

**MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF
COUNTY COMMISSIONERS HELD AUGUST 20, 2007.**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a **Regular Meeting** on Monday, August 20, 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
Commissioner D. Ray Harrison, Jr.

Others in Attendance

John McPherson, County Attorney, Jacki Johnson, Finance Director, Joseph W. Gilliam, Clerk, Patty McCagh, Board Secretary, Ron McQueen, County Administrator, John Ayers, Gilchrist County Journal, Justin Watson, Road Department Supervisor, Billy Cannon, Assistant road Department Supervisor, Charlie Perez, Public Safety, Ron Mills, Emergency Management, Diane Rondolet, Code Enforcement, Stacey Winfield, County Planner, Linda Walker, EMS, Marilyn Bruce, Tax Collector, Pat Fisher, Solid Waste, Captain Tony Cruse, GCSO, and Lee Schaltenbrand.

Call to Order

Chairman Randy Durden called the meeting to order at 4:01 p.m. with Commissioner Tommy Langford delivering the invocation and Commissioner Kenrick Thomas leading the pledge of allegiance.

Agenda Changes

Mr. Gilliam, Clerk presented the following agenda changes:

1. Clerk's fees on County Ordinances
2. County Agent requests permission to decorate courthouse lawn in October for 4-H projects
3. Surplus Property: Joan Faye Walker's courtroom chair
4. Medical Examiners Contract renewal, effective 10-01-07
5. Emergency generator; EOC under bid \$42,912.00
6. FY2007-2008 Budget Update

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

7. Comprehensive Economic Development Strategy Report
8. Equipment for the EOC

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

Budget Adjustments

- BE07-072, Fund 001, General Fund.....\$26,595.00
- BE07-073, Fund 001, General Fund.....\$ 2,050.00
- BE07-074, Fund 001, General Fund..... \$ 5,900.00
- BE07-075, Fund 434, Solid Waste..... \$23,256.00

Approval of Minutes

- Regular Meeting..... June 18, 2007

Motion made by Commissioner Sharon Langford seconded by Commissioner Tommy Langford to approve the Consent Agenda as presented. Motion carried unanimously.

Time Certain

Marilyn Bruce, Tax Collector: Ms. Bruce requested a transfer of funds in the amount of \$6,000.00 be transferred out of Capital Outlay and Operating Expenses into Personal Expenses.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve the transfer request from Capital Outlay and Operating Expenses into Personal Expenses. Motion carried unanimously.

County Administrator’s Report:

Public Safety

EMS Vehicles: Mr. McQueen stated that Linda Walker has pulled all work orders on the Ford ambulances for work that was performed that qualified for “Lemon Law”. Paper work has been submitted in the allotted time. We should hear something back within 60-90 days.

Update on Temporary EMS Site: Mr. Perez updated the Board on the temporary site for the Trenton EMS.

EOC Update: Mr. Perez updated the Board on the progress of the new EOC. He stated that Mr. Mills went to Tallahassee to submit the paper work and was directed not to start any foundation work until the contract is in hand. It should be about two weeks before we are cleared to start work.

Equipment for the EOC: Mr. Mills presented a quote for electronics for the new EOC in the amount of \$9,996.95 Global.

Motion made by Commissioner Harrison seconded by Commissioner Kenrick Thomas to approve the expenditure of \$9,996.95 from GLOBAL for electronics for the new EOC. Motion carried unanimously.

Clerk's Report

Bids on Emergency Generator: Mr. Gilliam presented three quotes for Board consideration for an Emergency Power Generator for the courthouse. The quotes received are as follows:

• Ring Power	Less Tax	\$48,728.00
• Heritage	Less Tax	\$65,299.00
• Hines	Less Tax & Slab	\$55,165.00

Motion made by Commissioner Harrison seconded by Commissioner Sharon Langford to accept the low bid in the amount of \$48,728.00 for the Emergency Power Generator from Ring Power as long as they send in the Indemnification Agreement. Motion carried unanimously.

County Administrator's Report

Generator for the EOC: Mr. Ron Mills requested the purchase of a generator for the new Emergency Operations Center with a quote from Ring Power in the amount of \$42,912.00. This quote would piggy back off of the current bid for the courthouse generator.

Motion made by Commissioner Sharon Langford seconded by Commissioner Tommy Langford to approve piggy back on Ring Power bid for a generator in the amount of \$42,912.00 for the Emergency Operations Center. Motion carried unanimously.

911 Database/ Coordinators Meeting: Mr. McQueen requested permission for travel to attend the Florida 911 Coordinators' Meeting on October 23rd and the Florida NENA Database Group Meeting on October 24th at the World Golf Village in St. Johns County.

Motion made by Commissioner Kenrick Thomas seconded by Commissioner Tommy Langford to approve travel for Mr. McQueen on October 23rd & 24th to the 911 Database/Coordinators Meeting in St. Johns County. Motion carried unanimously.

Brush Truck Assembly Bid: Mr. Perez presented bids for the assembly of the new brush truck as follows:

• Freedom Fire Equipment	\$20,950.00
• Milton Weeks (local vendor)	\$21,780.00
• Pride	\$23,307.00
• Southern Fire Services	\$33,538.00

It was the recommendation of Mr. Perez to award the low bid to Freedom Fire Equipment, in the amount of \$20,950.00.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to award the bid to Freedom Fire Equipment for the assembly of the skid unit, with the LOW bid of \$20,950.00. Motion Carried unanimously.

In the memo submitted by Mr. Perez, the bid recommendations, under Analysis, #6 it states:

Weeks built the brush truck at Station 2, did basically a good job, but still have some minor items that are unfinished. For example, the shelves in the truck have yet to be installed after over a year in service.

Chairman Durden questioned why the Board wasn't notified that this project was incomplete, especially since Mr. Weeks has already been paid and that it has been over a year now since the truck has been in service.

Mr. Perez and Mr. Lee Schaltenbrand both stated that due to personal health issues of Mr. Week's, the work had been put off and he has been advised a numerous times that he would get to it but health issues kept him from doing so.

The Board directed Mr. Perez and Mr. Schaltenbrand to get the unfinished work on the Station 2 brush truck completed within the next 30 days and report back to the Board.

Road Department

Request to transfer Vehicle: Mr. McQueen presented the request from the Road Department for the use (transfer) of the old Building Department truck when the new truck for the Building Department comes in.

Chairman Durden questioned the status of the surplus equipment. This list of surplus plus equipment needs to be prioritized so the income of funds can help with the cost of repairs/purchase of equipment at the Road Department to help eliminate the transferring of funds from other line items to cover these repair costs.

Motion made by Commissioner Kenrick Thomas seconded by Commissioner Tommy Langford to transfer the current Building Department truck to the Road Department when the new truck for the Building Department comes in. Motion carried unanimously.

The Board directed the Road Department to proceed with the sales of Surplus Equipment.

Solid Waste

Solid Waste & City of Trenton; Friday Pickups: Mr. McQueen addressed the issue of the County's recycle pick up within the City of Trenton. Pat Fisher, Solid Waste, requested permission to notify the residential customers within the City of Trenton that there will no longer be a recycle pickup. Recycle pickup will only be for commercial customers. Mr. Fisher will provide a thirty (30) day written notice to the residential customers.

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve Solid Waste Department to stop the residential recycle pickup within the City of Trenton. Motion carried unanimously.

Log Landing Bank Restoration: Mr. McQueen addressed the issue of intent by the Department of Environmental Protection to implement the District environmental restoration/enhancement to stabilize and revegetate the bank adjacent to the Log Landing boat ramp on the Suwannee River. The project met the requirements for the Noticed General Permit and will be starting soon.

Employee Parking Issues: Mr. McQueen addressed the issue on employee parking at the courthouse and adjacent offices. He asked for direction from the Board to establish a parking policy for County employees. He also mentioned the reserved parking at the Chamber and for the Judge; it was suggested that the bailiff's park on 1st street.

The Board agreed that employee parking would be limited to designated spaces and directed Mr. McQueen to bring back a draft on a policy for employee parking.

Florida Local Update of Census Addresses (LUCA) Program Award: Mr. McQueen addressed the issue of the Florida Local Update of Census Addresses Program Award by stating that this program gives us the opportunity to verify the addresses that are calculated for the census of the economic and demographics of the counties population.

The Board approved the Florida Local Update of Census Address Grant of \$7,500.00 pending completion and verification of application.

Florida Association of Counties: Mr. McQueen presented information on the Florida Tour and the Policy Committee Conference by the Florida Association of Counties.

Sustainable Water Resources: Mr. McQueen presented conference information on Sustainable Water Resources.

Southern Gardens Grand Opening: Mr. McQueen announced the arrival of Southern Gardens Citrus Nursery to the community. Grand Opening of the new citrus nursery will be held on Wednesday, August 29, 2007 from 10:00 am until 2:00pm with lunch being served; R.S.V.P. by August 21st if you plan to attend.

Planning Commissions Expired Terms: Mr. McQueen presented the issue of the Planning Commission which has two members, Michelle Crawford and Roosevelt Stalvey, whose terms will expire on September 30, 2007. Ms. Crawford and Mr. Stalvey have both submitted a letter to Mr. McQueen stating that they were interested in continuing to serve. Mr. McQueen was directed to solicit additional interested persons from the community to serve on the Planning Commission Board. Resumes should be sent to him.

S.C.R.A.P. Rolling Oaks Road and Shady Grove Road: Mr. McQueen stated that at the time the agreements were executed, a resolution had not been adopted to enter into the Small County Road Assistance Program for funds for the construction of these two roads. The following two resolutions were drafted for adoption to complete the execution of the agreements:

RESOLUTION 07-28

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA, AUTHORIZING THE COUNTY TO ENTER INTO THE SMALL COUNTY ROAD ASSISTANCE PROGRAM OF THE STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION FOR FUNDS FOR THE CONSTRUCTION OF ROLLING OAKS ROAD FROM S.E. 60TH TO SR 26; AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS TO EXECUTE SUCH AGREEMENT; PROVIDING AN IMMEDIATE EFFECTIVE DATE.

Motion made by Commissioner Tommy Langford seconded Commissioner Sharon Langford to approve Resolution 07-28. Motion carried unanimously.

RESOLUTION 07-29

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA, AUTHORIZING THE COUNTY TO ENTER INTO THE SMALL COUNTY ROAD ASSISTANCE PROGRAM OF THE STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION FOR FUNDS FOR THE CONSTRUCTION OF SHADY GROVE ROAD (S.E. 25th AVENUE) FROM SR 26 TO 2.34 miles SOUTH OF SR 26; AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS TO EXECUTE SUCH AGREEMENT; PROVIDING AN IMMEDIATE EFFECTIVE DATE.

Motion made by Commissioner Sharon Langford seconded by Commissioner Harrison to approve Resolution 07-29. Motion carried unanimously.

The Board directed Mr. McQueen to draft a Letter of Support, with the Chairman's signature, to be sent to our Legislation Delegation referencing to *NOT* cut funding for small county road projects.

Hart Springs; ATV's: Mr. McQueen presented a letter drafted by Ms. Julie Harrison requesting that the Board ban the use of ATV's (four-wheelers) from county parks.

Motion made by Commissioner Harrison seconded by Commissioner Sharon Langford to band ATV's from ALL county parks. Motion carried unanimously.

S.H.I.P. Subordination; Meagan Baker & Seth Maurer: Mr. McQueen presented the request of S.H.I.P. Subordination for Meagan Baker and Seth Maurer recommended by the S.H.I.P. Loan Review Committee.

Motion made by Commissioner Kenrick Thomas seconded by Commissioner Tommy Langford to approve the S.H.I.P. Subordination for Meagan Baker and Seth Maurer subject to the requirements of the S.H.I.P. Loan Committee. Motion carried unanimously.

Request for Dumpster at 47 Bridge: Mr. McQueen presented a request for a dumpster to be placed at the SR 47 Bridge, for river cleanup on November 10th.

Motion made by Commissioner Tommy Langford seconded by Commissioner Harrison to approve the placement of a dumpster at the SR 47 bridge for river cleanup on November 10, 2007. Motion carried unanimously.

Road Department Report

Insurance Issue: Chairman Durden addressed the issue of Milton Weeks not carrying insurance on the contract work he performs on county vehicles. The Board requested that the insurance company be contacted, by the Clerk, in reference with the requirements for subcontractor insurance.

Illegal Cut through; S.E. 70th Avenue: Mr. Justin Watson presented the issue of illegal “cut through” roads off S.E. 70th Avenue. It is the property owner’s responsibility to enforce restrictions by obtaining a driveway permit or fencing. A letter will be sent to the property owner explaining options to resolve issue. Code Enforcement will observe and follow up to make sure this issue complies with policy and procedure.

New Loader Purchase: Mr. Justin Watson presented a quote from Ring Power for the purchase of a new Caterpillar Loader, in the amount of \$108,210.00 on state contract.

It was suggested that the old equipment be considered for auction and be taken to Week’s Auction in Ocala. Justin and Billy were directed to look into the procedures for the auction to see if it would be beneficial.

Motion made by Commissioner Kenrick Thomas seconded by Commissioner Tommy Langford to approve the purchase of the Caterpillar Loader from Ring Power, on state contract, in the amount of \$108,210.00, with the Finance Department to bring back a financing plan. Motion carried unanimously.

Unauthorized Invoice; Glass Mechanics: Mr. Watson presented an invoice from Glass Mechanics for the repair of three (3) windshields. He stated that he was only aware of one (1) windshield that needed repair and the invoice didn’t need a purchase order if it was to be satisfied by the insurance company. He also stated that he was under the impression that the invoice would have been handled (paid) by the insurance company along with the other two windshields.

Because of the misunderstanding and poor communication between Mr. Watson and his employees, Rhonda Williams and Bob Koon, he felt it necessary to reprimand his employees by written notice.

Attorney’s Report

Animal Control Regulations: Mr. McPherson stated that this is on hold pending further review by the animal control committee.

Repeal of Ag Sludge Ordinance: Mr. McPherson stated that this has been reviewed by the Planning Commission which recommended that the ordinance not be repealed, but rather that enforcement be put on hold. He also stated that the repealing ordinance is set for the first meeting in September.

Chairman Durden stated that there is an Ag Committee meeting set for September 13th.

Burt Land Use Map Amendment Ordinance: Mr. McPherson stated that this needs to be scheduled for the second meeting in September. It has been scheduled for a 5:00 pm time certain at the September 6, 2007 meeting.

New Jail: Mr. McPherson stated that he had spoken with both the architect and construction manager about whether there are any contractual issues arising out of the project being put on hold.

- **Construction Manager:** John Stewart with Peter Brown Construction states that they have \$8,900 invested in the project, but they will not seek any reimbursement from the County. They will consider the matter on hold and trust that if the project ever comes back to life, that

the County will continue working with Peter Brown as the Construction Manager. Mr. Stewart is going to send a letter to the County to that effect.

- Architect: Bill Rutherford with CRA wanted to continue discussing ways in which the project might go forward. He is going to check with Immigration and Customs Enforcement (ICE) about what sort of assurance the County could get from ICE regarding a contract for housing federal prisoners. Mr. Rutherford states that although ICE cannot legally enter into a binding contract prior to construction of a facility, it can and does enter into letters of agreement that have been reliable indicators of what ICE will do after the facility is complete. Mr. Rutherford noted that ICE remains short thousands of beds in Florida, and that Gilchrist County has a good location near the federal courthouse in Gainesville. Mr. Rutherford is going to work on arranging a joint meeting of the County, ICE, and CRA.

Mr. McPherson stated that he sees no problem pursuing this option at the same time that the County gets a definite opinion on the condition of the existing jail.

Rolling Oaks Special Assessment District: Mr. McPherson stated that bids are being sent out for a definite construction price.

Publication of New Land Development Code: Mr. McPherson stated that proofs from the Municipal Code Corporation are being reviewed.

Gilchrist County v. Jessie White: Mr. McPherson stated that Mr. White complied with the court order and because the property has been cleaned, that he and Ms. Diane Rondolet believe the County's foreclosure action against the property should be dismissed for now. The county could re-file later if the problem reappears. Mr. McPherson asked the Board for a decision on whether or not to voluntarily dismiss the foreclosure action.

Motion made by Commissioner Harrison seconded by Commissioner Kenrick Thomas to voluntarily dismiss the foreclosure action against Jessie White. Motion carried unanimously.

Saunders v. Gilchrist County: Mr. McPherson stated that the record on appeal has been prepared and provided to the court and Ms. Saunders' attorney.

Clerk's Report

Preliminary Population Estimate: Mr. Gilliam presented the Preliminary Population Report as of April 1, 2007, requesting that the Board review, approve and return by September 15, 2007, with the following numbers reported:

- Total County 17,106; less Inmate 16,293
- Total Unincorporated 14,614; less Inmates 13,801

Motion made by Commissioner Tommy Langford seconded by Commissioner Sharon Langford to accept the Preliminary Population Estimate by the University of Florida. Motion carried unanimously.

Bids on Emergency Generator: Mr. Gilliam stated that the Board has previously taken action to

Motion made by Commissioner Tommy Langford seconded by Commissioner Harrison to approve hospital bill for inmate Jerry Rourks in the amount of \$182.00 to Pathology Association of N Fl PA. Motion carried unanimously.

Early Learning Coalition of the Nature Coast: Mr. Gilliam presented a request from the Early Learning Coalition of the Nature Coast for membership of private-sector members from the Economic Development Councils and the Chamber of Commerce to serve on their board. Chairman Durden stated that he would look into this request.

Mills Engineering Invoices: Mr. Gilliam presented three (3) invoices from Mills Engineering; they are as follows:

- Invoice #2005053 CR344- July 1, 2007 thru July 27, 2007 \$8,151.50

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve invoice from Mills Engineering in the amount of \$8,151.50 for CR 344. Motion carried unanimously.

- Invoice #2005037 CR337 – June 1, 2007 thru July 27, 2007 \$6,142.13

Motion made by Commissioner Harrison seconded by Commissioner Tommy Langford to approve invoice from Mills Engineering in the amount of \$6,142.13 for CR 337. Motion carried unanimously.

- Invoice #2006051 CR232 – May 1, 2007 thru July 27, 2007 \$14,101.97

Motion made by Commissioner Sharon Langford seconded by Commissioner Harrison to approve invoice from Mills Engineering in the amount of \$14,101.97 for CR 232. Motion carried unanimously.

John C. Hipp Construction Pay Request: Mr. Gilliam presented Pay Request #1 from John C. Hipp Construction for CR 344, in the amount of \$348,440.38.

Motion made by Commissioner Tommy Langford seconded Commissioner Kenrick Thomas to approve the Pay Request #1 from John C. Hipp Construction in the amount of \$348,440.38 for CR 344. Motion carried unanimously.

Anderson Columbia Co., Inc.: Mr. Gilliam presented Pay Request #6 from Anderson Columbia for CR 337, in the amount of \$68,397.80.

The sod issue on this project was addressed. The Board had previously agreed to withhold final payment on the CR 337 project until the sod was established; as of date the sod on the north end of the project is not established, therefore the project is still not acceptable by the Board per agreement made between the County and Anderson Columbia.

Motion made by Commissioner Sharon Langford seconded by Commissioner Tommy Langford to withhold Pay Request #6 (final payment) in the amount of \$68,397.80 to Anderson Columbia until sod issues are resolved on CR 337. Motion carried unanimously.

Clerk's Fees on County Ordinances: Mr. Gilliam addressed the issue of administration fees that are collected by the Clerk's office to process each file for county violations/infractions. He is asking for 5% of all civil citation fines. Mr. McPherson prepared a resolution allowing the Clerk to collect fee, with short title as follows:

RESOLUTION 07-30

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA, AUTHORIZING THE CLERK TO TAKE FIVE PERCENT OF ALL CIVIL CITATION FINES FOR THE PURPOSE OF COVERING ADMINISTRATION COSTS; PROVIDING AN EFFECTIVE DATE.

Motion made by Commissioner Harrison seconded by Commissioner Kenrick Thomas to approve Resolution 07-30 and to allow the Chairman to sign. Motion carried unanimously.

County Agents Request: Mr. Gilliam presented the County Agents request to be allowed to decorate the Courthouse lawn in October with 4-H Club "Scarecrow" projects.

Motion made by Commissioner Harrison seconded by Commissioner Sharon Langford to approve County Agents request to decorate courthouse lawn in October with 4-H project. Motion carried unanimously.

Surplus Property – Courtroom Chair: Mr. Gilliam asked the Board if the courtroom chair of a 25-year county employee, Joan Faye Walker, who has recently passed away be declared as surplus and be given to the family.

Motion made by Commissioner Kenrick Thomas seconded by Commissioner Sharon Langford to declare surplus property of Ms. Joan Faye Walkers courtroom chair and be given to the family. Motion carried unanimously.

Medical Examiners Contract Renewal: Mr. Gilliam presented the Medical Examiners Contract Renewal, which has been reviewed and recommended for approval by the County Attorney; renewal effective date 10-01-07.

Motion made by Commissioner Harrison seconded by Commissioner Tommy Langford to approve the Medical Examiners Contract Renewal, effective 10-01-07. Motion carried unanimously.

Budget FY2007-2008 Update: Mr. Gilliam and Ms. Jacki Johnson, Finance Director presented a tentative hard copy of the budget recap for the Board to review before the final copy is produced. If there are any corrections, or questions, the Board was asked to get back with Joe or Jacki before September 6th.

Commissioner Reports

Commissioner Kenrick Thomas: None noted.

Commissioner Tommy Langford: None noted.

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

Commissioner Sharon Langford: None noted.

Commissioner Randy Durden: None noted.

Old Business: None noted.

New Business: None noted

Public Participation: None noted.

Adjourn:

Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to adjourn with there being no further business for discussion.

Chairman Durden adjourned the meeting at 6:42 pm.

BOARD OF COUNTY COMMISSIONERS
GILCHRIST COUNTY, FLORIDA

Randy Durden, Chairman

ATTEST:

Joseph W. Gilliam, Clerk