

**MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF
COUNTY COMMISSIONERS HELD JUNE 18, 2007.**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a **Regular Meeting** on Monday, June 18, 2007 at 4:00 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 Randy Durden, Chairman
Commissioner Tommy Langford, Vice Chairman
Commissioner Kenrick Thomas
Commissioner Sharon A. Langford (not present)
Commissioner D. Ray Harrison, Jr.

Others in attendance

John McPherson, County Attorney, Jacki Johnson, Finance Director, Patty McCagh, Board Secretary, Ron McQueen, County Administrator, John Ayers, Gilchrist County Journal, Justin Watson, Road Department Supervisor, Captain Tony Cruse, Sheriff Turner, Charlie Perez, Public Safety, Billy Cannon, Road Department Assistant Supervisor, Lee Schaltenbrand, Linda Walker, EMS, Linda & Philip Rickman, The Rickman Partnership, Terry and Rhonda Adkins, Blakely Bruce, CRA Architects, Scott Brewer & David Miller, Peter R. Brown Construction, and Lloyd Kelly & Jared A. Vincent, The Alexander Group.

Call to Order

Chairman Randy Durden called the meeting to order at 4:03 p.m. with Commissioner Kenrick Thomas delivering the invocation and Commissioner Tommy Langford leading the pledge of allegiance.

Chairman Durden informed the Board that Mr. Gilliam would not be present at today's meeting that he is attending the Clerk's Conference in Orlando and that Commissioner Sharon Langford is in Washington D.C. with her daughter.

Agenda Changes

Ms. Jacki Johnson, acting Clerk presented the following agenda changes:

1. Addition: Jail Schematic Review and Estimated Cost; Peter R. Brown Construction

Mr. McQueen, County Administrator presented the following agenda changes:

2. Addition: Letter from Florida Communities Trust
3. Addition: Request to Board for the transfer of Impact Fees

Motion made by Commissioner Tommy Langford seconded by Commissioner Harrison to accept the agenda as presented with changes noted. Motion carried 4-0.

Consent Agenda

- **Approval of Minutes**

Regular Meeting
Regular Meeting

May 07, 2007
May 21, 2007

- **Suwannee Valley League, Inc.**

Request for budgeted funds FY2006-2207	\$30,000.00
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- **The Rickman Partnership, Inc.**

Payment Request, invoice #3, Public Safety Complex	\$18,492.18
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- **Approval of Budget Entries**

BE07-052, Fund 001, General Fund	\$490.00
BE07-054, Fund 001, General Fund	\$250.00
BE07-055, Fund 301, Capital Outlay	\$48,259.00
BE07-056, Fund 001, General Revenue	\$34,779.00

- **Levy County BOCC**

Invoice for Administrative Assistant I Salary 10/01/06-09/30/07	\$8,490.67
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Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to accept Consent Agenda as presented. Motion carried 4-0.

County Administrator's Report

Presentation for Approval on Emergency Operation Center: Mr. McQueen presented the cost and design for the new EOC. He stated that there were several cut backs to bring the design down to fit the funds that were budgeted for this project.

Mr. Rickman, The Rickman Partnership and Mr. Lloyd Kelly, The Alexander Group, LLC were present to review the design and cost cut backs with the Board.

With the increase in the grants and additional funds from Fire, Safety, and EMS Departments the funds needed to build the EOC are available and budgeted to fund the total project figure of \$1,635,635.00 projected by Mr. Kelly for this project.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to move forward on the EOC project, not to exceed the guaranteed maximum price of \$1,635,635.00. Motion carried 4-0.

In addition, the project total cost for the EMS Trenton Facility is \$226,655.00. This is a separate project but will be executed under the same contract as the EOC by The Alexander Group, LLC.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to proceed with the EMS Trenton Facility with the guaranteed maximum price of \$226,655.00. Motion carried 4-0.

Jail Schematic Review and Estimated Cost; Peter Brown Construction: Mr. Scott Brewer, with Peter R. Brown Construction, Inc. updated the Board on the meetings that were held pertaining to the new construction of the Gilchrist County Jail and the schematic budget estimate.

Blakely Bruce, CRA (Architect) explained the design cut backs of the administration space which would increase bed space.

Mr. Brewer and Mr. Bruce explained in detail the schematic scheme designed to meet the need of budgeted funds for this project. Mr. Brewer stated that the figure of **\$7.4 million** would be the number for the **cost of construction** to build the jail as requested.

Morgan, Keegan & Company: Ms. Johnson addressed the issue of Jail Revenue Bonds. She presented three (3) different scenarios for an \$8.5 MM project fund – with amortizations for a 20, 25 and 30 year plans provided by Morgan, Keegan & Company.

Mr. McQueen stated that the committee had discussed the need for federal inmate housing; however, you cannot pledge that revenue for bond repayment. Once the jail is built the Sheriff can make the inmate beds available and possibly offset costs of bond repayment and operations.

Sheriff Turner addressed the Board and explained that there are other programs that are looking for space to house their inmates and that there can be no commitment for funding until the jail is 80-90% complete.

Chairman Durden stated that the number of inmates for Gilchrist County alone keeps going up and isn't sure that there will be room enough to house any additional inmates even with the increase in beds. At this time, it just doesn't seem feasible counting on additional inmate housing to produce revenue to reduce the time period of the principal balance. He also stated that there is a concern with what is going to happen with the property tax reform and the way it will impact the County Budget.

The Board agreed to postpone the new jail project until the State Legislature has made a final decision on the property tax reform and how it will impact the county budget. It was recommended by the Board that the Public Safety Committee meet and determine alternatives for funding for the new jail project and housing jail inmates until the full effect of tax reform is known.

Motion made by Commissioner Harrison seconded by Commissioner Kenrick Thomas for the Public Safety Committee to reconvene and determine any alternatives that may be available until we see what type of revenues that are actually going to happen in the upcoming year.

Mr. Brewer stated that he is trying to show due diligence by not asking the Board to accept a jail project in the amount of \$6.7 million knowing that the county would out grow a jail that was constructed at that price, that's why they presented the best options available. He asked what dollar amount the Board will be shooting for and that out of consideration the possibility of moving forward only with releasing CRA with the design.

The Board feels the design presented is the best option and that no more time or money should be spent on the design. A clearer picture needs to be determined including the twelve new hires that would be needed to staff the new jail. But at this time, it comes down to how the project is going to be funded, taking into consideration the property tax reform.

Motion carried 4-0.

County Administrator's Report

Impact Fees; Jerry Yates: Mr. McQueen presented the request of Jerry Yates to transfer impact fees and an expired building permit to a modular home. The Board had agreed to hear this type of issue

on case-by-case basis. Mr. McQueen explained that Mr. Yates had submitted plans for a site built home, paying the impact fees and for a building permit, but wasn't able to begin any construction. Mr. Yates is now asking if he can put in a mobile home on the site were he was going to build using the impact fees that he has already paid and inquire on the status of the building permit. Mr. McQueen suggested that Mr. Yates be granted the old impact fee but that he pays for new permits for his modular home because the previous permits have expired.

Motion made by Commissioner Harrison seconded by Commissioner Tommy Langford approving the acceptance of the impact fees for Jerry Yates at the old rates. Motion carried 4-0.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to deny the request to waive building permits fees for Jerry Yates due to the expiration of the original permits. Motion carried 4-0.

Rhonda and Terry Akins; Lot Split Request: Mr. McQueen addressed the request of Terry and Rhonda Akins of a lot split on some newly purchased property. Ms. Akins explained to the Board how the property lines run at this time and how they would like for them to be split. Ms. Akins requested that a variance be granted instead of trying to negotiate with neighbors to sell a piece of a parcel to obtain the required acreage for a lot split. Mr. McPherson, County Attorney, and Mr. McQueen, County Administrator were directed to meet with the Akins' to make suggestions on how to follow proper policy procedures to acquire approval for the property split.

Road Department Report

Monthly Townsend Pit Limerock Report: Mr. Justin Watson, Road Department Supervisor, presented the limerock report for the month of May 2007 as follows:

• District 1	9	Loads	
• District 2	7	Loads	
• District 3	93	Loads	
• District 4	89	Loads	
• District 5	34	Loads	
• Shop Stock Pile	22	Loads	
• Solid Waste – 47	<u>49</u>	<u>Loads</u>	
	303	Loads	Monthly Total

Request to post Speed Limit Signs: Mr. Watson presented the request to post 30 mph speed limit signs at the following locations:

- NW 50th Street from SR 129 to the end for a total of 2 miles (residential-30 mph sign posted)
- NW 22nd Court from NW 50th Street to NW 72nd Place for a total of 2.25 miles (non-residential-no sign posted)

Motion made by Commissioner Harrison seconded by Commissioner Kenrick Thomas to post speed limit as stated in state law 30 mph for residential, on NW 50th Street from SR 129 to the end for a total of 2 miles and leave as is on NW 22nd Court from NW 50th Street to NW 72nd Place for a total of 2.25 miles. Motion carried 4-0.

Mr. McPherson, County Attorney, provided a reminder of what the definition of the term "residential area" is: that the property on the road for a distance of 300' or more is in the main improved with residences or residences and buildings used for business.

Fuel Depot Update: Mr. Watson updated the Board on the progress of the Fuel Depot. At this time, it is operating, not up to 100% and within the next week the key situation should be complete.

County Administrator's Report

Public Safety

Ambulance Bid Recommendation: Mr. Perez presented three (3) bids that were received for the purchase of two (2) new ambulances. The bids that were received are as follows:

- | | | |
|--------------------|--------------|---------------------|
| • Braun Industries | \$355,022.00 | (\$177,511.00 each) |
| • Wheeled Coach | \$375,700.00 | (\$187,850.00 each) |
| • Osage Industries | \$328,880.00 | (\$164,440.00 each) |

Mr. Perez stated that it was the recommendation of the Ambulance Committee that the bid award be given to Braun Industries because they were the only manufacturer that met the total bid specifications with no exceptions.

The funding for these purchases was described as follows: the amount of \$100,000.00 would be expended from the 2007/2008 budget, with the remaining amount of \$255,022.00 set up into three (3) yearly loan installments of \$85,007.00 over three (3) consecutive budget years, beginning in 2008/2009 budget.

Mr. Perez stated that the reason the lowest bid, which was Osage Industries, in the amount of \$328,880.00, was not recommended due to the fact that the bid they submitted was a non responsive bid.

Motion made by Tommy Langford seconded by Kenrick Thomas to accept the bid and recommendation on the repayment on two (2) ambulances from Braun Industries. Motion carried 4-0.

Fire Truck Bid Recommendation: Mr. Perez presented the only bid that was received for the purchase of a fire truck. He recommends that the award for the fire truck be awarded to KME Fire Apparatus. He stated that they were the only responsible, responsive bidder to bid on the truck. The award would be for a total of \$249,844.24.

The grant for the purchase of the fire truck is in the amount of \$249,000.00 and a match of 5% is required on our part and has already been budgeted for this purchase.

This truck will be stationed in Bell at Station #1.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to accept bid from KME Industries, the only bid received on the fire truck, in the amount of \$249,844.24. Motion carried 4-0.

Part Time Fire Fighter Policy: Mr. McQueen asked the Board to review the policy at this time while he waits on comments from Mr. Grogan. Chairman Durden recommended that the implementation include the Chairman of the Board; the policy should read as follows once correction has been made: Initiation of use of part-time firefighters will occur at the recommendation of the Public Safety Director with the approval of the County Administrator and Chairman of the Board of County Commissioners.

Chairman Durden also requested that when an emergency takes place in the county, for example the Watson Fire that he be notified by Public Safety. Mr. Perez said he would make sure that the commissioners are notified of any emergency within the county.

DSI Bill: Mr. McQueen presented an invoice from Disasters, Strategies & Ideas Group, LLC (DSI) for Terrorism Annex Update in the amount of \$9,000.00 for Emergency Management.

Motion made by Commissioner Kenrick Thomas seconded by Tommy Langford to approve the \$9,000.00 to the DSI Group for reimbursement. Motion carried 4-0.

Emergency Management Fund Closeout: Mr. McQueen explained that every year in the Emergency Management budget that all of the funds have to be expended. He explained that at the end of the year these funds are usually spent on equipment, with the Chairman of the Board's approval. Funds have been identified that are available and wish to spend them on things for the new EOC. At this time, there are two (2) items: site prep and a generator being considered for purchase.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to authorize Chairman to approve the expenditure of funds for Emergency Management for close out this year. Motion carried 3-1, with Commissioner Harrison voting NO.

Windstream Phone System for the EOC: Mr. Perez asked for permission to negotiate with Windstream for phone system for the EOC and bring back proposal for approval. Board agreed.

Fire Truck Repair: Mr. Perez presented a quote for body damage/repair for the tanker at Station #1, in the amount of \$4,990.00. It appeared that the purchase order had been altered on the total amount line. When this alteration was questioned, Mr. Perez stated that he didn't think the \$5,000 could be authorized by Mr. McQueen. By altering the purchase order Chairman Durden stated that it looked like the purchase order system was trying to be circumvented. Mr. Perez stated that was not the intention at all, that he was under the impression that if a purchase order was \$5,000 or more that there had to also be two (2) proposals. Mr. Perez stated that his intent was to avoid having to get three proposals.

Motion made by Commissioner Harrison seconded by Commissioner Kenrick Thomas to get three (3) proposals for the repair of body damage for tanker at Station #1. Motion carried 4-0.

Building Department

Vehicle Purchase for Building Department: Mr. McQueen explained the vehicle situation at the Building Department. He stated that he had spoke with the Clerk and decided to bring this to the Board to recommend the purchase of two (2) trucks in this budget year. Mr. McQueen stated that these trucks would be similar to those used by the property appraiser's office. He also stated that the total cost for these two (2) trucks would be \$31,982 on State Contract and that if we don't provide for them in this budget year it could be a problem in the future.

The funding for this purchase will be out of General Fund Reserve.

Motion made by Commissioner Kenrick Thomas seconded by Commissioner Tommy Langford to approve the purchase of two (2) trucks on state bid to be funded out of General Fund Reserve in the amount of \$31,982. Motion carried 4-0.

Fire Inspector Report: Mr. McQueen presented the issue of the county fire inspector. The County did have a contracted fire inspector but he has since retired. Mr. McQueen informed the Board of the need for a Fire Inspector. He stated that in the past we have accomplished this two different ways, 1) we've contracted with somebody and paid for inspections as needed or 2) sent the building official to school for certification. Chairman Durden stated that we need to contract with someone until we can get somebody certified.

Solid Waste

Reimbursement Funds for the Cooperative Hazardous Waste Collection: Mr. McQueen presented the bill from Alachua County Environmental Protection Department requesting reimbursement for funds for the cooperative hazardous waste collection for Gilchrist County in the amount of \$2,875.06.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve the reimbursement funds for Cooperative Hazardous Waste Collection Gilchrist County/Alachua County in the amount of \$2,875.06. Motion carried 4-0.

Request to Waive Dumping Fees for Road Department: Mr. McQueen presented a request to waive fees for solid waste disposal for the Road Department for the months of October/December 2006 and January/February 2007.

He also requested that the Board set a policy that there is no future fees charged for solid waste disposal made by the Road Department.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to waive the fees for Road Department and that no future fees will be charged for the disposal of solid waste by the Road Department. Motion carried 4-0.

Hart Springs

Approve Residuals Contract for Permit Approval: Mr. McQueen presented two (2) contracts from American Pipe and Tank for removal of residuals from the Hart Springs Wastewater Treatment Plant. He stated that these contracts are contingency plans for the residuals from the treatment process and that FDEP needs them to incorporate into the permit.

Motion made by Commissioner Kenrick Thomas seconded by Commissioner Tommy Langford to approve the two (2) contracts from American Pipe and Tank for the removal of residuals from the Hart Springs Wastewater Treatment Plant, as per Mills Engineering Company and authorizing the Chairman to sign. Motion carried 4-0.

Casual Summer Employment: Mr. McQueen presented confirmation from Attorney Mike Grogan that hiring the daughter of a current staff member for limited summer employment at Hart Springs is stated that such casual, temporary employment is not in violation of the County's Nepotism Policy.

S.H.I.P. Loan Review Committee Recommendations: Mr. McQueen presented for approval the following recommendations of the S.H.I.P. Loan Review Committee **subject to the availability of S.H.I.P. funds:**

- Mervin Eli Hines Very Low Income \$40,000.00 New Construction

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve the S.H.I.P. loan in the amount of \$40,000.00 to Mervin Eli Hines. Motion carried 4-0.

- Rachelle Gosselin Low Income \$29,000.00 New Construction

Motion made by Commissioner Kenrick Thomas seconded by Tommy Langford to approve the S.H.I.P. loan in the amount of \$29,000.00 to Rachelle Gosselin. Motion carried 4-0.

- Thomas & Janet Bass Moderate \$21,500.00 Rehabilitation

Motion made by Commissioner Kenrick Thomas seconded by Tommy Langford to approve the S.H.I.P. loan in the amount of \$21,500.00 to Thomas & Janet Bass. Motion carried 4-0.

Subordination Request

- Rutter-Lewis, James & Serena Fixed Rate & Lower Interest Rate

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve the Subordination Agreement for James Rutter & Serena Lewis for a Lower Interest Rate. Motion carried 4-0.

Attorney's Report

Transportation Corridor Protection: Mr. McPherson asked the Board for a continuance until first meeting in July at 3:00 p.m. due to uncontrollable circumstances with the map. Board agreed.

Land Development Code Glitch Ordinances: Mr. McPherson stated that both ordinances will be noticed for adoption hearing at the July mid-month meeting.

Agricultural Sludge Disposal: Mr. McPherson stated that this ordinance will be noticed for adoption hearing at the July mid-month meeting.

Mr. McPherson stated that at the first meeting in July that there will be three (3) ordinances that are land use amendments.

New Jail: Discussed earlier during the meeting.

Rolling Oaks Special Assessments Project: Mr. McPherson inquired if the bids on the Rolling Oaks Special Assessment project have been received. Mr. McQueen updated the Board on the status of the project. He stated that Mr. Mills was ready to go to bid but after checking with the contractor and the person who originally gave the numbers, there was a disparity between what he thought it would cost and the contractor who gave the numbers. Mr. Myers was contacted, he was out of town and suggested that we hold off until he returns and talks with both Mr. Mills and the contractor who originally gave him the numbers before the project move forward.

Clerk's Report

Ms. Jacki Johnson, acting Clerk presented the following report.

Court Administrations request for four (4) telephone lines: Ms. Johnson presented the request for four (4) telephone lines for some of the new offices in the courthouse that cannot share lines because

of the nature of the proceedings taking place in those rooms. The four (4) rooms are as follows: Court Reporting monitoring Room, Mediation Room, Hearing Officers Office, and Court Services (Pro Se/Probation, shared office space).

Funding for this project will come out of Courthouse Operations. An exact dollar amount is not known at this time. Ms. Johnson is asking the Boards approval to be allowed to move forward with the request to have these four telephone lines installed. She stated that we are obligated to provide communications for court services.

Motion made by Tommy Langford seconded by Kenrick Thomas to approve request for four (4) telephones. Motion carried 4-0.

Approval of Corrections to FY2006 Tax Roll and County Owned Tax Certificates: Ms. Johnson presented the corrections as follows:

- Attachment "A" – Personal Property \$-833.21
- Attachment "B" – Real Property \$-34,430.33
- Attachment "C" – County Owned Property \$48,451.48

Ms. Johnson explained that each year there is an adjustment made by the tax collector for these three (3) items.

Motion made by Commissioner Tommy Langford seconded by Commissioner Harrison to approve the corrections to the FY2006 Tax Roll and County Owned Property. Motion carried 4-0.

Akins Heating & Air Purchase Order: Ms. Johnson stated that due to lightning on June 9, 2007, two (2) air condition units at the library and one (1) at the courthouse need to be replaced. She presented a proposal from Akins Heating & Air Conditioning for three units at \$2,500.00 each. She stated that the deductible is more than these items would be.

Motion made by Commissioner Kenrick Thomas seconded by Tommy Langford to approve the purchase of three(3) AC Replacements, one (1) at the Courthouse and (2) at the Library in the amount of \$7,500.00 from Akins Heating & Air Conditioning. Motion carried 4-0.

Anderson Columbia; Pay Request #5, CR 337: Ms. Johnson presented Pay Request #5 in the amount of \$74,316.74 to Anderson Columbia, Inc., for work performed on financial project 418643-3-58-01 (CR 337) for the period of 4/1/07 through 5/31/07. Request has been approved by Lee Mills.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve Pay Request #5 to Anderson Columbia for CR 337 project, in the amount of \$74,316.74. Motion carried 4-0.

BE07-053 Adjustment: Ms. Johnson presented BE07-053, Budget Adjustment for Architect Fees for the Emergency Operations Center in the amount of \$52,000.00.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve BE07-053 in the amount of \$52,000.00. Motion carried 4-0.

Dixie County Inmate Housing Invoice: Ms. Johnson presented an invoice for inmate housing in the amount of \$6,222.74 for the month of May 2007 to the Dixie County Sheriff's Office.

Motion made by Commissioner Kenrick Thomas seconded by Commissioner Tommy Langford to approve invoice for inmate housing for the month of May 2007, in the amount of \$6,222.71 to the Dixie County Sheriff's Office . Motion carried 4-0.

North Florida Economic Development Partnership Membership Request: Ms. Johnson presented a request for a membership fee in the amount of \$100.00 for the Board.

The Board of County Commissioners DENIED the membership request, in the amount of \$100.00, for North Florida Economic Development Partnership. The Board will consider in FY08 budget process.

Commissioners Reports

Commissioner D. Ray Harrison, Jr.: None noted.

Commissioner Tommy Langford: Commissioner Langford addressed the issue of the Synergy Corporation addressing the Board on consulting on local projects the county would like to carry out. Mr. McQueen stated that someone from Synergy would be here before the Board on July 5th.

Commissioner Kenrick Thomas: Requested ordinance regarding shooting in subdivisions be drafted. NO action taken.

Commissioner Randy Durden: None noted.

Commissioner Sharon Langford: Not present.

Old Business: None noted.

New Business: None noted.

Public Participation: None noted.

Adjourn:

There being no further business, Chairman Durden adjourned the meeting at 7:13 p.m.

Approved:

Attest:

Randy D. Durden, Chairman

Joseph W. Gilliam, Clerk