

**MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF
COUNTY COMMISSIONERS HELD DECEMBER 3, 2007**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a **Regular Meeting** on Monday, December 3, 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 Tommy Langford, Chairman
Commissioner Sharon Langford, Vice Chairman
Commissioner Randy Durden
Commissioner Kenrick Thomas
Commissioner D. Ray Harrison, Jr.

Others in Attendance

John McPherson, County Attorney, Joseph W. Gilliam, Clerk, Ron McQueen, County Administrator, Jacki Johnson, Finance Director, Patty McCagh, Board Secretary, Julee Brideson, Administrative Assistant to County Administrator, Ron Mills, Emergency Management, Linda Walker, EMS, Diane Rondolet, Code Enforcement, Justin Watson, Road Department Supervisor, John Ayers, Gilchrist County Journal, John Canada and Richard Rubin, Synergy Solutions, Lloyd Kelly, The Alexander Group, Buddy Vickers, School Board Superintendent and Joyce Ferrante.

Call to Order

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

Agenda Changes

Mr. Gilliam, Clerk presented the following agenda changes:

1. Pay Request # 2, The Alexander Group for the EOC Complex.
2. Lloyd Kelly, Alexander Group, will be here to talk about the EOC Complex.
3. Request authorizing to cut purchase orders for three the ODP's for EOC Complex.

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

4. Mortgage foreclosures on the Meyers house behind the old EMS station.

Mr. John McPherson, County Attorney presented the following agenda change:

5. Update on the Lemon Law on the EMS trucks.

Sharon Langford, Commissioner presented the following agenda change:

6. Resolution 07-63 Emergency Management Service Award grant.

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

Consent Agenda

Approval of Minutes

- Regular Meeting..... September 17, 2007
- Regular Meeting..... October 1, 2007
 1. Change in the minutes on page 15 (of the agenda packet), second paragraph, **change** “lower” to “**low bidder**”
 2. Change in minutes on page 16 (of the agenda packet), last paragraph, **delete** second “**we could**”
 3. Change in minutes on page 20 (of the agenda packet), fifth sentence down, **add commissioners name** for second

Approval of Bills

- Month of November 2007.....Supplement to the agenda packet

Motion made by Commissioner Sharon Langford seconded by Commissioner Kenrick Thomas to approve Consent Agenda as presented with changes noted. Motion carried unanimously.

County Administrator’s Report

Emergency Management Services

- Emergency Management Service Award Grant: Mr. McQueen requested to approve the EMS County Award Grant for the amount of \$5,543.00. Each year Gilchrist County gets a grant that it uses to purchase equipment. Linda Walker, EMS Chief has identified it this year to put emblems on the trucks that we are acquiring to meet our procedures and medical protocols. This grant will be identified and request that Resolution 07-63 be approved and allow the Chairman to sign.

Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve Resolution 07-63 accepting the 2007-08 Emergency Medical Services County Grant awarded by the Florida Department of Health, in the amount of \$5,543.00. Motion carried unanimously.

- Ambulance update and Travel request: Mr. McQueen presented a request from Linda Walker, EMS, for travel to pick up the ambulances. Milton Weeks will be going with them so that he can attend a troubleshooting workshop, particularly on the electronics performance service work. Commissioner Durden requested a stipulation that we get clearance on the warranty work in writing. A discussion ensued as to details of the trip.

Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve travel for Linda Walker and two (2) employees and Milton Weeks to Ohio and pick up ambulances. Motion carried unanimously.

- Project Enhancements of the Public Safety Complex: Mr. McQueen presented a request for two enhancements for the Public Safety Complex. One is that Central Florida has agreed to bury the main service to the building underground if we supply the wire and conduit for the entire complex. The cost not to exceed \$2,000.00. The purchase order for \$2,000.00 is set to come out of Emergency Management Budget; the other one was a

purchase order for up to \$800.00 for lighting at the entrance to the driveways only. Additional lighting is yet to be addressed. The underground electrical is for the entire complex. The alternative is to install overhead wire with a cost of zero for the County. There is concern for the helicopter when it comes in and out with a bad weather situation and the power lines being overhead. A discussion ensued regarding helicopter pad vs. helicopter stop.

Motion made by Commissioner Harrison seconded by Commissioner Durden to table requests for items 1 (\$2,000) & 2 (\$800) for the underground service and lighting and look into the cost of a helicopter stop. Motion carried unanimously.

- Sale of trailer to Gilchrist County Sheriff's Office: Mr. McQueen presented the issue of selling a trailer to the GCSO. After the 2004 storms Mr. Mills had the opportunity to pick up a couple of 48 ft trailers for temporary storage. The Sheriff needs storage for his evidence and has inquired about one of these trailers. Mr. Mills stated we paid \$2,500.00 for the trailer two years ago. Mr. Mills asked for permission from the Board to sell a trailer to the Sheriff giving an invoice of \$2,000.00 and then put that \$2,000 back into his budget.

Motion made by Commissioner Durden seconded by Commissioner Harrison to approve the transfer to the Sheriff's Department of the trailer for the purchase price of \$2,000.00 and that money goes back to Emergency Management in the General Equipment Fund. Motion carried unanimously.

Animal Control Report

- The number of calls seems to be holding very constant for the month of November
- Commissioner Durden requested follow-thru on ads for pet adoption, school information, website and education.

Code Enforcement Report

- Mr. McQueen reported a very busy month and said that Diane is always working in the best interest of the County. Commissioner Durden requested a laptop for Diane.
- Chairman Langford directed the statement to Ms. Rondolet asking if she new of a "needs list" for resources on donating appliances, etc. for the needy. She replied not knowing of one in the County, but as a matter of fact, The Alert Team is coming in February and she was asked to compile a list of those who may be in need of appliances. Commissioner Harrison expressed concern for the liability in donating items.

S.H.I.P.

- Mr. McQueen received a request from Nate McDougal who would like to sell back his 2.05 acreage to his father. The present balance is \$53,000 with a value of the property for the 3.2 remaining acres is about \$125,000. It will not change the loan amount; they just wanted us to release the balance of the acreage. The balance of that acreage could not be permitted or built on. The bank has approved their release of it and they would like us to release the 3 acres.

Motion made by Commissioner Durden seconded by Commissioner Sharon Langford to approve the sale of the 2+ acres to Mr. McDougal, Sr. Motion carried unanimously.

- **Synergy Solutions:** A contract was negotiated with Synergy Solutions and they are requesting approval. Mr. McPherson reviewed basic changes and stated this is still a generic contract. It does not relate to any specific piece of property. The county would pay the costs up front (up to \$9,900.00) and get reimbursed at the time of closing. Beyond that amount, Synergy Solutions would pay and would try to get those costs reimbursed at the time of closing. In no event would those costs be born by the County above that amount. Commissioner Durden stated any of these costs would continue to follow under our current purchase order procedures. A discussion ensued for details.

Motion made by Commissioner Durden seconded by Commissioner Tommy Langford that we enter into agreement with Synergy Solutions and when they identify and present a project to us, and we agree upon it, that there will be an additional agreement drawn up on purchasing additional items. Motion carried 4-1, with Commissioner Kenrick Thomas voting NO.

- **911/Census:** Mr. McQueen presented the LUCA (census) information. This can only be done once and can only be done from January through March which is a 90-day window. Many of the funds we receive from the state are based on our census information. Mr. McQueen gave a report regarding grants and has identified two other sources. There is an opportunity here where we can improve on the system at least on the data. We do have funds available in the 911 wire-line and wireless for the balance of the equipment, not covered by the two grants (approx \$24,000). Mr. McQueen reported we have more than a sufficient amount to cover this and requested to proceed. A positive in proceeding is that this will allow us to keep using it for the future and will allow us to integrate with scanning of some large documents for the building department.

Motion made by Commissioner Durden seconded by Commissioner Harrison to approve the proposal for the 911 addressing and the LUCA proposal in the amount of \$39,550.00 based on availability of funds and the grants being received. Motion carried unanimously.

- **Meyers Loan:** Mr. McQueen stated that he has the payoff information through the default on the SHIP side of the Wendy Meyers loan. The balance owed is \$17,178.44. We talked about whether it be prudent for the county to put in a bid on the first mortgage, which means this one would be satisfied, we would be paying off the Capital City loan which is about \$51,000.00. We would have to bid on it at the foreclosure sale. We need some direction from the Board. We can't buy real estate with general revenue reserve. No action taken.
- **Additional Classrooms:** Mr. McQueen announced Buddy Vickers is present and plans to begin building ten additional classrooms at Trenton Elementary. He is requesting the County waive the building inspection fees. If the State of Florida waives the building fees, the Building Department is supposed to charge adequate fees for the inspection services. Mr. McPherson stated the law states that it is waived so long as you provide your own inspection services. We don't have one. Then the law says if you don't have one and you are going to use county services, then the county can only charge actual costs. Mr. McQueen explained the costs of inspectors in the past.

Motion made by Commissioner Harrison seconded by Commissioner Durden to enter into an agreement with the school on the charging a fee of \$5,000.00. Motion carried unanimously.

Clerk of Court's Report

- **Alexander Group:** Mr. Lloyd Kelly from the Alexander Group was on hand to answer questions. John McPherson referred to the original contract with the Alexander Group. It

says that once construction commences we would enter into a commitment where you establish a guaranteed maximum price. This price has been established for some time and has been on the record. What we haven't had for this agreement is the final drawings. We have about 90% of the drawings on Trenton, but do not have the last drawing. We are proceeding.

Amendment No. 1 to Agreement between Owner and Contract Manager

- Article I Guaranteed Maximum Price: \$1,862,290 is for both projects, both Bell and Trenton, because a single contract was used. All documents that were agreed upon are on following pages that the Guaranteed Maximum Price was based upon. The only document we don't have yet is the last final drawing on the Trenton site, but it will be added when finished.
- Exhibit B: Regarding the Trenton facility, we had agreed that Guaranteed Maximum Price had been divided into two separate prices; the one for Trenton was \$226,655.00. Whether it was perfectly clear from the beginning or not, Mr. Kelly has suggested making that an allowance so that any savings on that project can be used to meet the overall guaranteed maximum price. The Bell facility may cost more than the original estimate, Trenton may cost less but the overall guarantee maximum price we set in the contract will be met.
- Exhibit C: Assumptions and qualifications may not have been clear from the drawings. Staff has been going over the issues and the problems have been clarified. The timeline states the whole project should be completed in April 2008. Mr. Kelly stated the April 2008 is for Bell. Trenton will be done before July 31, 2008.
- Mr. McPherson reported on Sales Tax savings. There will be savings because if we go out and purchase materials for the ODP's, the sales tax can be deducted. All savings along with other savings allow the county to add amenities with those savings. Those savings will also be used to keep project below the maximum guaranteed price.
- The County agreed with this and has agreed to moving things along quickly at the Trenton site and has already done some work. There is agreement amongst Mr. Kelly and Staff that the County will get credit for the work that is done. Lloyd Kelly said if there is savings from the project, he returns that to the county. A discussion ensued.

Motion made by Commissioner Durden seconded by Commissioner Thomas that the NO-COST change orders are approved by at least by two of the three, Ron McQueen, Joe Gilliam or Chairman, without having to be presented to the Board. Motion carried unanimously.

Motion made by Commissioner Durden seconded by Commissioner Thomas to adopt Amendment #1 to contract with agreement with the Alexander Group that we have been discussing. Motion carried unanimously.

- Chairman Langford asked when we could expect to see a structure to go up. Mr. Kelly said electricians should be on site. The plumber is to be there by Wednesday. Would like to see the slab down by Christmas. Once slab is down, it should go very quickly.
- Mr. Gilliam presented pay request #2 to the Alexander Group in the amount of \$56,237.01 for approval of payment.

Motion made by Commissioner Durden seconded by Commissioner Harrison to approve pay request #2 to the Alexander Group for \$56,237.01. Motion carried unanimously.

Owner Direct Purchases

- Request to pay: Bell Concrete Products for \$30,640.00 (purchase order 8000483).

Motion made by Commissioner Thomas seconded by Commissioner Durden to approve purchase order 8000483 to Bell Concrete for the amount of \$30,640.00 for the EOC Center. Motion carried unanimously.

- Request to pay: Fish Bowl Materials, Inc. for reinforcement steel rebar, wire mesh, and miscellaneous for \$15,272.59 (purchase order 8000484) for the EOC Center.

Motion made by Commissioner Durden seconded by Commissioner Sharon Langford to approve purchase order 8000484 for \$15,272.59 to Fish Bowl Materials, Inc. Motion carried unanimously.

- Request to pay: Poly Steel of North Central Florida out of Ocala for \$40,926.00 (purchase order 8000490).

Motion made by Commissioner Durden seconded by Commissioner Thomas to approve purchase order 8000490 to Poly Steel of North Central Florida for the amount of \$40,926.00. Motion carried unanimously.

County Administrator's Report

Turn Lanes @ CR 339

- Mr. McQueen stated that DOT had contacted him and they have some funds available through TRIP. It is 50/50 funding, a dollar for dollar match. They have our county's left turn lane for 339 that has been scheduled for a long time and we haven't been able to fund it. Estimate is \$1.1 million. DOT suggested we partnership with Levy County. The board advised Mr. McQueen to have the DOT make a presentation to them.

County Attorney's Report

- The English as the Official Language, Ordinance 08-01 didn't get published as requested and will be put on the agenda for the first meeting in January.

Public Safety Coordinating Council Report

- **Jail Report:** Commissioner Tommy Langford reported that during the Public Safety Coordinating Council meeting, the County Attorney presented a status report to the Council regarding where we came from, where we are now and what we've tried to accomplish. Also Mr. McQueen had presented a facility update on the existing jail and gave a report on what the findings were.
- **Council Members:** According to Florida Statutes the Public Safety Coordinating Council has some members that are not required. A recommendation was made to change our ordinance excluding Ron McQueen, Joe Gilliam and John McPherson as voting members of that committee. They will serve as staff and have no authority to vote.

Mr. McPherson stated the Public Safety Coordinating Council should be limited to the list in the statute, referring to voting members. Mr. Joseph W. Gilliam, Ron McQueen and John K. McPherson, as voting members, were recommended for removal from the county ordinance as voting members of the Public Safety Coordinating Council but could participate as staff.

Motion made by Commissioner Kenrick Thomas seconded by Commissioner Randy Durden to leave County Ordinance as is with Mr. Gilliam, Mr. McQueen and Mr. McPherson as voting members.

Chairman Langford called for anymore discussion...discussion continued.

Motion and second were rescinded by Commissioners Thomas and Durden.

Motion made by Commissioner Harrison seconded by Commissioner Sharon Langford to direct the County Attorney to prepare ordinance to stating that Ron McQueen, John K. McPherson and Joseph W. Gilliam be removed from the Public Safety Coordinating Council as voting members. Motion carried with a 3 to 2 vote with Commissioners Durden and Thomas opposing.

- **5-year plan:** Alternatives to incarceration of prisoners are Ankle Bracelets, GPS Monitoring and Bonding. The Court System agreed to look at alternatives and try to find a way to keep the inmate numbers down. Mr. McQueen stated that after a lengthy discussion the structural engineer recommended that we follow up with a licensed electrician and a plumber. It was commonly agreed to request that the Board to hire a recognized professional in both of those fields so that we know what we have, what can be done about it and the cost to do it. Sheriff disagreed with some of the findings. Commissioner Tommy Langford recommended to the Board to send Mr. Ritter down there once a month to perform a county inspection of the jail, and let us know if there are electrical and plumbing issues and especially the public safety issues. Mr. McQueen stated between now and the January meeting he will try to have a quote with W. W. Gay on their services and try to find someone capable of the electrical side to give us a quote for their services.

Motion made by Commissioner Durden, seconded by Commissioner Sharon Langford to proceed with securing estimate costs on public safety issues (electrical and plumbing) waiving purchasing procedures and using the funds out of line item budgeted for new jail construction. Motion carried unanimously.

9-1-1 Project

- **ESRI Mapping:** Request to waive bid requirements because of single source of the mapping equipment and software.

Motion made by Commissioner Harrison, seconded by Commissioner Durden to waive the bid requirements for the purchase of the equipment for the ESRI package for a total of \$10,500 that includes the total of GPS hardware/software . Motion carried unanimously.

Recreation

- **Straw Vote:** Recreation straw Vote first notice will be published on December 19, 2007. A draft will be prepared for approval before it is published.
- **Rolling Oaks:** Special assessment district letter went out to parcel owners.

- **Lemon Law:** A letter was received stating we did not purchase the trucks in Florida. Mr. McPherson said the purchase was made from a Florida dealership.

There was no Ford dealership involved in the purchase. Better Business Bureau says we do not qualify under the Lemon Law. After much discussion it was decided that Mr. McPherson would report at the next Board meeting as to whether it would be beneficial or not to enter a class action lawsuit.

- **Saunders Lawsuit:** Mr. McPherson has made attempts to contact and they do not return calls. Mr. McPherson will draw up a motion to dismiss.
- **Gilchrist County vs. Richards:** Will be filed this week.
- **E-Mail Policies:** Mr. McPherson will work on a simplified e-mail policy.

Clerk's Report

- **Purchase of the Burt Property.** Two appraisals have already come in at \$175,000 (\$80,000.00 for one and \$95,000.00 for other one). Mr. Gilliam met with Mr. Burt and negotiated the purchase price of \$190,000.00 for both parcels. Buyer to pay closing costs, doc stamps and title insurance. Mr. Gilliam recommends going forward with purchase.

Motion made by Commissioner Durden seconded by Commissioner Thomas that we move forward with the purchase of the Burt Property for the amount of \$190,000, with the buyer paying closing costs. Motion carried unanimously.

- **Sheriff Inmate Hospital Claim for inmate Jerry Rourks.** There was a discussion regarding securing bids on insurance coverage for the inmates while they are incarcerated.

Motion made by Commissioner Durden, seconded by Commissioner Thomas that the Board secures bids for insurance coverage for the inmates. Motion carried with a vote of 4-1 with Commissioner Harrison voting against.

- **Regional Conflict Counsel Request.** Mr. McPherson reported there have been conversations that have been held with the Association of Counties, Regional representative from Tallahassee and local representative, regarding office space available for Regional Conflict Counsel. After looking at the statutes, it is determined, that it is the State's responsibility, not the county's to provide office space. No action is needed at this time.
- **Status of State Board of Administration.** Mr. Gilliam reported there will be a meeting tomorrow to come up with measures to protect the SBA. We will be depositing our money locally until the state can work out those issues so that we will have funds to operate on.
- **Budget Recap.** Jacki Johnson said an itemized departmental report will be prepared and available at the middle January meeting for review. Mr. Gilliam said our ad valorem revenues are not coming in as quickly as normal this year.

- **Meyer’s House.** The actual first mortgage payoff for the Meyer’s property is \$50,438.17. Apparently no sale date has been established, so we know that it will be at least four weeks.
- **Inmate Hospital Bill.** Mr. Gilliam requested payment for a hospital bill for inmate Kerry Houser in the amount of \$1,029.00.

Motion made by Commissioner Durden, seconded by Commissioner Thomas to pay the hospital bill for inmate Kerry Houser in the amount of \$1029.00. Motion carried unanimously.

Road Department

- Justin Watson presented the Rock Report from November 2007 as follows for the Townsend Pit:

	District 1	10	Loads
	District 2	04	Loads
	District 3	86	Loads
	District 4	21	Loads
	District 5	24	Loads
New EOC Site.....	Shop Stock Pile	21	Loads
	Solid Waste – 47	<u>66</u>	<u>Loads</u>
	Monthly Total	291	Loads

Future reports will include the destination district.

Commissioner’s Report’s

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

Commissioner Sharon Langford:

- An Interlocal Agreement with the Florida Crown Workforce has previously been approved by the Board. The Workforce requires that a resolution be drafted regarding the Interlocal Agreement and affirming the Region Seven Workforce Consortium among Columbia, Dixie, Gilchrist and Union Counties.

RESOLUTION 2007-62

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS APPROVING THE INTERLOCAL AGREEMENT AND AFFIRMING THE REGION 7 WORKFORCE CONSORTIUM AMONG COLUMBIA COUNTY, DIXIE COUNTY, GILCHRIST COUNTY AND UNION COUNTY, FLORIDA

Motion made by Commissioner Durden, seconded by Commissioner Thomas to approve Resolution #2007-62; Interlocal Workforce Agreement with the Florida Crown Workforce. Motion carried unanimously.

Motion made by Commissioner Sharon Langford, seconded by Commissioner Durden to approve the updated version of the Interlocal Agreement of the Workforce. Motion carried unanimously.

Commissioner Kenrick Thomas: None noted.

Commissioner Randy Durden: None noted.

Commissioner Tommy Langford:

- Commissioner Langford was contacted by Lorraine Fleming. She is replacing her mobile home, using the same power pole, same septic, same water source. Part of her permitting process, she has to have a survey and she does not currently have one. She is asking the Board if they would waive her having to get a survey, she lives on her dad's land and has never been surveyed. She is only moving new trailer a few feet from original location.

Motion made by Commissioner Thomas, seconded by Commissioner Sharon Langford to waive the requirements for Ms. Lorraine Fleming to have her property surveyed so she can move forward with the replacement of her mobile home. She will be required to sign a letter waiving any responsibility of the County. Reasoning for approval is that this is a hardship case and the fact that she is doing a replacement home and is not altering anything other than moving the mobile home a couple of feet. Motion carried with a 4 to 1 vote with Commissioner Harrison opposing, due to consistency issues.

Old Business: None noted.

New Business: None noted.

Public Participation: None noted.

The next meeting of the Gilchrist County Board of County Commission is scheduled for January 7th.

Adjourn:

With no further business Chairman Langford adjourned the meeting at 5:18 p.m.

Board of County Commissioners
Gilchrist County, Florida

Tommy Langford, Chairman

Attest:

Joseph W. Gilliam, Clerk