

**MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF  
COUNTY COMMISSIONERS HELD OCTOBER 5, 2009.**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a **Regular Meeting** on Monday, **October 5, 2009**, at **1:30 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 Sharon A. Langford, Chair**  
**Commissioner D. Ray Harrison, Vice Chairman**  
**Commissioner Randy Durden**  
**Commissioner Tommy Langford**  
**Commissioner Kenrick Thomas**

**Others in Attendance:** Joseph W. Gilliam, Clerk of Court; Jacki Johnson, Director of Finance; Patty McCagh, Board Secretary; John K. McPherson, County Attorney; Ron McQueen, County Administrator; Julee Brideson, Administrative Assistant; John Ayers, Gilchrist County Journal; Diane Rondolet, Code Enforcement; Billy Cannon, Road Department Supervisor; Gail Garrard, BB&L; Chris Decubellis, Marvin Weaver, GC Extension and 4H Club Members; Mary Kate Colson; Diane Clifton; and Harland Pfaffenberger.

**Call to Order:** Madam Chairman called the meeting to order at 1:31 p.m. with Commissioner Kenrick Thomas delivering the invocation and Commissioner Randy Durden leading the pledge of allegiance.

**Agenda Changes**

- Mr. Gilliam, Clerk of Court, presented the following agenda changes:
  1. Addition: **Consent Agenda:** Mills Engineering Invoices #2005063; HMPG Sheriff's Drainage Project...\$1,440.50 #2008093; Otter Springs Water Treatment for SW 70<sup>th</sup> Street...\$1,228.00
  2. Addition: **Clerk's Report:** Tax Collector, Tax Deed Applications
- Mr. McQueen, County Administrator, presented the following agenda changes:
  1. Addition: Hart Springs Rental House
  2. Addition: Otter Springs Boat Ramp Renovation & Lease Agreement
  3. Addition: Animal Control Report
  4. Addition: Mills Engineering Annual Contract

***Motion made by Commissioner Randy Durden, seconded by Commissioner Tommy Langford, to approve the Agenda as presented, with noted changes. Motion carried unanimously.***

## Consent Agenda

### Approval of Bills

September 2009 (on file in Clerk's Office)

### Request for Payment Approval

#### **Dixie County Inmate Housing**

Month of August 2009 .....\$4,948.95

#### **Hunt Insurance Group, Inc.**

Inmate Medical Excess Loss Indemnity Program .....\$2,346.39

***Motion made by Commissioner D. Ray Harrison, seconded by Commissioner Tommy Langford, to approve the Consent Agenda as presented. Motion carried unanimously.***

### County Administrator's Report

Mr. McQueen, County Administrator, presented the following documents, and/or addressed the following issues.

Application for Road Closure, SE 7<sup>th</sup> Court: Mr. McQueen addressed the issue of a request that was made by Mrs. Mary Kate Colson, that SE 7<sup>th</sup> Court be closed. He explained that the request is from SR 26 to CR 319 about ½ miles, very narrow and is graded/maintained by the County. Mrs. Colson and Billy Cannon, Road Department Superintendent, were present to discuss this issue.

Mr. Cannon stated that a couple of months ago he had been contacted by Mr. Colson on closing the road. Mr. Cannon informed him that it is Board's policy as long as all the residents along the road were in agreement to the closure, that there shouldn't be an issue of not closing it.

Mrs. Colson addressed the Board and explained why she requests that the road be closed, from CR 319 to the end of their property, and that they own the property on both sides of the road.

Discussion took place on the Road Department being able to get the equipment up and down the road, and to be able to turn around, without having to use private driveways. It was also discussed that there was one property owner who was not in favor of the road being closed, although he wants the road to be continued to be graded. Mr. McPherson explained the procedure that is to be followed for a road closure request.

***Motion made by Commissioner D. Ray Harrison, seconded by Commissioner Randy Durden, to direct the County Attorney to prepare a resolution closing the road from S.E. 7<sup>th</sup> Court from Mr. & Mrs. Colson's property back to CR 319. Madam Chairman called for any discussion...discussion took place. She then called for a vote...Motion carried unanimously.***

**Road Department Report:** The Road Department Report was moved up on the agenda from the scheduled Time Certain that was set for 4:30 p.m.

**Vehicle Transfer:** Mr. Cannon presented the request from the Fire Department, Station 2, that the 1985 GMC Fire Truck, ID#GDL7D1E7FV506684, be transferred to the Road Department. Discussion took place...

***Motion made by Commissioner Tommy Langford, seconded by Commissioner D. Ray Harrison, to approve the transfer of the 1985 GMC Fire Truck from Fire Station #2, to the Road Department. Motion carried unanimously.***

**Cost of deliver to Municipalities:** Mr. Cannon brought back the costs, as directed by the Board, for the Road Department to deliver materials to the municipalities within Gilchrist County. The numbers are as follows:

- Limerock per Load: \$150.00 Material and Delivery
- Asphalt per Load: \$200.00 Delivery ONLY

Discussion took place... Mr. Cannon explained that these figures utilized FEMA guidelines for fuel and labor cost.

***Motion made by Commissioner D. Ray Harrison, seconded by Commissioner Kenrick Thomas, to approve the cost of delivery to the cities of Trenton and Bell, for a load of rock at \$150.00 per load (material and delivery) and \$200.00 for hauling/delivery of asphalt. Motion carried unanimously.***

Mr. McPherson stated that he will prepare a resolution updating the county policy on this matter.

**Right-of-Way repair on CR 232:** Mr. Cannon requested some direction from the Board on how to handle the repair of damage done on the ROW of CR 232. The property owner Mr. Wilson was having a fence erected by Contractor William Royster, and caused damage to the ROW off of CR 232, in front of Mr. Wilson's property. Discussion took place...

**The Board agreed that it is the responsibility of the landowner and the Contractor to repair the ROW damage on CR 232. The Board also directed the County Attorney to draft a demand letter, to the property owner and the Contractor, stating the specifications on repairing the counties right-of-way.**

### **Time Certain**

**1:45 p.m. Proclamation 2009-10, National 4-H Week:** Madam Chairman presented Proclamation 2009-10, for the record, as follows:

### **Proclamation 2009-10**

**WHEREAS**, 4-H youth across the nation are developing life skills and leading efforts to solve problems in their communities, raise awareness about environmental issues, develop key life skills to prepare them to be active citizens and make a difference for their futures; and

**WHEREAS**, 4-H is one of the largest youth development organizations in Florida and the largest in the nation with six million young people; and

**WHEREAS**, 4-H in Florida claims 234,098 youth members, while Gilchrist County's 4-H program numbers about 300 members and more than 40 volunteers; and

**WHEREAS**, 4-H as part of the University of Florida's Cooperative Extension Service, is a program where youth learn through opportunities that provide them hands-on experiences in 4-H's mission mandates of agriculture, science, engineering and technology; healthy living; and citizenship; and

**WHEREAS**, 4-H has connected youth and their communities with the innovative research and resources from our nation's 106 land-grant universities and colleges for more than 100 years and 4-H is celebrating 100 years in Florida in 2009;

**NOW, THEREFORE, THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS**, do hereby proclaim October 4-10, as

**National 4-H Week**, in Gilchrist County

The people of this community are encouraged to take advantage of the opportunity to become more aware of this special program that enhances our young people's interests in their futures as part of Gilchrist County 4-H Youth Development and to join us in recognizing the unique partnership between our county and our state University System.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner Kenrick Thomas to approve Proclamation 2009-10.*** Madam Chairman called for any public participation.

Mr. Chris Decubellis, Gilchrist County 4-H Agent, addressed the Board thanking them for their support as 4-H Members passed out a token of their appreciation.

Madam Chairman called for any further discussion, none noted. She then called for a vote...  
***Motion carried unanimously.***

**County Administrator's Report continues...**

**Fire Investigation Training:** Mr. McQueen presented, as recommended by Chief Perez, that Dexter Lewis, Gilchrist County's Certified Fire Investigator, be approved to attend the Florida Arson Symposium to recertify and maintain certification in his field. Chief Perez's recommendation also included that the registration and hotel for three (3) days in Orlando be paid for by the County; Registration Fee, \$245.00; Room Rate, \$100.00 a night x3; and normal per diem.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Tommy Langford, to approve Dexter Lewis to attend Arson Investigation Symposium on October 19-21, 2009 and to be reimbursed for expenses at normal per diem rates of County. Motion carried unanimously.***

**EMS and School Board Agreement:** Mr. McQueen presented, as requested by Linda Walker EMS Chief, for the Board's approval, the Memorandum of Agreement (MOA) between the Gilchrist County School Board and Gilchrist County Emergency Medical Services Trenton, Florida.

The MOA is for the EMS to share in the responsibility for the education of Health Career students in the Academy of Health Related Professions through the Cooperation and assistance of its staff and employees along with the faculty of the GCSB.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner Kenrick Thomas, to approve the MOA between the Gilchrist County EMS and the Gilchrist County School Board. Motion carried unanimously.***

Disposition of Surplus Property List: Mr. McQueen presented explanations on the findings of the unidentified items that were on the disposition list.

***Motion made by Commissioner Randy Durden, seconded by Commissioner Tommy Langford, to declare the items as surplus and be disposed of by the proper means. Motion carried unanimously.***

Disposition Request: Mr. McQueen presented a Disposition Request, as submitted by Fire Rescue Station 4, on a 1986 Chevrolet Fire Truck, VIN# F37MLX42931, to be declared for surplus and for sale.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner Randy Durden, to declare the 1986 Chevrolet Fire Truck, VIN# F37MLX42931 as surplus and for sale. Motion carried unanimously.***

Code Enforcement Report: Mr. McQueen presented the monthly Code Enforcement Report for October 2009, as submitted by Ms. Diane Rondolet, Code Enforcement Officer.

Otter Springs Road Update: Mr. McQueen presented a memorandum from Suwannee River Water Management District's Land Resource Manager, Bob Heeke, Sr. The memo referenced amending the Lease with Gilchrist County for Otter Springs Park and Campground. Discussion took place...

SRWMD's Staff recommends approval and execution of an amendment to the Lease with Gilchrist County for Otter Springs Park and Campground to increase road expenses up to \$175,000.00 for FY 2010.

***Motion made by Commissioner Randy Durden, seconded by Commissioner Kenrick Thomas to approve the amendment to the Otter Springs Park and Campground Lease to allow for an increase in the road expense, up to the amount of \$175,000.00, allowing the project to move forward. Motion carried unanimously.***

Hart Springs Rental House: Mr. McQueen presented the recommendation, as submitted by Mitchell Gentry, Park Manager, for the rental cost of the Hart Springs Rental House. The proposed rates are as follows:

- Nightly Rate: \$125.00 per night; increase to \$150.00 if seasonal demand warrants
- Weekend Stays: Minimum of a two-night stay on regular weekends and a three-night stay during a holiday weekend; unless approved by manager (example...off-season opening)

- Week Rental: Six days for the cost of five days, \$625.00; or seven days for the cost of six days \$750.00

***Motion made by Commissioner Tommy Langford, seconded by Commissioner Randy Durden, to approve the proposed rates, as noted, for the Hart Springs Rental House. Motion carried unanimously.***

Donation of Right of Way from Loncala: Mr. McQueen addressed the issue of the proposed donation of a right of way from Loncala Properties. He stated that said property is located up on the Alachua County Line, Section 24. This property is in the middle of a family dispute. It was suggested by the Road Department Supervisor that if a piece of equipment cannot access the road from Gilchrist County that the County does not accept this property. Discussion took place...

Commissioner Tommy Langford asked that he be given the chance to meet with the property owner on the Loncala Donation of the right of way on the Alachua County Line.

**The Board agreed to Commissioner Langford's request and for him to bring back a recommendation.**

Animal Control Shelter Update: Mr. McQueen updated the Board on the newly completed Animal Shelter. He informed the Commissioners that the Grand Opening will be held on November 2<sup>nd</sup> at 6:00 p.m. Mr. McQueen also presented the Animal Control Report for the month of September 2009, as submitted by Karan Fisher, Animal Control Officer.

Senior Center Update: Mr. McQueen presented a power point showing the progress at the Senior Center Site. He stated that everything is on schedule at this time.

Ayers Health & Rehabilitation Center: Mr. McQueen presented a request from Ayer's for the donation of Halloween candy. The candy will be given out by their residents during the annual program "Safe Place to Trick or Treat".

Mr. Gilliam stated that he was just advised that the program had been cancelled due to H1N1.

Otter Springs Boat Ramp Renovation: Mr. McQueen presented a preliminary cost estimate, as provided by Mills Engineering, for the renovation of the Otter Springs boat ramp.

Mr. McQueen stated that the engineering, design and preliminary cost estimate has to be done ahead of time in order to obtain permits for the Florida Boating Improvement Fund. He also stated that there is a line item with sufficient funds to make our 25% match for the FBIF. He is requesting that the Board approve moving forward with the grant submission for the renovation of the Otter Springs boat ramp.

***Motion made by Commissioner Randy Durden, seconded by Commissioner Tommy Langford, to approve Staff to move forward with the grant application for the Otter Springs boat ramp renovation and upgrade. Motion carried unanimously.***

Annual Contract Renewal: Mr. McQueen presented the Annual Contract for Engineering Services, from Mills Engineering Company. This is the same contract, no changes in price, allowing Lee Mills to continue to be the County's primary engineer.

***Motion made by Randy Durden, seconded by Commissioner Tommy Langford, to approve the Annual Contract Renewal for Mills Engineering. Motion carried unanimously.***

### **Attorney's Report**

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

Ordinance 2009-11, Family Lot Splits and Dry Pipes: Mr. McPherson stated that the revised ordinance was taken back to the Planning Commission on September 28<sup>th</sup> and they recommended approval. The ordinance will be set for another adoption hearing at 5 p.m. on October 19<sup>th</sup>.

Ordinance 2009-13, Annual Update of Capital Improvement Plan: Mr. McPherson stated that this ordinance is to be set for an adoption hearing at the first meeting in November.

Ordinance 2009-\*\*, Special Assessment District on Existing Subdivision: Mr. McPherson stated that this ordinance is set for a 5:00 p.m. workshop at the October 19<sup>th</sup> meeting.

Ordinance 2009-\*\*, Revised Sign Regulations: Mr. McPherson stated that this ordinance will be taken to the Planning Commission for review and then brought back to the Board.

Resolution 2009-54, Purchasing Procedures: Mr. McPherson stated that it was brought to his attention that there is a conflict between the purchasing procedures in our policies and the procedures in the Code. The conflict is monetary thresholds for different required approvals. The thresholds in the Code are the more recently adopted by the Board, and this resolution amends the policies to refer to the thresholds in the Code. Madam Chairman read the short title as follows:

#### **RESOLUTION 2009-54**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA; MAKING PURCHASING POLICIES CONSISTENT WITH THE PURCHASING REQUIREMENTS IN THE GILCHRIST COUNTY CODE; AND ESTABLISHING AN EFFECTIVE DATE**

***Motion made by Commissioner D. Ray Harrison, seconded by Commissioner Tommy Langford, to approve Resolution 2009-54.*** Madam Chairman called for any discussion... none noted; she then called for a vote. ***Motion carried unanimously.***

Regional Conflict Council: Mr. McPherson stated that the State has appealed the Regional Conflict Council decision and is not over yet.

### Clerk's Report

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

GCSO Request to Transfer Funds: Mr. Gilliam presented a request from the Gilchrist County Sheriff's Office to transfer funds, for year end cleanup. The request is to transfer funds as follows:

\$16,387.86	from (521) Law Enforcement Personal Services
\$ 7,521.83	from (521-1) Communications Personal Services
\$22,579.43	from (570) Judicial Personal Services to Law Enforcement Operating Expenses and
\$23,768.87	from (523) Corrections Personal Services to Corrections Operating Expenses

***Motion made by Commissioner Randy Durden, seconded by Commissioner D. Ray Harrison, to approve the requested transfer of funds, as noted, by the GCSO. Motion carried unanimously.***

FEMA: Mr. Gilliam addressed the issue of the receipt of FEMA Reimbursement funds from the 2009 floods. He also stated that FEMA has reminded the County that there are reimbursements due for the 2004 storms.

Ms. Jacki Johnson, Director of Finance, reviewed the distribution of the 2009 FEMA flood reimbursements as follows:

Hart Springs	\$44,728.26	Federal
	<u>7,454.72</u>	State
	\$52,182.98	
Debris	\$14,240.37	Federal
	<u>2,373.40</u>	State
	\$16,613.77	
Road Repairs	\$90,225.24	Federal
	<u>15,037.56</u>	State
	\$105,262.80	

\$46,000.00 deposited to Fund 140 Transportation to cover partial cost of Burn Box and Grapple Truck for debris management

\$128,059.55 deposited to Fund 001 General Fund to cover partial cost of new Squad Truck for the Road Department (\$16,463.36); for repairs at Hart Springs (\$52,182.98); Balance to be held in Reserve to repair roads in flood area, pending SRWMD/DEP approval.

**BOCC approved the distribution of FEMA funds as presented by BOCC Finance.**

Ms. Johnson explained the options to the Board for reimbursement at that Finance recommends repayment of the \$28,278.25 from FY 08/09 budget, Storm Account.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner Kenrick Thomas, to approve the FEMA Reimbursement, in the amount of \$28,278.25, out of the 08/09 Storm Category. Motion carried unanimously.***

Insurance Claim Payment: Mr. Gilliam presented the insurance settlement offered by SENTRY Insurance, on the Road Departments 2001 Ford F150 Super Crew Truck that was declared a total loss as a result of an accident on June 18, 2009. The settlement offered was in the amount of \$6,053.39.

***Motion made by Commissioner Randy Durden, seconded by Commissioner Tommy Langford, to accept the insurance settlement in the amount of \$6,053.39, for the loss of the 2001 Ford 150. Motion carried unanimously.***

Lease Agreement for Ag Station: Mr. Gilliam presented the renewal of the Lease Agreement on the Department of Agriculture Station, in Fanning Springs. The agreement is between Gilchrist County and the State of Florida Department of Agriculture and Consumer Services, Offices of Agricultural Law Enforcement. The lease shall become effective October 1, 2009 and unless sooner terminated as hereinafter provided shall continue in effect for a period of five (5) years until September 30, 2014.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner Randy Durden, to approve the Lease Agreement for the Agriculture Station in Fanning Springs. Motion carried unanimously.***

Tax Deed Applications: Mr. Gilliam presented a request for funds, from the Tax Collector, in the amount of \$400.00, to order proceed with Title Searches on Tax Deed Application procedures.

***Motion made by Commissioner Randy Durden, seconded by Commissioner Tommy Langford, to approve the Tax Collector's request of \$400.00 for Title Searches on Tax Deeds held by the County. Motion carried unanimously.***

**Commissioners Reports**: None noted.

**Old Business**: None noted.

**New Business**: None noted.

**Public Participation**: None noted.

**Adjourn**: With there being no further business a motion was made by Commissioner Tommy Langford, seconded by Commissioner Kenrick Thomas, to adjourn. Motion carried unanimously. Madam Chairman adjourned at 3:18 p.m.

Board of County Commissioners  
Gilchrist County, Florida

Approved:

---

Sharon A. Langford, Chair

Attest:

---

Joseph W. Gilliam, Clerk of Court