

**MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF  
COUNTY COMMISSIONERS HELD OCTOBER 1, 2007.**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a **Regular Meeting** on Monday, October 1, 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 A. Langford**  
**Commissioner D. Ray Harrison, Jr.**

**Others in Attendance**

John McPherson, County Attorney, Georgia Mills, Finance Department, Joseph W. Gilliam, Clerk, Patty McCagh, Board Secretary, Ron McQueen, County Administrator, John Ayers, Gilchrist County Journal, Charlie Perez, Public Safety, Diane Rondolet, Code Enforcement, Julee Brideson, Linda Walker, EMS, Billy Cannon, Road Department Assistant Supervisor, Todd Bryant and Scott Guthrie, Suwannee Valley Leagues, Captain Tony Cruse, GCSO, Deputy Harvey Montgomery, GCSO, Sheriff Turner, Joyce Ferrante, Ron Mills, Emergency management, Lee Mills, County Engineer, Taylor Brown, County Planner, Mike & Donna Hayes, Duane & Pamela Morse, Greg Rivels, Laura Tropeano, Bruce Hardy, Lori Ridenour, Allen Travis, and Denis Riordan.

**Call to Order**

Chairman Randy Durden called the meeting to order at 1:15 p.m. with Commissioner Tommy Langford delivering the invocation and Commissioner Harrison leading the pledge of allegiance.

**Agenda Changes**

Mr. Gilliam, Clerk presented the following agenda changes:

1. Date for Open House for Judicial Complex
2. The Alexander Group, LLC Pay Request and Change Orders

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

3. Hart Springs Boat Ramp Bids
4. Jail Report

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

**Consent Agenda**

**Budget Adjustments**

- BE07-086, Fund 001, General Revenue..... \$44,968.00
- BE07-087, Fund 410, EMS.....\$32,000.00
- BE07-088, Fund 434, Solid Waste.....\$ 5,000.00

Approval of Minutes

- Regular Meeting..... August 6, 2007

Approval of Bills

- Supplement to the Agenda Packet..... September 2007

*Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve Consent Agenda as presented. Motion carried unanimously.*

**County Administrator’s Report**

Lake in the Wood Subdivision: Mr. McQueen addressed the issue of maintenance on the roads in the Lake in the Woods Subdivision. He stated that after researching Board Actions and the Minutes he found that it was indicated that the road itself was to be added to the inventory list of the road department for maintenance to be performed. Billy Cannon, Assistant Supervisor for the Road Department addressed the Board.

Mr. Cannon went out and took pictures of the roads in the subdivision that are in question for maintenance to be performed and reviewed with the Board.

John McPherson, County Attorney, expressed his opinion on the county accepting roads into the county system but not necessarily maintaining them and this cannot be done. He stated that if roads are taken into the county system they must be maintained.

**Board agreed that the roads in the Lake in the Woods Subdivision are county roads and the Road Department will perform maintenance in a timely manner.**

Mills Engineering

- Jail Report: Mr. Mills, County Engineer, presented a report from Greg Rivers, with TR Engineering. Mr. Rivers prepared an assessment on the existing jail including structure, heating and air conditioning, electrical, plumbing systems and a review of life safety issues. Mr. Mills reviewed the findings in the report prepared by Mr. Rivers.

**The Board approved to move forward and repair plumbing, electrical and normal maintenance and refer major items (roof, a/c and sprinklers) to the Public Safety Committee for recommendations per the jail report presented by Lee Mills.**

- Contract Renewal for Lee Mills: Mr. McQueen presented for renewal the contract of Mr. Mills as County Engineer. He recommended signing for another year.

*Motion made by Commissioner Tommy Langford seconded by Commissioner Harrison to extend Mills Engineering’s contract for another year at the current rate. Motion carried unanimously.*

- Update on Rolling Oaks: Mr. McQueen had asked Mr. Mills to give an update on the paving in Rolling Oaks. Mr. Mills stated that the bids will be released tomorrow and explained the procedure of the work to be performed by the contractor.

- Hart Springs Boat Ramp Bids: Mr. Mills stated that ten (10) bid packages were sent out to potential bidders and only five were returned. The bid results are as follows:

Ben Withers, Inc.	\$181,162.27
Marlin Marone Construction, Inc.	\$233,000.00
Harden, Golf & Recreational Surfacers, Inc.	\$242,012.03
Commercial Industrial Corporation	\$248,275.75
S & T Service	\$269,783.65

Mr. Mills stated that he is trying to verify references on the work history of the contractors. Based on the bid information received the apparent low bidder is Ben Withers, Inc.

The Board agreed that the low bid would be awarded to Ben Wither's Inc. pending verification on references and Mr. Mill's inquiries.

***Motion made by Commissioner Tommy Langford seconded Commissioner Harrison to award the bid for Hart Springs Boat Ramp to Ben Wither's, Inc., LOW Bidder, in the amount of \$181,162.27. Motion carried unanimously.***

#### Public Safety

- Emergency Management Base Grant: Mr. McQueen presented the Emergency Management Base Grant in the amount of \$105,806.00 for Board approval and to allow the Chairman to sign.

***Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve the Emergency Management Annual Base Grant in the amount of \$105,806.00. Motion carried unanimously.***

- EM; Department of Homeland Security/ODP Grant: Mr. McQueen stated that in addition to the base grant, there is another grant for Emergency Management Training and Planning through the Department of Homeland Security, in the amount of \$29,873.00.

***Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve the Department of Homeland Security Grant in the amount of \$29,873.00. Motion carried unanimously.***

- Travel to Annual Current Issues Conference: Mr. McQueen requested approval for travel for Mr. Carlos Perez and Mr. Ron Mills to attend the Annual Current Issues in Emergency Management Conference in Tallahassee on October 9<sup>th</sup>-11<sup>th</sup>, 3 days and 2 nights. This is a requirement of the grant required by the State Scope of Work for Emergency Management.

***Motion made by Commissioner Kenrick Thomas seconded by Commissioner Tommy Langford to approve Emergency Management travel for October 9<sup>th</sup>-11<sup>th</sup> for Mr. Perez and Mr. Mills. Motion carried unanimously.***

- Extrication Tools Bid: Mr. McQueen stated that Mr. Perez had advertised for bids on Extrication Tools in the Gilchrist County Journal. There were two bids received, they are as follows:

Team Equipment: Hurst Tool

\$21,862.88 Spreader, Cutter, Ram, Power Unit, 2-30' Extension Hoses  
\$ 4,113.32 Heavy Duty Cutter

Ten-8: Holmatro Tools

\$23,204.40 Spreader, Cutter, Ram, Power Unit, 2-30' Extension Hoses  
NO Bid Heavy Duty Cutter

He stated that Mr. Perez raised the issue that by purchasing Hurst Tools that in the future purchases it would be recommended to stay with Hurst as a provider to maintain commonality in equipment, extrication equipment is not interchangeable on the scene.

Mr. McQueen stated that the Finance Department was looking to find where funding would come from and Mr. Perez suggested that because these tools are on the fire trucks and are for the use by EMS units that the expense could be split on this set until we get the grant.

***Motion made by Commissioner Kenrick Thomas seconded by Commissioner Sharon Langford to approve purchase of Extrication Tools, to low bidder Team Equipment, in the amount of \$25,976.20, for Hurst Tools, to be funded from EMS - Other Equipment, for the Fire Department (Public Safety). Motion carried 4-1, with Commissioner Harrison voting NO.***

- Public Safety Yearly Report: Mr. McQueen presented the Summary and Update of the Public Safety Department submitted by Chief Perez. He also presented the One, Three, Five, and Ten Year Plan of the Gilchrist County Emergency Services. Mr. Perez answered any questions from the Board.

**Time Certain**

- 3:00 pm; Workshop for Recreational M.S.T.U.: Chairman Durden stated that during this workshop a draft ordinance for Recreational M.S.T.U. was up for review.

Mr. McPherson, County Attorney, stated that assuming that the law stays the same with the limits on Ad Valorem Taxation; whatever money/revenue is raised through this M.S.T.U. has to be added into the General Revenue for determining the roll back rate for next year.

Mr. McPherson also stated that between now and January we would have to get each city within the County to pass an ordinance that says "We agree to be included within the M.S.T.U. and this ordinance will go into affect if the referendum passes" and this would have to be done in advance; the County would pass an M.S.T.U. that applies to the unincorporated areas and all the cities would have to pass their own ordinance. The three city ordinances would have to be done in time to be put on the ballot by the SOE.

Mr. Gilliam further explained how this would affect the roll back and millage rate and the County's general revenue.

Mr. McPherson shared another suggestion presented to him. He stated that we could make it a straw vote and say "Would you like for the County Commission to pass an ordinance creating an M.S.T.U. for recreation". Mr. McPherson is going to confirm if the County Commission can put a county wide straw vote on the ballot that everyone, city and county, can vote on.

Todd Bryant, Suwannee Valley League, presented a Proposed County Team Sports Recreation Budget in the amount of \$170,000.00. He also asked the Board to narrow the scope of the ordinance to “youth” recreation.

***Motion made by Commissioner Harrison seconded by Commissioner Tommy Langford to approve a STRAW vote for January ballot for M.S.T.U. Recreation Ordinance and the County Attorney to revise and narrow scope of language. Motion carried unanimously.***

- 3:30 pm; Concerned Citizen Allen Travis: Mr. Travis addressed the issue of the intersections of county roads 341/344 and 341/232. He inquired about making these intersections four way stops.

Chairman Durden expressed his opinion. He stated that CR341 was created as a major road to improve the flow of traffic and doesn't feel a four-way stop would eliminate the fact that stop signs are being run. He suggested “dangerous intersection” signs.

Mr. McQueen gave a few examples of accidents that had taken place due to negligence of the public running stop signs. He suggested rumble strips.

**Board agreed to place “Dangerous Intersection Ahead” signs at identified intersections 341/344 and 341/232. Rumble strips will be placed on 344 as part of the contract.**

### **County Administrator’s Report**

#### Planning and Zoning

- Introduction of New County Planner: Mr. McQueen introduced Mr. Taylor Brown who was hired as the new County Planner.

#### Public Safety

- Formalize EMS Lieutenant Job Description: Mr. McQueen requested the job description of the Paramedic/Lieutenant be formalized. He asked the Board to approve the job description EMS Lieutenant Position.

***Motion made Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to accept the formalized EMS Lieutenant Job Description. Motion carried unanimously.***

- Update on EOC: Mr. McQueen stated that the EOC project has been put on hold by FEMA. He has contacted our congressional representatives for their assistance in this matter and that he has received verbal notification that there was a resolution to the issue and something in writing soon to follow. At that time, the project will proceed.
- Update on Med 2 Station: Ms. Linda Walker stated that the project is proceeding in a timely manner.

#### Solid Waste

- Monitoring of Hazardous Waste Generators: Mr. McQueen presented the proposed agreement from North Central Florida Regional Planning Council for the monitoring of the

hazardous waste generators in Gilchrist County for Board approval and to allow the Chairman to sign.

*Motion made by Commissioner Kenrick Thomas seconded by Commissioner Tommy Langford to approve the Annual Monitoring of Hazardous Waste Generators agreement with NCFRPC. Motion carried unanimously.*

Monument Park Quote from Buford Davis: Mr. McQueen presented a quote from Mr. Buford Davis on the design plan of the monument park in the amount of \$9,255.00.

**The Board rejected the proposal from Mr. Buford Davis for the design plan and layout for the monument park because of price and asked for a more economical project to be considered.**

### **Road Department**

- Request for 3-way Stop at CR 337 and 80<sup>th</sup>: Commissioner Tommy Langford requested for a 3-way stop be put in at CR 337 and 80<sup>th</sup>. Board agreed.

### **Attorney's Report**

Ordinance 07-17; Animal Control Regulations: Mr. McPherson stated that the animal control officers recently designated a pair of dogs as dangerous, and the owner appealed the designation to the Animal Control Committee. He stated that some revisions need to be considered for the dangerous animal section of the ordinance before bringing it back before the Board for adoption hearing. Mr. McPherson recommended that this ordinance be scheduled for adoption hearing at the first meeting in November.

Ordinance 07-19; Speed Limits: Mr. McPherson stated that a third road is to be added to this ordinance and recommended that it be set for adoption hearing for the second meeting in October.

Resolution 07-45; Use of Motorized Vehicles in Hart Springs: Mr. McPherson presented Resolution 07-75, Use of Motorized Vehicles in Hart Springs which was considered for delay in order to clarify definition of "golf cart" and to review language of "motorized" and to find out the time limitations of use.

Resolution 07-46; Employee Parking and Vehicle Use Logs and Limit on County Credit Card: Mr. McPherson presented Resolution 07-46 for adoption. Chairman Durden read short title as follows:

### **RESOLUTION 07-46**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA; ESTABLISHING POLICIES RELATING TO EMPLOYEE PARKING AND VEHICLE USE LOGS; AMENDING THE LIMIT PLACED ON THE USE OF THE COUNTY CREDIT CARD; AND ESTABLISHING AN EFFECTIVE DATE.**

*Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve Resolution 07-46.*

Mr. McPherson noted a correction on page 2, Section 1.26B that will be changed to; the log shall be in a form as approved by the County Administrator.

*Motion carried unanimously.*

*Motion made by Commissioner Harrison seconded by Commissioner Tommy Langford to remove the designated parking area at the Chamber of Commerce. Motion carried unanimously.*

Resolution 07-48; Loan Resolution: Chairman Durden read short title as follows:

**RESOLUTION 2007-48**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA; ACCEPTING A LOAN FROM DRUMMOND COMMUNITY BANK AND AUTHORIZING THE CLERK OF THE BOARD OF COUNTY COMMISSIONERS TO EXECUTE A PROMISSORY NOTE FOR \$108,210 TO DRUMMOND COMMUNITY BANK IN ORDER TO PURCHASE A CATERPILLAR WHEEL LOADER (MODEL 928 GZ)**

*Motion made by Commissioner Kenrick Thomas seconded by Commissioner Sharon Langford to approve Resolution 2007-48. Motion carried unanimously.*

New Jail: Mr. McPherson stated that he has a call into Mr. Bill Rutherford for follow-up regarding ICE possibilities.

Saunders v. Gilchrist County: Mr. McPherson stated that a draft stipulation of facts has been provided to Ms. Saunders' attorney; nothing new to report as of date.

Road Improvement Plan: Mr. McPherson provided an update of the plan, as recommended by the Road Committee and asked Commissioner Tommy Langford to present the Five-Year Road Improvement Plan for review and adoption.

*Motion made by Commissioner Kenrick Thomas seconded by Commissioner Harrison to approve the Five-Year Road Improvement Plan as submitted. Motion carried unanimously.*

Expansion of Intensive Agricultural Uses: Mr. McPherson reported that the following question has come up during the recent attempts to address the off-site disposal of dairy wastes: Is such off-site disposal covered by the County's Intensive Agriculture Uses regulations?

He stated that under the County's regulations, "Intensive Agriculture" means agricultural uses requiring an Industrial Waste Permit from the state and approval by the County Commission is required "prior to the establishment of a new intensive agricultural use, and prior to the expansion of an existing intensive agricultural use."

He also stated that it has been confirmed by the DEP that when waste is removed from a dairy by the dairy operator and placed by the dairy operator on an off-site location, such disposal is regulated by the DEP as part of the dairy's industrial waste permit.

Mr. McPherson continued by stating that it would be a reasonable interpretation of the county's regulations that such off-site disposal is an "expansion" of an existing intensive agricultural use.

The intensive agricultural use regulations are at Section 8.02 of the County's new Land Development Code.

Mr. McPherson stated that he will readdress during his report next month.

Travel: Mr. McPherson informed the Board that he would be out of the country during the third week of October and that Patricia Carter has agreed to fill in for him at the next board meeting and the VAB meeting.

### **Clerk's Report**

Fiscal Year 2007/2008 Budgets: Mr. Gilliam presented hard copies of the FY07/08 budget.

Property Adjacent to the Courthouse: Mr. Gilliam addressed the issue the Burt Property. He suggested that the Board get a current appraisal to justify the Mr. Burt's asking price of \$200,000.00.

***Motion made by Commissioner Harrison seconded by Commissioner Tommy Langford to have the Ted Burt Property appraised with the intentions of the Board purchasing the property. Motion carried unanimously.***

Florida Sheriffs' Self-Insurance Renewal: Mr. Gilliam presented an invoice for Additional Covered Member Coverage to the Florida Sheriff Self-Insurance Fund in the amount of \$5,117.00 for the renewal of the Sheriff's liability policy.

***Motion made by Commissioner Kenrick Thomas seconded by Commissioner Sharon Langford to approve the insurance renewal invoice with the Florida Sheriffs' Self-Insurance Fund in the amount of \$5,117.00. Motion carried unanimously.***

### **Judicial Request**

- Awnings over Rear Doors: Mr. Gilliam presented the request to purchase two (2) awnings for the rear doors of the judicial complex, not to exceed \$6,000.

Funding for this purchase will come from the Court Facilities Trust Fund.

(Chairman Durden stepped out for a moment)

***Vice Chairman Tommy Langford accepted motion made by Commissioner Kenrick Thomas seconded by Commissioner Sharon Langford to approve the expenditure of up to \$6,000 for awnings. Motion carried 4-0.***

(Chairman Durden has returned)

Inmate Hospital Bills: Mr. Gilliam presented two (2) hospital bills for inmate Jerry Rourks. They are as follows:

- NES of Florida, Inc. \$ 616.00
- Interventional Cardiologist, Inc. \$1,990.00

***Motion made by Commissioner Kenrick Thomas seconded by Commissioner Harrison to approve inmate hospital bills for Jerry Rourks in the amounts of \$616.00 and \$1,990.00. Motion carried unanimously.***

Resolution 07-47 & BE07-085: Mr. Gilliam presented Resolution 07-47 and BE07-085; amending the General Fund budget to lawfully expend unanticipated revenues by the increased amount of \$12,450.00. Chairman Durden read the resolution.

**RESOLUTION 07-47**

**A RESOLUTION OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS AMENDING THE GENERAL FUND BUDGET**

...the Board of County Commissioners of Gilchrist County has received notification of a grant award in the amount of \$12,450.00, which represents the State Homeland Security Grant award by the State of Florida, Department of Community Affairs.

*Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve Resolution 07-47 and BE07-085. Motion carried unanimously.*

Proclamation 07-07; Epilepsy Awareness Month: Mr. Gilliam presented the request from the Epilepsy Association-North Central Florida Region for a proclamation recognizing the month of November 2007 as Epilepsy Awareness Month.

**PROCLAMATION 07-07**

**PROCLAMATION FOR EPILEPSY AWARENESS MONTH; RECOGNIZING NOVEMBER 2007 AS EPILEPSY AWARENESS MONTH**

*Motion made by Commissioner Harrison seconded by Commissioner Sharon Langford to approve Proclamation 07-07. Motion carried unanimously.*

Pay Request #2, John C. Hipp Construction: Mr. Gilliam presented Pay Request #2 from John C. Hipp Construction, in the amount of \$428,992.11 for CR 344 project.

*Motion made by Commissioner Harrison seconded by Commissioner Tommy Langford to approve John C. Hipp Pay Request #2, in the amount of \$428,992.11 subject to the approval of the County Engineer, Lee Mills. Motion carried unanimously.*

Pay Request #23, The Alexander Group: Mr. Gilliam presented Pay Request #23 from The Alexander Group, in the amount of \$28,986.07 for work in progress at the Judicial Complex.

*Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to approve The Alexander Group Pay Request #23, in the amount of \$28,986.07. Motion carried unanimously.*

Judicial Complex Open House: Mr. Gilliam addressed the issue of the date for the Judicial Complex Open House. He suggested the date of November 2, 2007, during the hours of 3-7pm. Board agreed.

Change Orders for The Alexander Group: Mr. Gilliam presented three (3) change orders from The Alexander Group as follows:

1. Change Order #23; Addition of Electrical Duplex and Voice/Data back box at Security Check Point E101, in the amount of \$160.00

*Motion made by Commissioner Kenrick Thomas seconded by Commissioner Tommy Langford to approve Change Order #23, from the Alexander Group in the amount of \$160.00. Motion carried unanimously.*

2. Change Order #24; Refund Interior Signage Allowance and Refund Planting Allowance, in the amount of (\$3,868.00)

*Motion made by Commissioner Tommy Langford seconded by Commissioner Kenrick Thomas to accept Change Order #24, from the Alexander Group refunding the amount of (\$3,868.00) for interior signage and planting. Motion carried unanimously.*

3. Change Order #25; Corrective Change to ODP #1-Harwood Brick, GCBOCC, Purchase Order No. 70000294, in the amount of \$4,748.27

*Motion made by Commissioner Sharon Langford seconded by Commissioner Tommy Langford to approve Change Order #25, from the Alexander Group in the amount of \$4,748.27. Motion carried unanimously.*

**Commissioner's Report's:**

Commissioner Sharon Langford: None noted.

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

Commissioner Tommy Langford: None noted.

Commissioner Kenrick Thomas: None noted.

Commissioner Randy Durden: None noted.

**Old Business**: None noted.

**New Business**: None noted.

**Public Participation**: None noted.

**Adjourn:**

With no further business Chairman Durden adjourned the meeting at 5:16 p.m.

Board of County Commissioners  
Gilchrist County, Florida

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Randy Durden, Chairman

Attest:

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Joseph W. Gilliam, Clerk