

**MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD  
OF COUNTY COMMISSIONERS HELD MARCH 3, 2008.**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a **Regular Meeting** on Monday, March 3, 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. (Absent)**

**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, Julee Brideson, Administrative Assistant, Justin Watson, Road Department Supervisor, Ron Mills, Emergency Management, Taylor Brown, County Planner, Gene Parrish, Parrish Land Surveying, and Kyle Stone, Chamber of Commerce Director. Other Public Participants: Susan Cornwell, Nancy Erwin, Janice Wasson, Neighborhood Accountability Board Program & Teen Court, Diane Washington, Florida Youth Challenge Academy/Drop out Prevention Program and Jarrico Lewis and Brian Nixon, Walter Fisher, Joyce Ferrante, and Alan Mikell.

**Call to Order**

Chairman Tommy Langford called the meeting to order at 1:15 p.m. with County Administrator Ron McQueen delivering the invocation and him leading the pledge of allegiance.

Mr. Gilliam gave a medical update on Commissioner Harrison.

**Agenda Changes**

- Mr. Gilliam, Clerk presented the following agenda change:
  1. Amendment to 12/04/06 Board Meeting Minutes
  
- Mr. McQueen, County Administrator presented the following agenda changes:
  2. Bid Summary Rolling Oaks Bids
  3. Update on Hart Springs Boat Ramp
  4. T.V. Monitors for EOC
  5. Planning Commission Resignation, Tammy Davis
  
- Mr. McPherson, County Attorney presented the following agenda change:
  6. Resolution 08-26; Animal Control Appeals Committee

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to accept the agenda as presented with changes noted. Motion carried 4-0.***

## Consent Agenda

### Approval of Bills

- Supplement to the Agenda Packet..... February 28, 2008

### Budget Entries

- BE08-024, Fund 001, General Fund..... \$2,100.00

### Approval of Minutes

- Regular Meeting..... January 22, 2008

### Request for Payment

- Davis, Monk & Company  
(Progress billing for audit work completed on 2007 Annual Audit)..... \$10,000.00

***Motion made by Commissioner Randy Durden seconded by Commissioner Sharon Langford to approve Consent Agenda as presented. Motion carried 4-0.***

## Introduction

Chairman Langford introduced and welcomed Ms. Kyle Stone, the new Director of the Chamber of Commerce. Ms. Stone addressed the Board and stated that she is happy to be here and is looking forward to working with the citizens of Gilchrist County.

## County Administrator's Report

Mr. Ron McQueen, County Administrator, presented the following documents, and/or addressed the following issues, for the consideration of the Board.

### Public Safety

- EOC Update: The progress of construction at the new Emergency Operations Complex was presented as a power point presentation as Mr. McQueen updated the Board.
- Recommendation to install Sound and Paging System: Ron Mills presented to the Board, a request made by Chief Perez for the approval of a purchase order to Kennedy Communications, to install speakers in the Public Safety Complex.

This item was left out of the original plans. Mr. Mills continued to explain the purpose for the speakers and why they are being presented as an additional purchase. The Board requested that Mr. Perez be present at the next meeting to answer questions.

***Motion made by Commissioner Randy Durden seconded by Commissioner Sharon Langford to delay a decision on the purchase order for installing sound/paging system at the EOC until the next meeting and requested that Chief Perez be present to answer questions. Motion carried 4-0.***

### 1:30pm Time Certain

#### Development of Major Impact-Special Use Permit

- DMI-SUP 07-22: County Planner, Mr. Taylor Brown, presented the request made by Mr. Colin Myerson, for a Development of Major Impact-Special Use Permit for excavation, contouring and leveling of 17.5 acres of a 36.8 acre parcel located north of the City of Bell, southeast of the intersection of SR 49 (US129) and CR 340.

There were NO outstanding issues, NO noted public comments from adjacent property owners and the land complies with the Land Development regulations & Comprehensive Plan.

Staff recommended that the requested Development of Major Impact-Special Use Permit be approved with the seven (7) noted conditions.

The Planning Commission recommends approval with all seven (7) of the Staff's conditions, plus the addition of an eighth: Condition #8, the applicant will install silt fence along the Eastern boundary of the excavation site for the duration of the excavation. Staff does not concur with this additional recommendation.

***Motion made by Commissioner Sharon Langford seconded by Commissioner Randy Durden to approve the application for DMI-SUP 07-21, with the Staffs recommendations approving the seven (7) noted conditions, deleting number eight (8), the silt fence along the eastern boundary. Motion carried 4-0.***

### 1:45pm Time Certain

#### Susan Cornwell, Concerned Citizen

- Cable Service Issues: Ms. Cornwell addressed the Board with a complaint about the Florida Cable Company. She stated that the FCC is providing her cable service, but they are not capable servicing problems or upgrading, and that the cable service is practically out daily. She also stated that the FCC told her that she needed to contact the Board of County Commissioners, that they would be the ones to satisfy her cable service issues.

Commissioner Durden stated that this is not an issue that the Board of County Commissioners can resolve. The Board recommended that she present her issue to the City Commissioners of Fanning Springs.

**The Board took *no action* on Cable Service issues presented by concerned citizen, Susan Cornwell.**

#### Courthouse

- A/C Maintenance; Climate Control Mechanical Services, Inc.: Mr. McQueen presented information from Climate Control Mechanical Services, Inc. in reference to obtaining a contract for air conditioning services on the new system at the Courthouse. He stated that he would bring back a more detailed proposal, including costs, to the next board meeting.

## S.H.I.P.

- Alice White; Request for roll-offs and waive tipping fees: Mr. McQueen presented a request from the SHIP Administrator that the Board supply enough roll-off containers and waive the tipping fees for the demolition of Mrs. Alice Whites old home. Mrs. White is the recipient of a SHIP loan, in the amount of \$40,000, allowing a new home to be built and the builder will do the demolition but there are no funds to cover the costs of the roll-offs and tipping fees.

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to waive the roll-off container fees and the tipping fees for the demolition of Mrs. Whites old home. Motion carried 4-0.***

## Planning & Zoning

- Resignation from Tammy Davis: Mr. McQueen presented the Letter of Resignation from Planning Commission Member Tammy Davis, effective immediately.

***Motion made by Commissioner Randy Durden seconded by Commissioner Sharon Langford to accept the Letter of Resignation from Planning Commission Board Member Tammy Davis, effective immediately. Motion carried 4-0.***

- Planning Commission Applicants: Mr. Taylor Brown, County Planner addressed the Board with the procedure that was followed in order to determine the applicants to fill the two (2) available seats on the Planning Commission Board. He stated that there were five (5) Letter of Interests submitted; the applicants are as follows: Joseph P. Sullivan, Craig Watson, Joseph H. Lander, and Susan P. Owens. After Mr. Brown and Mr. McQueen interviewed all five (5) applicants, they were in agreement on the same two choices to satisfy the position of Planning Commission Board Member.

The Board agreed with Staffs recommendation of the two applicants to serve the remainder of the terms on the Planning Commission Board, with Joe Sullivan replacing Johnnie Martin and Craig Watson replacing Tammy Davis.

***Motion made by Commissioner Randy Durden seconded by Commissioner Sharon Langford to accept Staffs recommendations to appoint Joe Sullivan (to replace Johnnie Martin) and Craig Watson (to replace Tammy Davis) for the remaining terms on the Planning Commission Board.***

## 2:00pm Time Certain

- Florida Youth Challenge Academy, Drop-Out Prevention Program: Ms. Janice Wasson, Neighborhood Accountability Board (NAB) and Teen Court, addressed the Board present the drop-out prevention program being offered at the Florida Youth Challenge Academy. Ms. Wasson introduced Ms. Diane Washington, Florida Youth Challenge Academy, who presented a power point on the program offered. After the presentation two young men, Jarrico Lewis and Brian Nixon addressed the Board with their story of accomplishment by attending the academy.

Ms. Wasson concluded by stating that the program serves the students of Gilchrist County and others by giving them a bright and successful future that may have never been reached without this program.

## Code Enforcement

- Monthly Report: Ms. Diane Rondolet submitted the Code Enforcement Monthly Report for March 3, 2008, for the Boards' information.

## Animal Control Report

- Monthly Report: The animal Control Report for the month of February 2008, as well as a Year to Date report, was presented for Boards' information.

Bid Summary for Rolling Oaks SCRAP Project: Mr. McQueen presented the bid results for the Rolling Oaks SCRAP Paving Project. There were four (4) bids; they are as follows:

- |                             |              |
|-----------------------------|--------------|
| • John C. Hipp Construction | \$375,877.44 |
| • V.E. Whitehurst & Sons    | \$392,743.90 |
| • Anderson Columbia Company | \$470,697.90 |
| • APAC – Southeast, Inc.    | \$579,059.07 |

John C. Hipp Construction was the apparent LOW bidder on the Rolling Oaks SCRAP Project, ID# 406815-5-58-01, in the amount of \$375,877.44.

***Motion made by Commissioner Sharon Langford seconded by Commissioner Randy Durden to approve the award of LOW bid to John C. Hipp Construction, in the amount of \$375,877.44 for the Rolling Oaks SCRAP paving project. Motion carried 4-0.***

Hart Springs Boat Ramp Update: Mr. McQueen presented a power point presentation, for the Boards viewing pleasure, while delivering an update on the construction of the boat ramp at Hart Springs and discussed the issue of the rising water.

EMPA Grant Review Committee: Mr. McQueen stated that he had been appointed by Craig Fugate, to once again serve as a member on the EMPA Grant Review Committee and requested Boards' approval to do so.

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to allow County Administrator, Ron McQueen to serve another year as member of the EMPA Grant Review Committee. Motion carried 4-0.***

Site-Work for Senior Center: Jerry Poole representing Bailey, Bishop, & Lane, addressed the Board with the intent to negotiate a contract for the site-work on the Boards' property where the new Senior Citizen Center will be built.

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to allow Mr. McQueen to meet with Bailey, Bishop, & Lane to negotiate a contract for the site-work on the property for the Senior Citizens Center and bring back to the Board for consideration. Motion carried 4-0.***

## Attorney's Report

Mr. John McPherson, County Attorney, presented the following documents, and/or addressed the following issues, for the consideration of the Board.

Ordinance: Creation of Audit Committee: This ordinance, by statute, will create a committee to review the responses to RFP's for auditing services. To be noticed for adoption hearing at the March mid-month meeting.

Ordinance for Emergency Housing: Mr. McPherson stated that this ordinance would put in our code provisions for emergency housing after disasters such as a hurricane. He suggested that this ordinance be scheduled for the first meeting in April.

Resolution 2008-18; Hardship Guidelines: The County has had guidelines for allowing hardship waivers for special assessments, but were somewhat out of date and were not included in the County's policy manual. This resolution updates them and places them in the policy manual. Mr. McPherson recommends adoption of Resolution 2008-18. Chairman Langford read the short title as follows:

#### **RESOLUTION 2008-18**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA; CLARIFYING AND CODIFYING POLICIES AND PROCEDURES FOR THE GRANTING OF HARDSHIP WAIVERS FROM THE PAYMENT OF SPECIAL ASSESSMENTS IMPOSED BY THE COUNTY AND ESTABLISHING AN EFFECTIVE DATE**

*Motion made by Commissioner Randy Durden seconded by Commissioner Sharon Langford to approve Resolution 2008-18. Motion carried 4-0.*

Resolution 08-24; Bert Harris Act: Mr. McPherson prepared a resolution opposing the amendment of the Bert Harris Act as directed by the Board. Chairman Langford read the short title as follows:

#### **RESOLUTION 08-24**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA, OPPOSING THE AMENDMENT OF THE BERT HARRIS ACT AS SET FORTH IN HB 881; SETTING FORTH FINDINGS AND REASONS FOR OPPOSITION; AND PROVIDING AN EFFECTIVE DATE**

Board agreed for Mr. McPherson to forward copies of this resolution to the appropriate identities.

*Motion made by Commissioner Kenrick Thomas seconded by Commissioner Randy Durden to approve Resolution 08-24. Motion carried 4-0.*

Resolution 2008-25; Road Closure on portion of NE 90<sup>th</sup> Way: This resolution directs the County Attorney to advertise for a hearing on the closure of portion of NE 90<sup>th</sup> Way. Chairman Langford read the short title as follows:

#### **RESOLUTION 2008-25**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA; FINDING THAT A HEARING SHOULD BE HELD ON THE VACATION OF THAT PORTION OF NE 90<sup>TH</sup> WAY WITHIN SECTION 26, TOWNSHIP 7, RANGE 15 IN GILCHRIST COUNTY; SETTING A HEARING DATE ON SUCH VACATION; AND PROVIDING AN EFFECTIVE DATE**

***Motion made by Commissioner Randy Durden seconded by Commissioner Sharon Langford to approve Resolution 2008-25. Motion carried 4-0.***

Resolution 2008-26; Animal Control Appeals Committee: The recently adopted revised animal control regulations created the Animal Control Appeals Committee comprised of the Chairman of the County Commission, the County Administrator, and a third member. It is the purpose of this resolution to allow the appointment of that third member. Ms. Robin Bean was recommended by Animal Control Officer, Lynn Watson. Ms. Bean is a volunteer who works with the adoption of animals. Mr. McPherson recommended adoption for Resolution 2008-25 and read the short title as follows:

#### **RESOLUTION 2008-26**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA; APPOINTING THE THIRD MEMBER OF THE ANIMAL CONTROL APPEALS COMMITTEE; AND ESTABLISHING AN EFFECTIVE DATE**

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to appoint Ms. Robin Bean as the third member of the Animal Control Appeals Committee, serving a one year term, effective immediately. Motion carried 4-0.***

Animal Control Interlocal Agreement: Mr. McPherson stated that Mr. McQueen has worked out the funding formula to put in the revised animal control agreement. Mr. McQueen stated that he would get the wording to Mr. McPherson and will be brought back to the Board at the next meeting. All three Boards (Trenton, Bell and Gilchrist County) will have to approve.

Saunders v. Gilchrist County: Mr. McPherson stated that the Reply Brief has been prepared and filed.

Gilchrist County v. Richard: Mr. McPherson stated that the Motion for Summary Judgment has been prepared and filed.

#### **Clerk's Report**

Mr. Joseph W. Gilliam, Clerk of Court, presented the following documents, and/or addressed the following issues, for consideration of the Board.

#### **Agenda Change**

- Amendment to Board Minutes from December 4, 2006: Mr. Gilliam addressed the corrections that needed to be noted on the Tax Deed Sales section of the December 4, 2006 Board minutes. The amount of the excess funds that was listed for each application was wrong, but the bottom line figure of \$32,567.89 was correct. A correction will be made noting the correct amount of each application and page 3 of the Official Records will be amended by the insertion of an additional page noting the corrections.

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve the corrections to the minutes of December 4, 2006, the section on Tax Deed Sales. Motion carried 4-0.***

Purchase Request

- Law Library; CompUSA Sales Quote: A quote for the purchase of hardware (computer and printer) to provide an electronic *Law Library* for public use in the Clerk’s Office, from CompUSA, in the amount of \$941.97 was presented for approval. Mr. Gilliam explained the need and use of the Law Library. The cost will be funded out of the Law Library Fund (129). At this time, we are only purchasing the hardware and will have access to “free” links and subscriptions. If in the future, a subscription for additional libraries is found to be needed, the request to purchase will be brought back to the Board at that time.

***Motion made by Commissioner Randy Durden seconded Commissioner Kenrick Thomas to approve the purchase order, in the amount \$941.97, for the public use Law Library. Motion carried 4-0.***

County Cell Phone Usage and Personal Calls: The issue of *personal usage* on county owned cell phones was addressed. Mr. Gilliam provided references that explained policies and procedures that the County could enforce as part of their policy to control the personal use of county owned cell phones.

Mr. McPherson stated that our policy references that you could not use your county owned cell phone for personal use if it went beyond incidental use. We may need to clarify what *incidental use* is by some sort of an objective standard. If the usage is consistently going on, beyond incidental use, even though the employee may be paying for it, they are in violation of county policy.

It was suggested that a list of all county cell phone numbers be provided and who they are issued to, so it can be determined how many phones are actually needed and get them all under one plan.

Mr. Gilliam provided a list of all known cell phone numbers (and regular phone line numbers) for the Boards’ review. A list of all known cell phone numbers will also be provided to all department heads for their review and clarification. Any additions or changes should be brought to the Board for review. The Board also requested a copy of the cell phone bills and rate plans. This will help in determining what action needs to be enforced.

***Motion made by Commissioner Randy Durden seconded by Commissioner Sharon Langford to direct the County Attorney to bring back an amended County Policy to clarify Incidental Use and Repayment Method for personal cell phone usage. Motion carried 4-0.***

Alexander Group, Pay Request #5: Pay Request #5 from the Alexander Group, in the amount of \$63,691.66, was presented for payment, on the Public Safety Complex.

***Motion made by Commissioner Randy Durden seconded by Commissioner Sharon Langford to approve Pay Request #5 to the Alexander Group, in the amount of \$63,691.66, for the Public Safety Complex. Motion carried 4-0.***

Owner Direct Purchases for the Public Safety Complex

- Change Order #0007; Bell Concrete (ICF Concrete)..... (\$12,900.00)

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve Change Order #0007, Bell Concrete, from the Alexander Group, in the amount of (\$12,900.00) for the Public Safety Complex. Motion carried 4-0.***

- Change Order #0008; Taylor Cotton & Ridley (Doors)..... (\$53,563.00)

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve Change Order #0008, Taylor Cotton & Ridley, from the Alexander Group, in the amount of (\$53,563.00) for the Public Safety Complex. Motion carried 4-0.***

Suwannee River Economic Council, Inc.

- A *Letter of Support* was requested from the Board by the Suwannee River Economic Council, Inc. on a proposal that they are submitting to the Rural Development for the twenty-third year funding for its Housing Preservation Grant Program.

***Motion made by Commissioner Sharon Langford seconded by Commissioner Randy Durden to approve Letter of Support for the Suwannee River Economic Council and allow the Chairman to sign. Motion carried 4-0.***

Budget Recap: The Budget Recap for period ending February 25, 2008 was presented for the Boards' review. Mr. Gilliam and Ms. Jacki Johnson, Director of Finance, reviewed the budget recap, answering and explaining any questions presented by the Board.

Florida Department of Transportation; Contract No. AN557, FEID/Vendor ID No. F596000622025, Maintenance Work Order

- The State Highway System Lighting, Maintenance and Compensation Agreement was presented for the Boards' approval. The FDOT has determined that Gilchrist County is currently eligible for \$5,925.16, under this program for FY2009. This includes a 3% increase for maintenance and operational costs. Mr. Gilliam request approval and for the Chairman be allowed to sign.

***Motion made by Commissioner Kenrick Thomas seconded by Commissioner Sharon Langford to approve the FDOT State Highway System Lighting, Maintenance and Compensation Agreement and allow the Chairman to sign. Motion carried 4-0.***

Medical Examiners Contract

- The Medical Examiners Contract, in the amount of \$15,585.88, was presented for approval and allow the Chairman sign. This is a three party agreement between Gilchrist County, University of Florida Board of Trustees and William F. Hamilton, District Medical Examiner.

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to approve the Medical Examiners Contract and allow the Chairman to sign. Motion carried 4-0.***

Bid Results for Regular Unleaded and Diesel Fuel

- Mr. Gilliam addressed the issue of the bids that were received for the purchase of regular unleaded and diesel fuel. He stated that all results, except for one, were

higher than what we are currently paying on state contract pricing. After reviewing the bids, a few bidders were contacted, discussing the costs a little more, and the outcome of the conversations came down to making the decision to stay with state contract prices. He made the recommendation to the Board that all bids be rejected and stay with state contract price.

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas to reject all bids and continue using state contract pricing for the purchase of regular unleaded and diesel fuel at the Fuel Depot. Motion carried 4-0.***

### **Commissioner Reports**

No reports noted at this time.

### **Time Certain 4:30pm**

#### **Road Department Report**

- **Employee Resignation:** Mr. Justin Watson, Road Department Supervisor, addressed the Board looking for direction on how to overcome the issue of being shorthanded. The Board agreed for Mr. Watson the shift the work load around utilizing the employees he already has. This would also help with the Road Departments budget.

***Motion made by Commissioner Randy Durden seconded by Commissioner Sharon Langford to freeze all positions, excluding EMS that no hiring be done to fill vacant positions without Board approval. Motion carried 4-0.***

- **Rolling Oaks Special Assessment District Paving Project:** Mr. Watson inquired what budget/line item the costs, including rock hauling, fuel and labor, would be funded from (road improvements or special projects). Mr. Gilliam stated that the Board hadn't taken action as of date, in directing the finance department on where to take funding from.

***Motion made by Commissioner Randy Durden seconded by Commissioner Kenrick Thomas that the costs for the Rolling Oaks Special Assessment District Paving Project be funded from the Special Road Projects Fund; PAVING COSTS are not to be charged to this fund. Motion carried 4-0.***

**Old Business:** None noted.

**New Business:** None noted.

**Public Participation:** None noted.

### **Adjourn:**

With there being no further business, Chairman Langford adjourned at 4:56 pm.

Board of County Commissioners  
Gilchrist County, Florida

Attest:

\_\_\_\_\_  
Joseph W. Gilliam, Clerk

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Tommy Langford, Chairman