

**MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD  
OF COUNTY COMMISSIONERS HELD JANUARY 7, 2008.**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a **Regular Meeting** on Monday, January 7, 2008 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 A. Langford, Vice Chairman**  
**Commissioner Randy Durden**  
**Commissioner Kenrick Thomas**  
**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, Diane Rondolet, Code Enforcement, Taylor Brown, County Planner, Julee Brideson, Administrative Assistant, Justin Watson, Road Department Supervisor, Ron Mills, Emergency Management, Linda Walker, EMS, Chief Carlos Perez, Public Safety, Dr. Jim Surrency, Lake City Community College, Al Sandrik, National Weather Service, Martha Strawn, Our Santa Fe River, Inc., Ed McAlpin, and Joyce Ferrante.

**Call to Order**

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

**Agenda Changes**

Mr. Gilliam, Clerk presented the following agenda changes:

1. Consent Agenda: Corrections to the minutes from October 15, 2007
2. **Omit: 2:45p Time Certain**  
Notice of Public Hearing, Budget Amendment due to Carry Forward Increase  
Notice of Public Hearing, Budget Amendment due to Increased Revenue
3. Addition: Bid Opening Results Loan for Ambulances
4. Addition: Weeks Auction Proceeds
5. Addition: Requests from Supervisor of Elections
6. Addition: Invoices from Freedom Fire Equipment

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

7. Addition: S.H.I.P. FYI and Loan approval for April Darling, \$29,000.00
8. Addition: Geographic Information System (GIS); Online Certificate Program
9. Addition: Public Safety; EMT School and First Quarter Report

Mr. McPherson, County Attorney presented the following agenda changes:

10. **Omit: 2:00p Time Certain;** Ordinance 08-01, English Language
11. Addition: Resolution 08-08, Reappointing Planning Commission members Roosevelt Stalvey and Michelle Crawford

*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**

Budget Workshop.....	July 17, 2007
Regular Meeting.....	October 15, 2007*
Regular Meeting.....	November 5, 2007
Regular Meeting.....	November 19, 2007

• **Approval of Bills**

Month of December 2007.....Supplement to the agenda packet

• **Budget Entries**

BE08-008, Fund 190, Current Capital Obligations.....	\$24,850.00
BE08-009, Fund 001, General Revenue.....	\$ 2,815.00
BE08-010, Fund 001, General Revenue.....	\$ 200.00
BE08-011, Fund 140, Transportation.....	\$ 2,700.00

• **Request for Funds**

Suwannee Valley Leagues.....	\$15,000.00
o First Quarter, \$7,500/Second Quarter, \$7,500	

• **Inmate Housing**

Dixie County Inmate Housing.....	\$5,187.61
o Invoice for November 2007 Housing, \$3,990.00	
o October 2007, Medical Billing, \$1,197.61	

\*Mr. Gilliam presented the following corrections to be made on the October 15, 2007 meeting minutes:

- o Page 06; **Change** Chairman Harrison **to** Commissioner Harrison
- o Page 07; **Change** County Attorney, John McPherson **to** Acting County Attorney, Patricia Carter
- o Page 08; **Change** Motion carried, **to** Motion failed
- o Page 10; **Change** Patricia Cater, **to** Patricia Carter

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

**Board recessed at 1:23 pm.**

At this time, the Board recessed for a short ceremony to turn the keys over for the two new ambulances. The ambulances were put into service shortly thereafter.

**Board reconvened at 1:36 pm.**

**Time Certain 1:30 pm**

- Lake City Community College: Dr. Jim Surrency, representing Lake City Community College, addressed the Board with the interest of establishing a branch campus in Gilchrist County. He asked that the Board to express their support in seeking property for the expansion of such a facility. He also stated that such a facility within the County would expand educational opportunities for the residents of the County. The construction and staffing of the facility would provide employment and be a source of desirable economic development within the County.

*Motion made by Commissioner Harrison seconded by Commissioner Randy Durden to instruct the County Attorney to prepare a resolution in support of the LCCC project and bring back to the Board for approval. Motion carried unanimously.*

**Time Certain 1:45 pm**

- Ordinance 08-02; Membership of the Public Safety Coordinating Council: Chairman Langford read the short title as follows:

**ORDINANCE 08-02**

**AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA, ALTERING THE MEMBERSHIP OF THE PUBLIC SAFETY COORDINATING COUNCIL; REMOVING THE COUNTY CLERK, COUNTY ATTORNEY, AND COUNTY ADMINISTRATOR FROM VOTING MEMBERSHIP; PROVIDING AN EFFECTIVE DATE.**

County Attorney, John McPherson stated that the positions of the County Clerk, County Attorney, and County Administrator were added to the Coordinating Council, suggesting that this addition may not be allowed under the statute. The statute is not clear to whether or not the Board of County Commissioners could add additional people. He stated that even if we could, it does create difficulties having so many members and no staff. Staff needs to act as staff so the Clerk, Attorney, and Administrator can discuss the issues without violating the Sunshine Law. He agrees that it is a good idea to remove the Clerk, Attorney, and Administrator as voting members of the Public Safety Coordinating Council and recommends the adoption of this ordinance.

*Motion made by Commissioner Kenrick Thomas seconded by Commissioner Sharon Langford to approve Ordinance 08-02. Motion carried unanimously.*

## **County Administrator's Report**

### **Public Safety**

- **EOC Update:** Mr. McQueen updated the Board on the progress of the construction for the EOC. He stated that the site work itself has been completed. He also presented a power point presentation for the Board to view.
- **Request for approval for underground power and lights for EOC:** Mr. McQueen requested approval, on a purchase order to Central Florida Electric Company, in the amount of \$1,730.00. This amount includes Underground Services for \$1,680.00 and Light Fixtures for \$50.00 for Public Safety Department/Emergency Operations Complex.

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve the Purchase Order to Central Florida Electric Company, in the amount of \$1,730.00 for underground services and lighting fixtures. Motion carried unanimously.***

- **Use of Volunteers for projects:** Chief Perez was asked by Chief Schaltenbrand if the volunteers were allowed to be utilized to perform light projects, in house. He requests that we pay the volunteers for labor, as a courtesy.

If the project requires a license or certification, policy must be followed accordingly. Also, if the volunteers that are working on these projects are not Volunteer Firefighters, the concern of them being covered by our insurance was addressed.

Chairman Durden suggested that the County Attorney, County Administrator and Chief Perez to draft a policy on the use of “volunteers” and bring back recommendations. Board agreed.

***Motion made by Commissioner Randy Durden seconded by Commissioner Sharon Langford to instruct the County Administrator, County Attorney and Chief Perez to bring back a policy on recommending the utilization of volunteers for the Boards consideration. Motion carried unanimously.***

- **EMT School:** Chief Perez requested permission for himself and Volunteer Chief, Michael Burnett to attend EMT School.

Commissioner Durden addressed the issue of the Board authorizing a volunteer fire fighter, who happens to already be a county employee, to attend EMT School. He stated that Mr. Burnett is already a fulltime County employee with the Animal Control Department. He feels that it wouldn't be right to send volunteer fire fighter (county employee) for training in another county job (EMT) when he is already dedicated to another full time position/department. The responsibilities of Mr. Burnett as an Animal Control Officer may be neglected due to the time he would be dedicating to training in another department.

Commissioner Durden also stated that there is no problem with sending volunteer fire fighters to EMT School as long as they are not employed by the County.

***Motion made by Commissioner Kenrick Thomas seconded by Commissioner Randy Durden to deny the request for Chief Perez and Mike Burnett to attend EMT School. Motion carried unanimously.***

- First Quarter Report: Chief Perez discussed Squad 1's statistics for the first quarter of service, during a power point presentation. He stated that they have been very effective and have made a difference in the level of service we provide. He also stated that 87% of their calls were EMS and they were able to respond to 110 calls. The work load is well distributed by days of the week and hours of the day.
- Request payment to KME for Chassis: Chief Perez requested payment to KME for the chassis portion, in the amount of \$83,030.00, of the grant as part of the original purchase order for NAFECO (#70001096). He stated that the chassis has been delivered and confirmed by the Contractor, ready for final assembly. The completion date for the final week in February has been set.

***Motion made by Commissioner Harrison seconded by Commissioner Randy Durden to approve the payment request to KME, in the amount of \$83,030.00 for the chassis portion of the grant with NAFECO. Motion carried unanimously.***

**Time Certain 2:15pm**

- National Weather Service: Mr. Al Sandrik, Warning Coordination Meteorologist with the National Weather Service in Jacksonville, Florida, presented the formal renewal of the county's "Storm Ready" status for Emergency Management. This is the county's first renewal.

**Time Certain 2:30pm**

- Mr. Terry Yazel, Insurance Issue: Mr. Yazel addressed the Board pertaining to an incident that occurred at Hart Springs. He stated that several months ago he had requested that a tree be cut down that appeared to be endangering to his trailer. Hart Springs Manager, Julie Harrison confirmed that she had the tree looked at and that it had been decided that the tree didn't look dangerous at that time. But if Mr. Yazel would move his trailer the tree would be taken down. Mr. Yazel never moved his trailer and the tree ended up falling. Mr. Yazel stated that he was never asked to move the trailer out.

Mr. Yazel is asking for the Board to pay his deductible or allow him to have two (2) months rent at Hart Springs for compensation of the damages to his trailer.

After much discussion, the Board agreed on a settlement.

***Motion made by Commissioner Harrison seconded by Commissioner Kenrick Thomas to grant two (2) months free rent at Hart Springs to compensate for trailer damages claimed by Mr. Terry Yazel, subject to Mr. Yazel signing a waiver of release. Motion carried 4-1, with Chairman Langford voting NO.***

## County Administrator's Report

### Public Safety

- Freedom Fire Equipment: Mr. McQueen presented two (2) invoices from Freedom Fire Equipment for payment as follows:
  1. Invoice for 2008 Custom Brush Truck and Firecom Head Set \$20,950.00
  2. Invoice for door lettering on 2008 Brush Truck #4 \$ 125.00  
\$21,075.00

***Motion made by Commissioner Randy Durden seconded by Commissioner Sharon Langford to approve the invoices from Freedom Fire Equipment totaling the amount of \$21,075.00, for the brush truck going to Southeast. Motion carried unanimously.***

### EMS

- Contract approval for First Federal Credit Control, Inc.: Mr. McQueen presented the contract from First Federal Credit Control, Inc. whose services are being considered for EMS Collections.

***Motion made by Commissioner Randy Durden seconded by Commissioner Harrison to approve the contract with First Federal Credit Control, Inc. subject to HIPPA Laws being observed accordingly. Motion carried unanimously.***

Request for Travel to 911 Database Group Meeting: Mr. McQueen requested for one person to attend, two nights of the three day meeting of the 911 Database meeting to be held April 1-3, 2008 at the Altamonte Springs Hilton, Seminole County.

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve the travel request and for registration for the County Administrator to attend the 911 Database meeting on April 1-3, 2008. Motion carried unanimously.***

Resolution on Property Taxes: Mr. McQueen presented a resolution for the Board's consideration recommended by FAC. The resolution is in reference to property taxes and is pertaining to the amendment that will be on the January 29<sup>th</sup> ballot.

***Motion made by Commissioner Harrison seconded by Commissioner Kenrick Thomas to direct to County Attorney to prepare a resolution using the draft provided by FAC and to include the language "expresses concern". Motion carried unanimously.***

### Planning & Zoning

- Temporary Use Permit/Code Enforcement Issues: Mr. McQueen asked Ms. Diane Rondolet, Code Enforcement Officer, to address the issue of a complaint she received from neighbors of the Glenn Koehler property, located at Crawford Street, Bell, Florida. The said property is in both the city and county. The complaint was about a travel trailer being on site during a clean up effort and was being used as a "temporary" living facility, without a permit.

Ms. Rondolet addressed the Board. She stated that Glenn Koehler was asked to cleanup his property, which at one time was a junk yard. It was brought to her attention that there was a travel trailer on site that was being occupied, as living quarters, during this cleanup. When she asked Mr. Koehler about the trailer he said that it was there for the purpose of having bathroom facilities and space to eat while on site during the cleanup. He had asked her if the trailer could stay for these reasons. She explained to Mr. Koehler that the trailer could not be on site without a permit. The discussion of the waiver of fees was addressed and she told him that issue would have to be presented to the Board.

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to allow the Temporary Use Permit for sixty (60) days, not waiving the fee.***

When Mr. Koehler purchases the sixty (60) day temporary use permit it will allow the trailer to be used as a living facility for sixty days. After sixty days, he will have to reapply or move the trailer from the property.

***Motion carried unanimously.***

Growth Management & Environmental Permitting Training: Mr. McQueen requested permission for someone to attend a training course to be held in Daytona Beach on Growth Management & Environmental Permitting on February 20-22, 2008. The Board recommended the County Planner, Taylor Brown attend. Mr. McQueen was directed to bring back the cost of the course. During the break, Mr. McQueen obtained the cost of \$495, for the training course, plus hotel.

***Motion made by Commissioner Randy Durden seconded by Commissioner Sharon Langford to allow Taylor Brown, County Planner, to attend the Growth Management training course to be held in Daytona Beach, FL on February 20-22, 2008. Motion carried unanimously.***

#### Solid Waste

- Purchase Order to replace two (2) Recycling Boxes: Mr. McQueen presented a request from Solid Waste to purchase two (2) recycling boxes, in the amount of \$8,740.00 from Wastequip.

***Motion made by Commissioner Sharon Langford seconded by Commissioner Randy Durden to approve the purchase of two (2) recycling boxes from Wastequip in the amount of \$8,740.00 for Solid Waste. Motion carried unanimously.***

- Interlocal Agreements between Alachua County and Gilchrist County: Mr. McQueen presented the following agreements for Board approval:
  1. **Second Amendment** to Interlocal Agreement between Alachua County and Gilchrist County for **Solid Waste Services**

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve the Second Amendment to the Interlocal Agreement between Alachua County and Gilchrist County. Motion carried unanimously.***

2. **Interlocal Agreement** for the **Hauling of Solid Waste** between Alachua County and Gilchrist County

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve the Interlocal Agreement between Alachua County and Gilchrist County for hauling of solid waste. Motion carried unanimously.***

Animal Control

- Mr. McQueen presented the Animal Control Reports for the months of November 2008, which has been amended, and for December 2008, for the Boards review.

Parks & Recreation

- Hart Springs Boat Ramp Pilings: Mr. McQueen addressed the issue of the pilings that Ben Withers ordered for the boat ramp project without looking at the specifications. The specs called for 10" diameter extra heavy steel pipe, with ½" thickness. The 10" pipe that Mr. Withers ordered has a ¼" wall thickness. Mr. Chancey, engineer for Mills Engineering, reported that since the pipe with thinner wall thickness had been order and primed, that it would be up the Gilchrist County (BOCC) to decide if they could be used. Mr. McQueen stated that the specs need to be followed. Mr. McQueen brought this reply to the attention to the Board and they agreed. Specs are to be followed. No further action required at this time.

Code Enforcement

- January 2008, Monthly Report: Mr. McQueen commented on what a good job Ms. Diane Rondolet does and that her reports are very thorough.

Prescription Drug Card Update: Mr. McQueen provided a report of the County's use of the drug card. Citizens of the county are utilizing the drug card program and the report shows the cards to be beneficial.

Weeks Building Filing System: Mr. McQueen explained the need for a filing system in the Week Building for the Building and Zoning departments. He presented a quote from SHELL Office Systems, in the amount of \$7,928.23, from state contract. The quote was for one (1) letter size and one (1) legal size, Times-2 Speed File Rotating Cabinet System.

***Motion made by Commissioner Harrison to DENY the request for the purchase, of a filing system, due to the fact that is was not budgeted for and not brought to the attention of the Board during the budget process...***

**Motion failed due to the lack of a second.**

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve the purchase of the filing system from SHELL Office Systems in the amount of \$7,928.23, from state contract, to be funded from General Revenue Reserve, for the Building and Planning & Zoning Departments. Motion carried 4-1, with Commissioner Harrison voting NO.***

Geographic Information Systems (GIS): Mr. McQueen requested permission for Molly Branning, who was hired part-time for census program, to attend the GIS Training, Session 1 to be held in Florence, Alabama on January 14-15, 2008. He also requested approval for travel.

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve the request for Molly Branning to attend the GIS training in Florence, AL and travel. Motion carried unanimously.***

#### S.H.I.P.

- S.H.I.P. Loan request for April Darling: Mr. McQueen presented a Ship Loan request, in the amount of \$29,000 for April Darling.
  - Applicant's Income Category: VERY Low
  - Loan Type: Existing Home Purchase
  - SHIP Loan Review Committee has approved.

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve SHIP Loan for April Darling in the amount of \$29,000, subject to the availability of funds. Motion carried unanimously.***

#### Attorney's Report

John McPherson, County Attorney presented the following items for informational purposes or Boards' approval.

Ordinance 08-01; English as Official Language: This ordinance was scheduled for an adoption hearing but was removed from the agenda due to the fact that the Gilchrist County Journal didn't publish the notice as requested; rescheduled for mid month meeting. No Board action required at this time.

Ordinance 08-02; Membership on Public Safety Coordinating Council: This ordinance was scheduled for an adoption hearing at this meeting. Board approved.

Draft Resolution; Policies for Electronic Communications: A draft resolution was prepared establishing policies for electronic communications for the Board's consideration. During discussion, the Board agreed to remove "h" under Section 6.3, D, 3 and directed Mr. McPherson to make corrections and set for adoption hearing at next meeting.

*Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to allow the County Attorney to make corrections and bring back for adoption. Motion carried unanimously.*

Agenda Change

- Resolution 2008-08; Reappointment of Planning Commission Members: Chairman Langford read the resolution with the short title as follows:

**RESOLUTION 2008-08**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA; RE-APPOINTING TWO MEMBERS OF THE GILCHRIST COUNTY PLANNING COMMISSION FOR A TERM OF THREE YEARS; AND ESTABLISHING AN EFFECTIVE DATE**

Members Roosevelt Stalvey and Michelle Crawford were reappointed for three years.

*Motion made by Commissioner Harrison seconded by Commissioner Kenrick Thomas to approve Resolution 2008-08. Motion carried unanimously.*

Recreation Straw Vote: The first notice was published on December 19<sup>th</sup> and the second notice was to be published on January 3<sup>rd</sup> but there was another problem with notice to the Journal and will be published this week.

Rolling Oaks Special Assessment District: Letters were sent to parcel owners and a public hearing has been scheduled for January 22, 2008. Mr. McQueen presented the number of vote cards that have been received as an overhead presentation (a handout was also provided); SE 62<sup>nd</sup> Ct, 9=YES and 3=NO; SE 62<sup>nd</sup> Ct, 12=YES and 4=NO. He stated that a notice would be sent to those who haven't responded, reminding them that their decision has not been received; and that a public hearing would be held and this would be the time for them to make their decision on how they want to vote.

EMS Trucks: Mr. McPherson received location of attorneys handling the class action against Ford and forwarded the information to Linda Walker. Mr. McPherson felt that Linda would be able to provide the information that was being asked for and steps are being taken to have the county join the action as a plaintiff.

Saunders v. Gilchrist County: Hearing on the County's Motion to Dismiss is set for January 15, 2008.

Gilchrist County v. Richard: This is code enforcement issue and is homesteaded, so we can't foreclose on the lien and would have to go to court to get them to clean it up. At this time, awaiting proof of service.

Animal Control Interlocal Agreement: The Animal Control Committee met on December 18<sup>th</sup>. Mr. McPherson stated that the current animal control Interlocal agreement has expired and it was agreed that the parties to the agreement should extend the agreement for 90 days

while a revised agreement is prepared. He stated that due to substantial changes in the animal control program, for example the County's construction of a new animal control facility, the Interlocal agreement will need substantial revisions. He and Duke Lang, City Attorney, are working on the revised agreement.

Rules and Procedures Manual: Mr. McPherson stated that he has updated rules and procedures manuals for distribution.

**Time Certain 4:30pm**

Road Department Report

- Monthly Rock Report: Justin Watson, Road Department Supervisor presented the Townsend Rock Pit report for the month of December 2007 as follows:

District 1	10	Loads	5	Loads paid for
District 2	19	Loads		
District 3	109	Loads		
District 4	41	Loads	10	Loads paid for
District 5	23	Loads	11	Loads paid for
Shop Stock Pile	32	Loads		
Solid Waste – 47	<u>38</u>	<u>Loads</u>		
	272	Loads		26 Loads paid for out of Stock Pile

- Striping Projects, total of 18.16 Miles: Mr. Watson presented a list of eight (8) roads that the Board had asked him to evaluate stripping. They are as follows:

NW 55 <sup>th</sup> Avenue	from CR 340 to Townsend Cemetery	1.56	miles
CR 337	from SR 26 to SE 70 <sup>th</sup> Avenue	2.95	miles
SE 45 <sup>th</sup> Avenue	from CR 232 to park at Waters Lake	1.11	miles
CR 232	from SR 47 to the Alachua Co. Line	5.4	miles
<b>SW 85<sup>th</sup> Lane</b>	<b>from SR 26 to the end of pavement</b>	<b>1.45</b>	<b>miles</b>
CR 341	from SR 26 to Levy County line	1.46	miles
NE 60 <sup>th</sup> Avenue	from CR340 to NE 62 <sup>nd</sup> Place	1.08	miles
CR 334	between CR 307 & CR 341	<u>3.15</u>	<u>miles</u>
	Total	18.16	miles

Mr. Watson received two (2) proposals for this stripping project; Jenkins Painting, in the amount of \$13,262.53 for 18.16 miles and Hicks, in the amount \$24,086.70 for 18.16 miles.

**SW 85<sup>th</sup> Lane** was omitted from the striping project due to deterioration and pot holes. It was also decided to stripe the edge line, as well as the center line on CR 337, CR 232 and CR 341.

Jenkins Painting was the lowest proposal, in the amount of \$13,262.53. By eliminating SW 85<sup>th</sup> Lane, this would bring that dollar amount down to \$12,632.88. It had been suggested that the funding for this project would come out of the Special Projects fund.

*Motion made by Commissioner Randy Durden seconded by Commissioner Harrison to approve the stripping projects as submitted, omitting SW 85<sup>th</sup> Lane, in the amount of \$12,632.88 to be funded out of Special Projects. Motion carried unanimously.*

## **County Administrator's Report**

### **Road Department**

- **John C. Hipp Construction:** Mr. McQueen received a notice from Jerry F. Fletcher, Project Manager for John C. Hipp Construction Equipment Company, stating that they would honor their bid prices through the month of January 2008, on the bid they submitted on October 12, 2007 for SE 62<sup>nd</sup> and SE 67<sup>th</sup>. No action required from the Board.
- **Ten (10) Acres north of Road Department:** Mr. McQueen addressed the issue presented to him by a realtor, on behalf of Hugh and Rita Martin, who are interested in selling ten (10) acres north of the Road Department Site. The Board was not interested in the land purchase.
- **Ray Langford Soil Borings:** Mr. McQueen stated that after Mills Engineering completed the soil boring test at Ray Langford's place, Mr. Mills found that there is some rock there and it is marginal at best. Mr. Mills will be present at the next meeting to discuss.
- **Weeks Auction Proceeds:** Mr. McQueen presented the proceeds from Week's Auction for the Road Departments surplus equipment, in the amount of \$22,457.00. Mr. Gilliam reminded the Board that at a previous meeting, it had been agreed to put these proceeds in the Road Departments Fund 140, Machinery & Equipment. Mr. McQueen stated that the Road Department would like for the purchase of the lowboy trailer, in the amount of \$8,000.00 be funded by these proceeds.
- **Scrap Metal and Scrap Vehicle Disposal:** The Road Department has approximately 10,000 lbs. of scrap metal on hand, including an old Ford Ranger that was declared as surplus. They are requesting permission to take the scrap and the Ford Ranger to Live Oak Salvage.

*Motion made by Commissioner Randy Durden seconded by Commissioner Harrison to allow the Road Department to declare scrap metal on hand, including Ford Ranger, as surplus, selling to Live Oak Salvage and proceeds go to the Machinery & Equipment budget for the Road Department. Motion carried unanimously.*

**Appaloosa Trails:** Commissioner Thomas addressed the issue of the roads in Appaloosa Trails. He stated that these roads are not county maintained and that the roads weren't put in right to start with and the land owners are not keeping up the maintenance on these roads.

**Commissioner Kenrick Thomas made a motion to take over these roads, pending permission from the landowner...**

Mr. Watson (Road Department) stated that, it is his understanding, that the landowners own to the middle of these roads and we would have to get a licensed surveyor to prepare a legal description. The landowners would have to dedicate the roads to the County.

Discussion continued...

**Commissioner Sharon Langford seconds the motion made by Commissioner Kenrick Thomas.**

*Motion made Commissioner Kenrick Thomas seconded by Commissioner Sharon Langford to take over Appaloosa Trail roads with the consent of the owners dedicating the right of way to the County. At this time, the road will not be brought up to County specification, but improve so County emergency vehicles could travel safely.*

Discussion continued...

Mr. McPherson stated that if the front boundary of each lot could be identified then each owner could quitclaim the front 30 feet from each lot and a survey might not be needed.

John Ayers, Gilchrist County Journal, addressed the Board, suggesting that a cost be determined before any action is taken.

The Board agreed that a procedure needs to be determined for this project and any future projects. At this time, a cost needs to be determined before any further action is taken on this project.

Chairman Langford called for a vote on the motion...

***The Board voted unanimously on the motion made by Commissioner Kenrick Thomas and seconded by Commissioner Sharon Langford. The motion was denied.***

### **Clerk's Report**

Joseph W. Gilliam, Clerk presented the following items for informational purposes or Boards' approval.

SBA Fact-Sheet: FYI, November earnings were retained and interest was kept and placed in Fund "B". No Board Action required.

Tax Deed on adjacent County Property: The property behind the old Trenton Medical Center, the property behind the Senior Center, and the property of Marjorie Martin (located off of SR 26) are coming up for tax deed sales. This information was brought to the Board for consideration of land purchase. The Board had no interest at this time.

The Rickman Partnership Invoices: The following two (2) invoices were presented for payment for professional services rendered by The Rickman Partnership:

1. Public Safety Complex (Completion of Bidding Phase) 12/04/07 \$7,303.88

*Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve payment in the amount of \$7,303.88 to The Rickman Partnership for services rendered. Motion carried unanimously.*

2. Med Station 2, Trenton (Reimbursable Expenses) 12/04/07 \$3,750.00

*Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve payment in the amount of \$3,750.00 to The Rickman Partnership for services rendered. Motion carried unanimously.*

Bids for Ambulance Loan: Three (3) RFP's on the loan for the ambulances were sent out to the local banks and the results are as follows:

- Ameris Bank 4.79%, Fixed Rate, 3 Annual Payments
- Capital City Bank 4.75%, Fixed Rate, Quarterly Int., 3 Annual Pymts
- Drummond Community Bank NO Bid (late arrival)

Mr. Gilliam made the recommendation to award the financing to Capital City Bank.

*Motion made by Commissioner Sharon Langford seconded by Commissioner Randy Durden to approve the financing for the new ambulances be awarded to Capital City Bank. Motion carried unanimously.*

Resolution 2008-01 & BE08-004; Ameris Bank Loan for Burt Property: Chairman Langford read the resolution with the short title as follows:

#### **RESOLUTION 2008-01**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA; ACCEPTING A LOAN FROM AMERIS BANK AND AUTHORIZING THE CLERK OF THE BOARD OF COUNTY COMMISSIONERS TO EXECUTE A PROMISSORY NOTE FOR \$190,000.00 TO AMERIS BANK IN ORDER TO PURCHASE REAL PROPERTY WITHIN THE CITY OF TRENTON.**

(BE08-004 provides budget for purchase of the Burt Property and loan from Ameris Bank, in the amount of \$190,000.00.)

*Motion made Commissioner Harrison seconded by Commissioner Kenrick Thomas to approve Resolution 2008-01 and BE08-004. Motion carried unanimously.*

Resolution 08-04 & BE08-007; SCATS Program Grant Award: This resolution amends the General Fund (001) by an increased amount of \$7,200.00 which represents the notification of a grant award, provided under the Florida Counties Foundation Small County technical Assistance Services (SCATAS) Program. This grant is earmarked to offset the one-time cost of acquiring software to integrate GIS with 911 addressing.

#### **RESOLUTION 08-04**

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

(BE08-007 provides budget for the SCATAS Grant to update 911 addressing for the 2010 census, in the amount of \$7,200.00.)

*Motion made by Commissioner Sharon Langford seconded by Commissioner Kenrick Thomas to approve Resolution 08-04 and BE08-007. Motion carried unanimously.*

Resolution 08-02 & BE08-003; Sale of Surplus Property: This resolution amends the General Revenue Fund (001) by an increased amount of \$2,000.00 which represents the proceeds from the sale of a 48 foot trailer.

**RESOLUTION 08-02**

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

(BE08-003 provides budget for Emergency Management for the sale of trailer to Sheriff, in the amount of \$2,000.00.)

*Motion made by Commissioner Harrison seconded by Randy Durden to approve Resolution 08-02 and BE08-003. Motion carried unanimously.*

Resolution 08-03 & BE08-006; LUCA Grant Award: This resolution amends the General Fund (001) by an increased amount of \$7,500.00 which represents the notification of a grant award, provided under the Florida Department of Community Affairs, LUCA Grant (Local Update of Census Addresses). This grant is earmarked to provide funding for a part-time position to coordinate and update census data for the 2010 census.

**RESOLUTION 08-03**

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

(BE08-006 provides budget for the LUCA Grant to update 911 addressing for the 2010 census, in the amount of \$7,500.00.)

*Motion made by Commissioner Kenrick Thomas seconded by Commissioner Randy Durden to approve Resolution 08-03 and BE08-006. Motion carried unanimously.*

Dean Steel Buildings, Inc. (ODP): Purchase Order No. 80000508, in the amount of \$57,926.19 was presented for payment to Dean Steel Buildings, Inc. This was for the ODP (Owner Direct Purchase) of the steel buildings for the EOC in Bell and the EMS Station in Trenton.

*Motion made by Commissioner Randy Durden seconded by Commissioners Kenrick Thomas to approve Purchase Order 80000508, in the amount of \$57,926.19, to Dean Steel Buildings, Inc., for the steel buildings for the new EOC in Bell and the EMS Station in Trenton. Motion carried unanimously.*

Braun Industries, Inc., Invoices: The following invoices were presented payment for the purchase of two (2) new ambulances for the EMS Department:

1. Invoice No. 20989	Finished 2007 Super Chief Prestige	\$177,848.00
2. Invoice No. 20990	Finished 2007 Super Chief Prestige	<u>\$177,848.00</u>
		\$355,696.00

***Motion made by Commissioner Randy Durden seconded by Commissioner Sharon Langford to approve the two (2) invoices to Braun Industries for the purchase of two (2) ambulances, in the amount of \$177,848.00 each. Motion carried unanimously.***

Mills Engineering Company Invoices: The following three (3) invoices were presented for payment for services rendered by Mills Engineering Company:

1. #2007105	12/07/07	CR 307 & 307A	\$13,495.88
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***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve invoice #2007105, in the amount of \$13,495.88 to Mills Engineering. Motion carried unanimously.***

2. #2007036	12/07/07	Soil Test at Ray Langford Site	\$ 7,101.50
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***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve invoice #2007036, in the amount of \$7,101.50 to Mills Engineering. Motion carried unanimously.***

3. #2006051	12/07/07	CR 232 (Widening & resurfacing)	\$11,555.25
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***Motion made by Commissioner Sharon Langford seconded by Commissioner Harrison to approve invoice #2006051, in the amount of \$11,555.25 to Mills Engineering. Motion carried unanimously.***

Road Department; Scrap Metal and Scrap Vehicle Disposal: Board agreed to allow the Road Department to declare scrap metal on hand, including Ford Ranger, as surplus, selling to Live Oak Salvage and proceeds go to the Machinery & Equipment budget for the Road Department.

The Alexander Group, LLC: The following three (3) items from The Alexander Group were presented for Board approval:

1. Change Order #2	Owner Direct Purchase	(\$86,838.59)
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This Change Order was for ODP #3 from Bell Concrete Products, (\$30,640.00); ODP #4 from Fish Bowl Materials, (\$15,272.59); and OPD #5 from Polysteel of N. Central Fl., (\$40,926.00)

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve Change Order #2, in the amount of \$86,838.59 from The Alexander Group. Motion carried unanimously.***

2. Change Order #3                      Owner Direct Purchase                      (\$68,627.63)

This Change Order was for ODP #2 from HD Supply, in the amount of (\$68,627.63)

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve Change Order #3, in the amount of (\$68,627.63) from the Alexander group. Motion carried unanimously.***

3. Pay Request #3                      Public Safety Complex                      \$86,172.13

This pay request has been approved by The Rickman Partnership, architect on the project

***Motion made by Commissioner Kenrick Thomas seconded by Commissioner Randy Durden to approve Pay request #3, in the amount of \$86,172.13 to The Alexander Group for services rendered on the new EOC. Motion carried unanimously.***

Maximum Millage Levy Calculations Final Disclosure and Maximum Millage Levy Calculations Final Disclosure MSTU: Mr. Gilliam stated that we are in receipt of two letters from the Department of Revenue acknowledging our Maximum Mileage Levy, for both our Ad Valorem and MSTU, were in compliance with all requirements. No action required from the Board.

Bryne Grant; Contract No. 2008-JAGD-GILC-1-Q0-044: Received notice that the FDLE, Florida Department of Law Enforcement is pleased to award the Edward Byrne Memorial Justice Assistance Grant, in the amount of \$2,399.00, for the project entitled, Equipment Upgrade, to Gilchrist County. Requesting Boards acceptance of the grant and to authorize Chairman to sign.

***Motion made by Commissioner Randy Durden seconded by Commissioner Harrison to approve the Bryne Grant in the amount of \$2,399.00 and to allow the Chairman to sign. Motion carried unanimously.***

John C. Hipp Construction, Final Pay Request: The following pay request for John C. Hipp Construction was presented for payment:

1. Pay Request #4      FINAL, CR 344, Project Id# 212162-2-58-01      \$49,571.42

***Motion made by Commissioner Kenrick Thomas seconded by Commissioner Harrison to approve Final Pay Request, #4, to John C. Hipp Construction, in the amount of \$49,571.42 for the CR 344 project. Motion carried unanimously.***

Supervisor of Elections Request: The use of wall space outside the office of the Supervisor of Elections office was requested by Ms. Connie Sanchez, SOE, for consideration of display as the "Wall of Veteran's".

***Motion made by Commissioner Randy Durden seconded by Commissioner Sharon Langford to approve the request for the use of wall space as long as there is nothing to be removed, if so this issue will need to be brought back before the Board. Motion carried unanimously.***

**Commissioners Reports**

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

Commissioner Sharon Langford: None noted.

Commissioner Randy Durden: None noted.

Commissioner Kenrick Thomas: None noted.

Commissioner Tommy Langford: Commissioner Langford asked about the annual dues of one thousand (\$1,000) dollars to The *Original Florida Tourism Task Force*. Dues have previously been paid by Ginnie Springs.

*Motion made by Commissioner Harrison seconded by Commissioner Randy Durden to pay the \$1000 membership fee to The Original Florida Tourism Task Force out of the Tourist Tax Fund. Motion carried unanimously.*

**Old Business:** None noted.

**New Business:** None noted.

**Public Participation:** None noted.

**Adjourn:**

With no further business Chairman Langford adjourned the meeting at 6:09 p.m.

Board of County Commissioners  
Gilchrist County, Florida

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Tommy Langford, Chairman

Attest:

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Joseph W. Gilliam, Clerk