to the Board, and stated that the new Judicial Complex will raise additional issues for next year's budget. He discussed the salary increases needed for the crossing guards within the County, and also discussed response time and availability of Deputies. Sheriff Turner asked the Board to consider funding an additional Dispatch position if there is any additional funding available for the 2006 budget year.

The Board questioned the amount of the raises within the Sheriff Office, and Sheriff David Turner stated \$86,000. Sheriff Turner also advised that the Sheriff Office had a tremendous turnover due to salaries. He requests a transfer of carryover funds in the amount of \$20,000 from Corrections

Personal Services (523), \$30,000 from Correction Operating Expenses, and \$20,000 from Communications Personal Services (521-1) into Law Enforcement Capital Outlay (521) to allow for the purchase of two (2) vehicles and a CAD or EMS Server.

***Motion by Commissioner Thomas, seconded by Commissioner Tommy Langford, to approve the transfer of \$70,000 from Corrections Personal Services, Corrections Operating Expenses, and Communications Personal Services to Law Enforcement Capital Outlay. Motion carried unanimously with a 5-0 vote.***

***Motion by Commissioner Sharon Langford, seconded by Commissioner Thomas, to approve a budget increase of \$2,916 from the approved funding on August 1, 2005. Motion carried unanimously with a 5-0 vote.***

Chairperson Gentry asked Sheriff Turner about the number of Communication System breakdowns stated within the letter submitted to Ron McQueen, and the Board at the August 1, 2005 Regular Meeting. Sheriff Turner stated that the repairs were due to weather conditions and lightning strikes. He also stated that the letter written was to assist the County Administrator in applying for a Grant for new 911 equipment or an additional workstation, and provide reliable services to the community.

Harvey Montgomery explained the condition to the equipment at the Sheriff Office, and explained the repair response received from BellSouth when repair calls are placed. He stated that BellSouth has advised the sheriff Office that due to availability of parts, that BellSouth may not be able to repair the equipment on the next call. Mr. McQueen stated that the repair of the current equipment would not allow the Sheriff Office to be Phase II compliant, and discussed the meeting of the Committee established to address these issues. He stated that the Grants were the result of the meetings of the Committee. Sam Ferguson advised the Board of the meeting he attended, at which he understood the Grants would be available to fund Small Counties. Mr. McQueen reminded the Board that the County is under a contract with BellSouth, and that BellSouth is obligated to keep the system running. Sheriff Turner advised that the service received from BellSouth is satisfactory, however, the system is old and the parts to repair the system are not readily available.

Mr. Gilliam stated that the fix is to replace the existing system. Commissioner Thomas stated that if the system remains unreliable, and becomes a safety issue, he feels that the Board should find the money to repair or replace the system. The Board requests to be kept advised of the status of the system. The Board and Mr. McQueen discussed the parties responsible for 911.

Sheriff David Turner asked Lt. Bryant Frye to address the Board regarding a Terrorism Grant totaling \$15,700, and advised the Board of the submittal. He stated that he is completing the paperwork, and will present the Grant application to the Board for signature. Commissioner Tommy Langford asked Sheriff Turner to work on a proposal if the Grant is not approved by November 1, 2005 to address the 911 system issues.

**Helicopter Pad-Sheriff Office:** (2/55) Sheriff Turner, at the direction of Chairperson Gentry, advised the Board of the Helicopter Pad issue and costs. He discussed several estimates of different materials (asphalt and concrete), and stated that the estimate of the concrete was more affordable than the asphalt estimates received in the past.

Chairperson Gentry asked if the antenna was lighted, and Sheriff Turner stated that the antenna is in compliance, positioned at the Administrative Building, not requiring lighting. Commissioner Durden asked if the Correctional Work Squad could complete some of the labor of the helicopter pad, and Sheriff Turner stated that he would contact Lancaster Correctional regarding the prisoners.

***Motion by Commissioner Thomas, seconded by Commissioner Sharon Langford, to approve funding \$5,000 for the Helicopter Pad installation. Mr. McQueen requested motion be amended to include Lee Mills Engineering Company's recommendation of placement due to long-term drainage issues. Motion amended by Commissioner Thomas, seconded by Commissioner Sharon Langford, to approve funding up to \$5,000 for Helicopter Pad installation, the in-kind services of the County Road Department for placing a base, and for Lee Mills Engineering Company approve the placement of the pad. Motion carried unanimously with a 5-0 vote.***

**Road Department/Fuel Depot:** (2/531) Mr. Justin Watson, Road Department, advised the Board of

cost estimates, which included the purchase of land, \$12,500 per acre; Fuel Depot (*quotes from Mr. McQueen*), \$114,000; Concrete 62' x 80' shop (*6" thick, 3,500 PSI*), \$8,352; 24' x 80' front office, \$3,480; Administrative Building, 36' x 36', \$90,720; Tyson Steel (*for materials for shop*), \$75,689.54; Furnishing Administrative Building, \$8,000; Two (2) pole barns, 20' x 60', \$10,000 each; 4" well, \$3,900; Septic Tank, \$1,600; Totaling \$525,773.54. Other expenses include paving parking lot, \$73,962; Utilities \$10,000. He stated that the expense of the chain link fence is not included within the estimates presented.

Mr. Gilliam and the Board discussed several financing and re-payment options for the County (*transportation impact, down payments, financing, General Revenue, Fuel Tax, and combinations of different sources*) He stated that there is no single source of revenue.

Chairperson Gentry asked if the buildings within the estimate could be phased-in instead of within the construction of the project. He questioned options to cut corners, in comparison of offices within the buildings. Mr. Watson stated that the layout that he presented would separate the public from the shop area and employees, the public coming in contact with shop noise and fumes, and the public's danger of the shop operations. Commissioner Thomas asked about a trailer instead of construction of a building for offices.

**Land Swap with School Board:** (2/1458) Mr. Gilliam reviewed the diagram of the layout of the land (23.0 acres), and stated that Mr. Vickers was unable to attain a copy of the survey prior to the meeting. The Board discussed the layout and traffic in regards to the future plans, along with the relocation of the Health Department and the County Extension Office. Commissioner Tommy Langford stated that he sees an advantage of changing the office space to allow for a break area for the employees, monitored by the office supervisor. Mr. Gilliam suggested a dollar figure to place within the budget figures, and start reviewing options for financing the project.

**Health Department & County Extension Relocation:** (2/1969) The Board discussed Grant Funds available for the Health Department and County Extension relocation project.

**Road Department/Fuel Depot (Continued):** (2/1996-3/265) Mr. McQueen addressed the insulation issues in regard to the wall size (height). He also addressed the difference in the modular building, and a mobile home constructed for commercial use. The Board discussed the most efficient cost of construction for the County. Chairperson Gentry stated that the office being the entrance to the shop, would allow Mr. Watson and Mr. Cannon to monitor the public's access to the shop operations area.

***Motion by Commissioner Durden, seconded by Commissioner Sharon Langford, to move forward with the relocation of the Road Department, purchase of the land, fuel depot, \$100,000 down out of Transportation Impact, and financing \$450,000 for ten (10) years, currently out of General Revenue until other sources can be found. The Board discussed at length the concerns in obligating the County to a \$500,000 project. Mr. Gilliam added that the issues addressed by the Board today, had been discussed by previous Commissioners, and that the cost of the project will only increase. Motion carried with a 4-1 vote, with Commissioner Sharon Langford voting yes, Commissioner Durden voting yes, Commissioner Tommy Langford voting no (stating that he has concerns of obligating the County to a project of this stature with the Road Department employee issues, road issues, and position of the citizens within the County), Commissioner Thomas voting yes, and Chairperson Gentry voting yes.***

**Purchase of Tractor:** (3/270) Mr. Watson advised the Board of the increase in the purchase price calculated with the 2006 budget submitted to the Board, adjusted by \$18,000 (Operating Capital Outlay).

***Motion by Commissioner Durden, seconded by Commissioner Thomas, to increase the Road Department budget for 2006 by \$18,000 for two (2) tractors to Operating Capital Outlay. Motion carried unanimously with a 5-0 vote.***

**Road Projects - SE 70<sup>th</sup>:** (3/399) Mr. Watson advised the Board of the estimate of \$123,330 for 6,200 feet with and the Road Department furnishing the rock, and also of the estimate of \$61,486 for the first mile for the resurfacing project. The Board discussed the condition of the road, and the cost of the repair of a portion of the project. Mr. Cannon stated that the County will have to close the road

while the project is being completed, due to traffic.

Commissioner Tommy Langford suggested the Transportation Committee established continue to look at the road issues within the county, establish criteria, and a priority list for the County.

Chairperson Gentry asked Mr. McQueen for the report, as requested at the August 1, 2005 regular meeting, on the counters returned by mail, and Mr. McQueen stated that he is still trying to find the exact individual who was involved in the return of the counters. The Board suggested that Mr. McQueen contact the Company that the counters were sent to, inquiring of the status.

The Board also discussed the option of mixing the road, temporarily patching the road, and then attempting to get the road approved as a SCRAP project. Chairperson Gentry asked if the Board would consider repairing a portion of the road, and trying to get SCRAP approval, and also adding the roads in Rolling Oaks Subdivision at the same time.

***Motion by Commissioner Durden, seconded by Commissioner Sharon Langford, to send all roads to the Transportation Committee and place 70<sup>th</sup> as first priority. Commissioner Durden and Commissioner Sharon Langford both agreed that two (2) Commissioners should not sit on the Transportation Committee. Commissioner Durden verbally requested a copy of the Transportation Committee minutes from Mr. McQueen. Motion carried unanimously with a 5-0 vote.***

**Jail Complex:** (3/1583) Commissioner Durden and the Finance Dept will bring a recommendation to the Board at the next Budget Workshop scheduled.

**Vacations:** (3/1598) Chairperson Gentry advised that he would be out of town August 16-23, 2005, and Commissioner Tommy Langford advised that he would be out of town August 18-19, 2005.

**Jail Complex (Continued):** (3/1635) Mr. McQueen advised the Board of the sewage issue at the jail, and that the drain field is saturated. He also stated that the County will have to begin pumping tomorrow, and continue everyday or every other day. Mr. Lee Mills had stated that the City of Trenton has a water line that they cannot identify. Mr. McQueen stated that Mr. Lee Mills suggested that the Board settle on the corrective measure and stick with the plan.

**Solid Waste:** (3/2148) Mr. McQueen advised the Board of the two (2) quotes for stainless steel tanks, pumps. Barney's Pumps, Inc, \$6,125, Hughes Supply, Inc, \$3,210, and recommends the Board takes the Hughes Supply, Inc. quote.

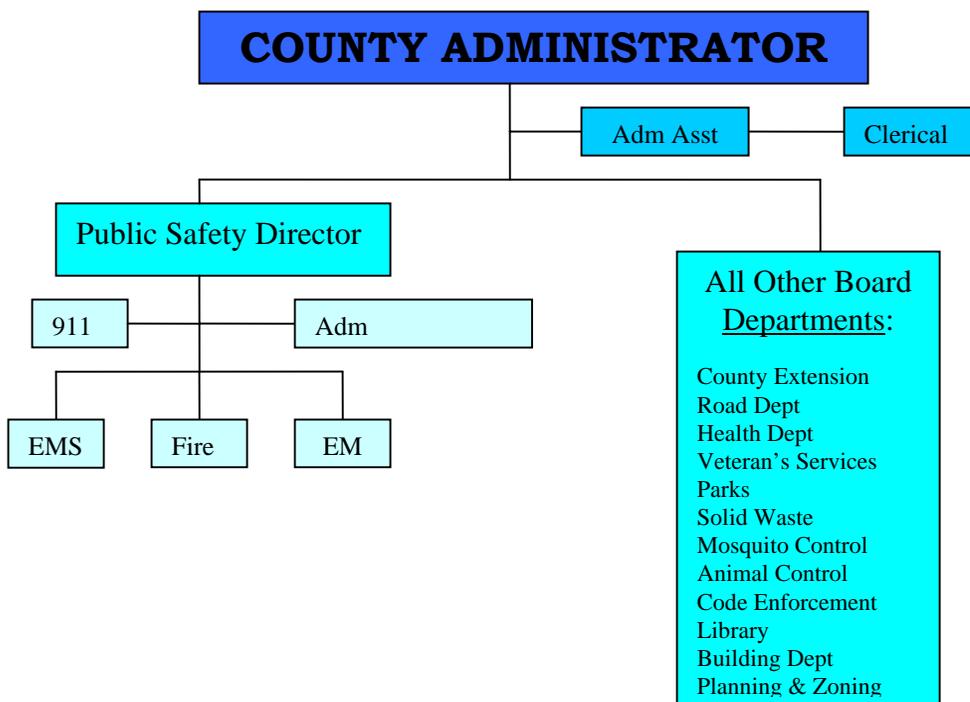
***Motion by Thomas, seconded by Durden, to accept quote of \$4,600 to purchase stainless steel tanks. Motion carried unanimously with a 5-0 vote.***

**North Gilchrist Fire Department:** (3/2265) Mr. McQueen advised the Board of the quotes received for the Water Pump for Brush Truck, CET Pumps, \$4,468, Mid State Power System, \$4,350, and Milton Weeks, \$4,050, and requested approval by the Board.

***Motion by Commissioner Tommy Langford, seconded by Commissioner Thomas, to accept Milton Weeks bid of \$4,050. Motion carried unanimously with a 5-0 vote.***

Commissioner Thomas asked if North Gilchrist Fire Department responded to the fire the other night. Mr. Ron Mills and Mr. McQueen advised the Board of the fire, response and result of the Fire Department.

**County Administrator/Emergency Management:** (3/2447-4/1280) Mr. McQueen advised the Board of the budget as submitted for the County Administrator and Emergency Management. Mr. Gilliam advised the Board of the funding stating that the Finance Department felt placing the County Administrator and Emergency Manager budget under General Government would not require the total \$150,000. Mr. Ferguson stated that it would save the Board approximately \$39,000 by setting up the budgets this way. The Board asked how many employees would be hired, and Mr. McQueen answered with two (2). Mr. Ferguson stated that he was advised that if the 911 is handled by the Sheriff Dept, there are certain issues that will arise, and that he suggested the Board retain control of



The Board and Mr. McQueen discussed at length the issue of the County Administrator and Emergency Management, and after negotiations, the Board and Mr. McQueen finalized the positions accepted by Mr. McQueen and the positions that would be advertised.

**Motion by Commissioner Thomas, seconded by Commissioner Durden, to hire Ron McQueen as County Administrator.** Floor opened for discussion. Commissioner Durden stated that Mr. McQueen is most valuable to Gilchrist County as County Administrator, and recommended offering Mr. McQueen \$65,000 as County Administrator. **Motion amended to include \$65,000 as salary. Motion carried with a 3-2 vote, with Commissioner Thomas voting yes (because he feels Mr. McQueen is well qualified), Commissioner Tommy Langford voting no (because he preferred Mr. McQueen be Public Safety Director), Commissioner Durden voting yes, Commissioner Sharon Langford voting no (because she would rather see Mr. McQueen as Public Safety Director), and Chairperson Gentry voting yes (because it is Mr. McQueen's choice to take the County Administrator position rather than Public Safety Director).**

The Board asked Mr. McQueen if it was his decision to take the position of County Administrator, and Mr. McQueen agreed.

**Motion by Commissioner Durden, seconded by Commissioner Thomas, to hire a clerical position (\$17,500), and establishing a position of Public Safety Director and advertise the position (\$40,000-\$45,000).** Floor opened for discussion. **Motion carried unanimously with a 5-0 vote.**

Mr. McQueen stated that he will remain active in the County Hazmat Pilot Project (local), as long as it does not interfere with the County Administrator position (as stated by Commissioner Durden).

Commissioner Durden recommended that individuals in the position of Ron McQueen and Ron Mills not maintain the position as Fire Chiefs, stating that the person who sits as Fire Chief should not be in the position of making decisions regarding the policy and procedures for Fire Departments.

Mr. McQueen stated that with the new Fire Trainer, Mr. Careccia, being on board that he feels the public criticism will fade. He also stated that without the efforts of Mr. Ron Mills, the County would not have gotten the Grant that they did, and he would hate to see effective and dedicated individuals removed, to the detriment of the Fire Departments.

Mr. Ron Mills stated that there is an involvement required, and that he feels that the County is the beneficiary of the efforts. He stated that it is his concern is to put the firefighters above reproach.

Chairperson Gentry stated that Mr. Careccia should, and Mr. Mills and Mr. McQueen stated he would, be publicly responsible for the Fire Departments within the County.

Mr. Gilliam stated he wanted the Board to be perfectly clear on the intention of the Finance Department to accomplish tapping into funds from EMS, Fire, 911, and Emergency Management to fund the public Safety Director's budget, and also to tap into Solid Waste, EMS, and Fire to contribute to General Government for the County Administrator's budget. He stated that he would bring the Board a recommendation for review.

Vehicle for County Administrator: (4/1281) Mr. McQueen requested a vehicle allowance be considered instead of a vehicle for the position, due to public image and appearance.

***Motion by Durden, seconded by Sharon Langford, to approve vehicle allowance (\$535 per month) for County Administrator position. The Board discussed policy and procedure being executed currently. Motion carried unanimously with a 5-0 vote.***

**Adjournment:** (4/1510) There being no further business, ***Commissioner Durden made a motion to adjourn, motion carried unanimously,*** and the Workshop was adjourned at 7:00 p.m.

APPROVED:

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Mitchell Gentry, Chairperson

ATTEST:

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Joseph W. Gilliam, Clerk