

MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD MARCH 6, 2007.

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a **Regular Meeting** on Tuesday, March 6, 2007 at 1:15 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 Randy Durden, Chairman
Commissioner Tommy Langford, Vice Chairman
Commissioner Kenrick Thomas
Commissioner Sharon Langford
Commissioner D. Ray Harrison, Jr.

Others in attendance were: John McPherson, County Attorney, Joseph W. Gilliam, Clerk of Court, Jacki Johnson, Finance Director, Patty McCagh, Deputy Clerk, Ron McQueen, County Administrator, John Ayers, Gilchrist County Journal, Stacey Winfield, County Planner, Charlie Perez, Public Safety Director, Diane Rondolet, Code Enforcement, Justin Watson, Road Department Supervisor, Billy Cannon, Road Department Assistant Supervisor, Lee Schaltenbrand, Chaille, Tara and Milan Wilson, Jo Buckles, Ed Poitevint, Stanley King, H.C. and Meveree C. Pope, Lewis Henkel, Mandese/White Construction, Inc.(Christy Guglielmoni, Joey Mandese, Joe White), M.M. Parrish Construction Company (Bill Pearson, Lloyd Whann, Michael, Bill Thompson, Ryan Parker, Anthony Messina, Jimmy Williams), The Alexander Group, LLC (Lloyd Kelly, Brian McGee) and Todd Bryant, Suwannee Valley League.

Call to Order

Chairman Randy Durden called the meeting to order at 1:19 p.m. and Commissioner Tommy Langford delivered the invocation and Commissioner D. Ray Harrison, Jr. led the pledge of allegiance.

Agenda Changes

Mr. Gilliam presented the following agenda changes:

1. The Alexander Group LLC
 - ❖ Pay Request #18, \$76,558.36
 - ❖ COR #11, Card Readers for Vehicle Sally Port, \$4,355.07
 - ❖ Change Order #16, Increase ODP #13, (1,284.58)
 - ❖ Change Order #17, Increase ODP #8, (22.74)
 - ❖ COR #12, Intercom/Door Control at Rooms A103 & A113
2. Gilchrist County Jail; Dixie County Inmate Housing
3. Equipment Transfer; Skid Steer from Solid Waste to Maintenance

Mr. McQueen presented the following agenda changes:

4. Forestry Grant
5. Bids on CR 344
6. S.C.O.P. & S.C.R.A.P. Program
7. Wilson Family, request for zoning changes

Mr. McPherson presented the following agenda changes:

8. Re advertise R.V. Ordinance for mid-month meeting

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to accept the agenda as presented with changes noted. Motion carried unanimously.

Consent Agenda

Approval of Budget Entries

- BE07-033, Fund 001 General Fund \$100.00

Approval of Bills

CDBG/SHIP Payment Requests

- John Lester CDBG Funds \$250.00
- Daphne Jenkins CDBG/SHIP Funds \$1,550.00/\$10,000.00

• Mary Swallows	CDBG Funds	\$250.00
• John Lester	CDBG Funds	\$18,107.28
• Estelle Keen	CDBG Funds	\$12,980.00
• Marilyn Griffis	SHIP Funds	\$17,948.69
• Harlyn Pfanffenberger	CDBG/SHIP Funds	\$5,600.00/\$21,760.00
• Reeta Watson	CDBG/Ship Funds	\$12,480.00/\$12,480.00

Motion made by Commissioner Sharon Langford seconded by Commissioner D. Ray Harrison, Jr. to approve consent agenda as presented. Motion carried unanimously.

County Administrator’s Report

Wilson Family; Zoning Change Request: Mr. McQueen addressed the request of a zoning classification change requested by Milan and Chaille Wilson. The property in question is currently zoned as industrial. The Wilson Family has requested for five acres, with legal easement, to be changed from industrial to agricultural. Mr. McPherson, County Attorney suggested that the five acres be treated as a small scale land use map amendment. The Wilson’s should apply to the planning department, and County could issue the move on permit for the mobile home with the written understanding that if this did not go through, the mobile home would have to be removed.

Mr. McPherson stated that the Wilson Family wanted to get conceptual agreement from the Board on the issue presented and that the Board wouldn’t have a problem with Staff moving forward issuing a move on permit, as long as the Wilson’s sign an agreement that states if for some reason this doesn’t pass, the mobile home will have to be removed. Board agreed.

Sheriff’s Budget Appeal: At this time, Chairman Durden addressed the issue of the Sheriff’s Budget Appeal that was held in Tallahassee yesterday. He stated that the panel suggested that the Board and the Sheriff meet and come to a negotiation that everyone agrees on. Chairman Durden suggested the appointment of a committee made up of Mr. Gilliam, Mr. McPherson, Mr. McQueen and he to meet and determine what type of negotiations are possible and bring recommendations back to the March 19th’s meeting for the Boards approval.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to authorize the Chairman and Staff to meet with the Sheriff on negotiations. Motion carried unanimously.

Public Safety

Additional Job Description – Paramedic/Firefighter Position: Mr. McQueen presented the issue of the Job Description for a Paramedic/Firefighter position. Mr. McQueen explained the benefits of this position.

Motion made by Commissioner Kenrick Thomas seconded by Commissioner Tommy Langford to approve the Job Description on the position of Paramedic/Firefighter. Motion carried unanimously.

SAFER Grant: Mr. McQueen also stated that he would like to submit/apply for the Staffing Grant for Fire, for five positions. Mr. Perez, Director of Public Safety, stated that the SAFER Grant (Staffing for Adequate Fire and Emergency Response) doesn’t only fund the salaries, but also all the benefits including the costs of recruitment, training, and training equipment.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve permission to apply for Staffing Grant for Fire. Motion carried unanimously.

EMS Truck Purchase Plan: Mr. McQueen asked that the action be taken to allow Finance to obtain quotes for the financing up to \$300,000.00 for the new truck purchase. The quotes and bids will be presented at the next meeting for Boards approval or not.

Motion made by Commissioner Kenrick Thomas seconded by Commissioner Tommy Langford to approve the request for financing to obtain quotes for financing the purchase of a new EMS truck. Motion carried unanimously.

50/50 Grant with the Forestry Service: Mr. McQueen stated that the 50/50 grants that were applied for with the Forestry Service have been awarded and requests the Board accept the grants. Mr. Perez reminded the Board that the grants will allow us to lower our expenses, although the funding for the

purchase of the Skid Loader, two brush trucks, radios and the Code Red System had already been budgeted, the Forestry Service will fund 50% of these expenses.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve the request for permission to accept the 50/50 grant awards with the Forestry Service. Motion carried unanimously.

Time Certain

RFQ Presentations for Construction Management for Emergency Operations Center

Mr. McPherson, County Attorney explained the process of voting and how the votes would be ranked to the Board: each Commission member will assign an “item score” of 0 to 20 to each criterion. The corresponding weight for ranking factor will then be multiplied by the assigned item score to arrive at the sub-total score. The sub-total scores will then be added to determine the total score. The total scores from each member will be added together to arrive at the overall total score. The final ranking will be based upon the highest overall total scores.

The following Request for Qualification’s (RFQ’s) was presented to the Board for Construction Management Services for the Emergency Operations Center:

- **2:00 p.m.; Mandese/White Construction, Inc:** Mr. Joey Mandese, Principal in Charge and Mr. Joe White, Senior Project Manager presented their companies qualifications for Construction Management Services for the Emergency Operations Center to the Board. After the presentation the floor opened for discussion.
- **2:40 p.m.; M.M. Parrish Construction Company:** Mr. Bill Pearson, Pre-Construction Manager and the team from M.M. Parrish Construction Company, Lloyd Whann (Operations), Michael Walsh (Executive Review), Bill Thompson (Safety/M.E.P.), Ryan Parker (Project Manager), Anthony Messina (Superintendent –T), and Jimmy Williams (Superintendent-B) presented the qualifications of M.M. Parrish Construction Company for the Construction Management Services on the Emergency Operations Center project. Upon conclusion of their presentation the floor opened for discussion with the Board.
- **3:20 p.m.; The Alexander Group LLC:** Mr. Lloyd Kelly, President/Principal in Charge and Mr. Brian McGee, Project Manager, presented the qualifications of The Alexander Group LLC for Construction Management Services for the Emergency Operations Center project and concluded with discussion from the Board.

After all the presentations were made the Board took a short break to calculate the rankings. Mr. McPherson presented the following results of the presentations made for the Construction Management Services for the Emergency Operations project:

1. The Alexander Group LLC
2. M.M. Parrish Construction Company
3. Mandese/White Construction, Inc.

Mr. McPherson stated that The Alexander Group LLC will be contacted tomorrow to begin contract negotiations.

County Administrator’s Report

Knuckle Boom Loader/Solid Waste Department: Mr. McQueen presented an emergency purchase of a replacement head for the loader at the Solid Waste Department; the funding for this emergency purchase from sole source provider from Prentice Loader out of Perry, Florida in the amount of **\$11,500.00.**

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve the emergency purchase of a replacement head from Prentice Loader, in the amount of \$11,500.00 for the loader at the Solid Waste Department. Motion carried unanimously.

Time Certain

RFQ Presentation for Construction Manager Services for the Jail: Mr. McPherson stated that he had asked Peter R. Brown Construction, Inc. to come and do a short presentation for Construction Management Services for the jail. Mr. Bobby Fickett, Business Development and Mr. Scott Brewer, Vice President of Operations with Peter R. Brown Construction, Inc. presented a short review of the qualifications they have to offer for Construction Management Services for the jail project. Peter R. Brown Construction was the only bid received for the RFQ.

Mr. McPherson asked the Board for direction on moving forward to negotiate a contract with Peter R. Brown Construction, Inc. on the Construction Management Services of the Jail project.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to instruct the County Attorney to negotiate a contract for Construction Management Services for the new jail with Peter R. Brown Construction, Inc. Motion carried unanimously.

Clerk's Report

Court Facilities Purchases: Mr. Gilliam presented the request for purchases that will be purchased out of Court Facilities Trust Fund Money for the new Judicial Complex court facilities as follows:

- Flags for Courtroom.....\$200.00

Motion made by Commissioners D. Ray Harrison, Jr. seconded by Commissioner Sharon Langford to approve the purchase out of Court Facilities Trust Fund for two flags, poles and stands in the amount of \$200.00 for the new courtrooms. Motion carried unanimously.

- Appliances for Judges Chambers (2 refrigerators & 2 microwaves).... \$500.00

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve the purchase of appliances (two refrigerators and two microwaves) for chambers, in the amount of \$500.00 to be funded out of Court Facilities Trust Fund. Motion carried unanimously.

- Shades for 21 windows..... not to exceed \$19,000.00

Motion made by Commissioner D. Ray Harrison, Jr. seconded by Commissioner Kenrick Thomas to approve the purchase of shades for 21 windows, not to exceed \$19,000.00 from Court Facilities Trust Fund. Motion carried unanimously.

The Alexander Group LLC: Mr. Gilliam presented the following requests from the Alexander Group:

- Pay Request #18.....\$76,558.36

Motion made by Commissioner Tommy seconded by Commissioner Sharon Langford to approve Pay Request #18 to The Alexander Group LLC in the amount of \$76,558.36. Motion carried unanimously.

- COR #11, Card Readers for Vehicle Sally Port.....\$4,355.07

Motion made by Commissioner Tommy Langford seconded by Commissioner D. Ray Harrison, Jr. to approve COR #11, for card readers for Vehicle Sally Port in the amount of \$4,355.07 to The Alexander Group. Motion carried unanimously.

- COR #12, Intercom/Door Control at Rooms A103 & A113..... \$1,132.00

Motion made by Commissioner Kenrick Thomas seconded by Commissioner Tommy Langford to approve COR #12, Intercom/Door Control at Rooms A103 & A113 in the amount of \$1,132.00 to The Alexander Group. Motion carried unanimously.

County Administrator's Report

Solid Waste

Amnesty Days and Toxic Waste Round-Up: Gilchrist County Toxic Round-Up will be held on Saturday, March 17, 2007, at two locations: 1) at the Solid Waste Transfer and Recycling Center in Bell from 9am-4pm and 2) at the City Park Picnic Shelter in Trenton from 10am-3pm.

The Gilchrist County Solid Waste Department will be collecting tires & appliances during the week of March 19th through March 31st known as "Amnesty Days for Tires & Appliances".

Motion made by Commissioner Sharon Langford seconded by Commissioner D. Ray Harrison, Jr. to approve the dates for Toxic Round-Up and Amnesty Days. Motion carries unanimously.

C&S Building Maintenance: Mr. McQueen presented the contract for C&S Building Maintenance for cleaning service for Board approval and for the Chairman to be allowed to sign.

Motion made by Commissioner D. Ray Harrison, Jr. seconded by Commissioner Sharon Langford to approve the contract for C&S Building Maintenance for cleaning services and allow the Chairman to sign. Motion carried unanimously.

Hart Springs; Building Materials for Bathhouse: Mr. McQueen presented a quote/purchase order from Gilchrist Building Supplies for building materials for the bathhouse at Hart Springs in the amount of \$8,912.00.

Motion made by Commissioner D. Ray Harrison, Jr. seconded by Commissioner Kenrick Thomas to approve the purchase order for Hart Springs bathhouse building materials in the amount of \$8,912.00 to Gilchrist Building Supplies. Motion carried unanimously.

County Road 344 Bids: Mr. McQueen presented the bids that were received for the County Road 344 project. There were only two bids received, Hipp Construction at \$745,910.84 and Anderson Columbia Company at \$915,126.99 with Hipp being the low bidder. Mr. Lee Mills, County Engineer made the recommendation to award the bid to Hipp Construction. He also suggested that the reflective markers also be placed on this road. As soon as he receives the contract he requests that the Chairman be allowed to sign.

Motion made by Commissioner Tommy Langford seconded by Commissioner Sharon Langford to approve the award of low bid in the amount of \$745,910.84 to Hipp Construction on the CR 344 project and to allow the Chairman to sign. Motion carried unanimously.

S.C.R.A.P. & S.C.O.P.: Mr. McQueen addressed the issue of the project eligibility for Gilchrist County under the Small County Road Assistance Program (S.C.R.A.P.) and the Small County Outreach Program (S.C.O.P.). The list of roads being considered will be discussed/reviewed at the next Road Committee Meeting and brought back to the Board at the March 19th's meeting for final decisions.

Suwannee River Water Management District: The SRWMD will be holding a meeting at Levy County Ag Center, in Bronson, on Thursday, March 15, 2007, at 7 p.m. on the minimum flows and levels (MFLs) for the Waccasassa River and Levy (Bronson) Blue Springs. Mr. McQueen wanted to make the Commissioners aware of this meeting if they should want to attend.

C.D.B.G.; Housing Assistance Plan (HAP); Approval for units that exceeded repair cost limits: Mr. McQueen presented the housing units that require repair costs in excess of the maximum allowable amounts. The HAP specifically identifies these amounts as \$15,000.00 for a single wide, \$20,000.00 for a double wide and \$25,000.00 for a site built home.

The following are the four (4) DW mobile/manufactured homes that are respectively in question:

- Mary Rain #16 Double Wide \$21,800.00

Motion made by Commissioner Sharon Langford seconded by Commissioner Tommy Langford to approve the excess overage from Mary Rain, CDBG, in the amount of \$1,800.00 up to the total amount of \$21,800.00. Motion carried unanimously.

- Susan Johnson #13 Double Wide \$21,200.00

Motion made by Commissioner Kenrick Thomas seconded by Commissioner Tommy Langford to approve the excess overage from Susan Johnson, CDBG, in the amount of \$1,200.00 up to the total amount of \$21,200.00. Motion carried unanimously.

- Raymond Jordan #10 Double Wide \$27,300.00

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve the excess overage from Raymond Jordan, CDBG, in the amount of \$7,300.00 up to the total amount of \$27,300.00. Motion carried unanimously.

- Wilton Philman #19 Double Wide \$32,347.00

Motion made by Commissioner Kenrick Thomas seconded by Commissioner Tommy Langford to approve the excess overage from Wilton Philman CDBG, in the amount of \$12,347.00 up to the total of \$32,347.00. Motion carried unanimously.

Transferring equipment from Fire Department to Road Department: Mr. McQueen asked the Board to take action on transferring the One (1) Ton Truck ('75 Ford) from Fire Station #4 to the Road Department.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve the transfer of the '75 Ford, One Ton Truck from Fire Station #4 to the Road Department. Motion carried unanimously.

Transferring equipment between Road Department and Solid Waste: Mr. McQueen requested that the Board approve the transfer of a Peterbilt single screw flat bed truck from the Road Department to the Solid Waste and an older Peterbilt twin screw truck from Solid Waste to the road Department. The transfer will benefit both departments.

Motion made by Commissioner Kenrick Thomas seconded by Commissioner Sharon Langford to approve the transfers of Peterbilt Trucks between the Road Department and Solid Waste. Motion carried unanimously.

Equipment transfer from Solid Waste to Maintenance Department: Mr. McQueen requested that the Board approve the transfer of the New Holland Skid Steer Loader to the Maintenance Department from the Solid Waste Department.

Motion made by Commissioner Kenrick Thomas seconded by Commissioner Tommy Langford to approve the transfer of the New Holland Skid Steer Loader from the Solid Waste Department where it no longer serves a purpose, to the Maintenance Department. Motion carried unanimously.

Road Department Report

Mr. Billy Cannon, Assistant Road Department Supervisor, presented the Monthly Townsend Pit Limerock Report as follows:

• District 1	01 Load
• District 2	00
• District 3	00
• District 4	07 Loads
• District 5	00
• Shop Stock Pile	23 Loads
• Solid Waste – 47	01 Load
• Hart Springs	<u>00</u>
Monthly Total	32 Loads

He explained that the number of loads is less than the normal because the rock crusher had been down. It has been repaired, that's why the loads are low.

Attorney's Report

Civil Infraction: Mr. McPherson stated that this issue needs to be discussed further, so not yet scheduled for adoption hearing.

The Board decided the \$100.00 fee that is collected will go to the Recreational Department instead of Adopt a River starting with the next batch of infractions that are collected.

Motion made by Commissioner Tommy Langford seconded by Commissioner D. Ray Harrison, Jr. to approve the request that the \$100.00 fees that are collected go to the Recreational Department instead of Adopt a River. Motion carried unanimously.

Clerk's Report

Water's Lake Fencing; Budget Transfer: Mr. Gilliam presented BE07-034, in the amount of \$7,489.00 for fencing at Water's Lake. There are no funds in the Parks/Recreation budget making it necessary to establish a line item from General Revenue to Parks/Recreation to fund this fencing project.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve the transfer of \$7,489.00 from General Fund Reserve to a new line item for Parks/Recreation for fencing at Water's Lake, BE07-034. Motion carried unanimously.

Davis Monk & Company; Billing FY 05/06: The progress billing for audit work completed on 2006 Annual Audit was presented for payment in the amount of \$30,000.00. Mr. Gilliam stated that this is part of the annual audit for the Board of County Commissioners.

Motion made by Commissioner D. Ray Harrison, Jr. seconded by Commissioner Tommy Langford to approve the payment in the amount of \$30,000.00 to Davis, Monk & Company for the annual audit. Motion carried unanimously.

Suwannee River Economic Council, Inc.: The Suwannee River Economic Council requested that a letter of support be drafted for reference to an application they will be forwarding for a grant. The Council provides a Weatherization Program for Gilchrist County. Mr. Gilliam recommends the Board provide a letter of support and to allow the Chairman to sign.

Motion made by Commissioner Sharon Langford seconded by Commissioner D. Ray Harrison, Jr. to approve the letter of support and to allow the Chairman to sign. Motion carried unanimously.

Dixie County Inmate Housing: Sheriff Turner submitted the first invoice for payment of the housing of overflow for Gilchrist County inmates with the Dixie County Sheriff's Office for the month of February, 2007, in the amount of \$3,234.00. Mr. Gilliam asked for authorization for finance to pay invoice.

Motion made by Commissioner D. Ray Harrison, Jr. seconded by Commissioner Tommy Langford to approve payment to the Dixie County Sheriff's Office in the amount of \$3,234.00 for the housing of Gilchrist County inmates. Motion carried unanimously.

Time Certain:

Ordinance 07-03; Recreational Vehicles: At this time, the Board would not be taking any action on Ordinance 07-03 due to the date was noticed incorrectly. The ordinance will be noticed to be heard at a future meeting. The floor was opened for Public Comments only.

There were a few concerned citizens present, Mr. Charlie Pope and Mrs. Meveree Pope, who participated in public discussion. Mr. McQueen and Mr. McPherson discussed and reviewed the ordinance. The adoption for Ordinance 07-03 will be advertised to be heard at the April 2nd meeting.

Suwannee Valley League; Todd Bryant: Mr. Bryant asked for the Board's assistance in helping with grader work, leveling clay, and adding a turn off from CR 307 to access the ball park.

Motion made by Commissioner D. Ray Harrison, Jr. seconded by Commissioner Sharon Langford to assist Suwannee Valley League with grading and driveway and waive fee for permit. Motion carried unanimously.

Commissioner Reports

Commissioner Kenrick Thomas: None

Commissioner Tommy Langford: None

Commissioner D. Ray Harrison, Jr.: Thursday, March 8th at 8:00 a.m., he and Mr. McQueen and anyone else that would like to attend, will be meeting with Commissioner Lee Pinkenson from

Alachua County, at the Alachua County Line, to suggest a proposal in reference to County Line Road, Roy Langford's road going south, in maybe joining a partnership to do this project.

Commissioner Sharon Langford: She addressed the issue of Firefighter Appreciation Day, April 14th. She asked the Board what they wanted to do as far as cooking. It was suggested to cook hamburgers and hot dogs and serve sides baked beans, coleslaw and drinks at the Trenton Park from 10 a.m.-2 p.m. for about 200-250 people.

Commissioner Randy Durden: None

Old Business: None

New Business: None

Public Participation: None

Adjourned

There being no further business, Chairman Randy Durden adjourned the meeting at 5:58 p.m.

APPROVED:

Randy D. Durden, Chairman

ATTEST:

Joseph W. Gilliam, Clerk