

**MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF
COUNTY COMMISSIONERS HELD MARCH 15, 2010.**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County Florida, convened in a **Regular Meeting** on **Monday, March 15, 2010**, at **4:00 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 D. Ray Harrison, Jr., Chairman
Commissioner Tommy Langford, Vice Chairman
Commissioner Randy Durden
Commissioner Sharon A. 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; Linda Walker, EMS Chief; Carlos Perez, Fire Chief; Wilma Mattucci, Gilchrist County Public Library; Jerry Murphy, Hart Springs Diving Advisory Board; Lee Mills, Mills Engineering; Marvin Weaver, County Extension; Amanda Desmartin, Early Learning Coalition of the Nature Coast; and Bill Douberly.

Call to Order: Chairman Harrison called the meeting to order at 3:59 p.m. with Commissioner Randy Durden delivering the invocation and Commissioner Sharon Langford leading the pledge of allegiance.

Agenda Changes

- Changes presented by the Clerk:
 1. Addition: Public Library Policy
 2. Addition: Educational Foundation Shed

- Mr. Ron McQueen, County Administrator, presented the following agenda changes:
 1. Addition: Wilma Matucci; Discussion on Library Funding
 2. Addition: Warren Emenecker; to address Board on Animal Control
 3. Addition: Proposed cost for renovation of BLUE House
 4. Addition: Request to waive fees for the ALERT Team, \$1,190.00
 5. Addition: Request to waive application fees to re-plat Shady Bend Subdivision
 6. Addition: Interlocal Agreement with Dixie County for Building Official Services
 7. Addition: Approval of uniform contract to U1st
 8. Addition: Update from Spring Ridge Road Committee

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

Consent Agenda

Request for Payment Approval

Mills Engineering

Invoice 2008093, Otter Springs Surface Water Treatment	\$1,879.63
Invoice 2009069, Widen and Resurface GCR 337	\$2,545.25
Invoice 2009059, Solid Waste Transfer Facility Operation Permit ...	\$1,995.00
Invoice 2010022, Research ROW for SW 10th Street	\$1,870.00

Budget Entries

BE10-005, Fund 001, General Fund	\$152,964.00; and
Resolution 2010-10, Amending the General Fund	
BE10-006, Fund 001, General Fund	\$7,937.00; and
Resolution 2010-11, Amending the General Fund	
BE10-007, Fund 470, Otter Springs	\$78,814.00; and
Resolution 2010-12, Amending the Otter Springs Park Fund Budget	
BE10-008, Fund 001, General Revenue	\$4,000.00
Emergency Management (Machinery & Equipment and Utilities)	

Motion made by Commissioner Randy Durden, seconded by Commissioner Sharon 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.

Resolution 2010-13, Signature Authority: Mr. McQueen presented Resolution 2010-13, Signature Authority, for the Boards consideration, with the short title reading as follows:

RESOLUTION 2010-13

RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO RECEIVE AND EXPEND STATE OF FLORIDA FUNDS FROM THE DEPARTMENT OF COMMUNITY AFFAIRS TO SUPPORT OFFICE OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY PROGRAMS; AND AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE AND AMEND SUCH CONTRACTS AND AGREEMENTS AS REQUIRED; TO ENTER INTO ANY SUBCONTRACTS OR SUBGRANT AGREEMENTS TO ACCOMPLISH THE PURPOSE OF SUCH CONTRACT; TO APPLY FOR, RECEIVE AND EXPEND ADDITIONAL FUNDS SHOULD THEY BECOME AVAILABLE UNDER THIS STATE PROGRAM; AND TO FILE AND EXECUTE ANY NECESSARY AMENDMENTS TO ANY APPLICATION AND AGREEMENT; AND TO EXERCISE THE CANCELLATION PROVISION CONTAINED THEREIN.

Discussion took place as Mr. McQueen explained that the Department of Emergency Management is moving their budget year. This means that the contract we currently have is for nine months and will end in July; between July and our budget year they will fund us for three months. He stated that it is really critical for us to turn around the agreement so that the state will send us the funds we need for our final three months.

Mr. Ron Mills, EM Chief, has prepared Resolution 2010-13, allowing either the County Administrator or the Chairman of the Board to sign agreements/contracts, instead of waiting for it to go before the Board.

Mr. Gilliam stated that by allowing the County Administrator to have the authorization to execute the contracts and agreements doesn't follow the County's policy. Discussion continued...

Motion made by Commissioner Randy Durden, seconded by Commissioner Tommy Langford, to approve Resolution 2010-013, Authorizing the County Administrator to receive and expend State EM Funds as long as ALL County Policies and Rules and Procedures are followed. Chairman Harrison then read the short title for the record; then he called for any further discussion... ***Motion carried unanimously.***

4:15 p.m. Time Certain

Hart Springs Diving Advisory Board Update: Mr. Jerry Murphy, Hart Springs Diving Program, presented an amendment to the proposals on Open Water Diving (at Hart and Otter Springs) as noted in the report that he submitted to the Board in March.

Motion made by Commissioner Tommy Langford, seconded by Commissioner Sharon Langford to approve the Hart Springs Diving Advisory Boards recommendations on the revised proposal for Open Water Diving at Hart and Otter Springs. Motion carried unanimously.

County Administrator's Report continues...

Implementation of a 3rd EMS Unit: Mr. McQueen's report continued with Fire Chief Carlos Perez and EMS Chief Linda Walker addressing the Board with a presentation on the implementation of a 3rd EMS unit.

Chief Perez began the presentation with issues of concern including the General Overall Goal, which is to provide 24/7 Fire & EMS Services from numerous stations throughout Gilchrist County; Current Objects; Strategies; and Assessments.

Chief Linda Walker presented and reviewed Supporting Data which included the EMS Responses by Year, Total Number of Transported Patients, Missed Responses, and the Total Number of Fire Calls for 2008 & 2009.

Chief Perez continued with the Cost Analysis for the implementation of the third EMS unit which included Three EMT Positions w/benefits, \$138,000.00 (projected at \$46,000 each); Create Shift Captains, by restructuring current shift Lt's and EMS Captain positions \$22,000.00; Housing \$0.00; Vehicles/Equipment \$0.00; and Training \$5,000.00.

Chief Perez addressed the projected costs that would affect the current budget in the amount of \$83,500.00 and the projected known re-occurring costs affecting next years budget in the amount of \$157,000.00.

At this time, Chairman Harrison asked that this presentation be interrupted in order for the scheduled 4:30 p.m. Time Certain to be addressed.

4:30 p.m. Time Certain: Road Department Report

Freeze Damaged Roads: Mr. Billy Cannon, Road Department Superintendent addressed the issue of county roads damaged due to freezing weather. He had asked Mr. Lee Mills, County Engineer to prepare costs for the repair of the freeze damaged roads.

Mr. Mills addressed the Board and presented the numbers for the cost of repairs on five different roads that have experienced severe freeze damage. The five roads affected by freeze damage include Sun Springs Road, SW 85th Lane (Fanning Springs), Waters Pond, Ginnie Springs and Townsend Cemetery Roads.

Mr. Mills provided the following numbers for each road project; these numbers include the consideration of the County doing a bulk of the work along with the County hiring a Contractor for Mobilization, Maintenance of Traffic and the actual Paving.

		Contractor <u>1¼" Overlay</u>	Contractor/County <u>1" Overlay</u>
• Sun Springs Road	1.5 miles	\$264,000.00	\$120,000.00
• Fanning Springs Rd	1.5 miles	\$264,000.00	\$120,000.00
• Waters Pond Road	1.1 miles	\$195,000.00	\$ 94,000.00
• Ginnie Springs Road	8/10 mile	\$144,000.00	\$ 63,000.00
• Townsend Cemetery Road	1.8 miles	\$318,000.00	\$145,000.00

Discussion continued on the repairs of the noted road projects and the consideration of putting Sun Springs Road or Fanning Springs Road first on the SCOP Program. Discussion continued...

The Board took NO action, at this time, on the repairs needed to the freeze damaged roads.

Disposition Request – Mobark Chipper: Mr. Cannon presented the request to declare a Mobark Chipper (item#A27, serial #V900258F) as surplus and to be allowed to sell at auction.

Motion made by Commissioner Randy Durden, seconded by Commissioner Tommy Langford, to approve the disposition and sell of the Mobark Chipper. Motion carried unanimously.

County Administrator's Agenda Change

Update from Spring Ridge Road Committee: Mr. Carlos Perez, Chairman of the Spring Ridge Road Committee, addressed the Board and presented a copy of the package that will be distributed to the residents of Spring Ridge Subdivision on the option of repairing the roads in their community; including a voting ballot for each property owner to make known whether they *support* or *not support* the initiation of the process by which a Special Assessment District be created for the paving of roads in their community.

He extended an invitation to the County Administrator, County Attorney, County Clerk, County Road Superintendent, and the Commissioners to attend the committee meetings scheduled for Thursday, April 8th, 2010, at 7:00 p.m. and Saturday, April 10th, 2010, at 4:00 p.m. at the Spring Ridge First Church of God in High Springs. **No Board Action required.**

5:00 p.m. Time Certain

Early Learning Coalition of the Nature Coast: Ms. Amanda Desmartin with the Early Learning Coalition of the Nature Coast addressed the Board and requested their consideration to approve Proclamation 2010-01, Recognizing and Observing the week of March 22 -26, 2010, as *Children's Week* in Gilchrist County. Ms. Desmartin read the proclamation for the record.

Motion made by Commissioner Tommy Langford, seconded by Commissioner Sharon A. Langford, to approve Proclamation 2010-01. Motion carried unanimously.

Ms. Desmartin also asked for permission to hang Children's Art Work Hands in the hallway of the Courthouse.

The Board agreed to allow the art work to be displayed in the hallways of the Courthouse.

County Administrator's Report continues...

Implementation of 3rd EMS Unit: Chief Perez continued with his presentation on the request for the implementation of a third EMS Unit.

Chief Perez reviewed the Projected Revenue Sources, EMS Revenue, and concluded with a summary, of the following:

- Add three EMT Positions
- Create three Captain positions from within current organizational structure
- Provide necessary training for effective management of Fire & EMS departments

The Board took no action at this time and agreed to consider the request for further discussion at the next meeting allowing time for funding to be determined.

County Administrator's Agenda Changes

Discussion on Library Funding: Ms. Wilma Mattucci addressed the Board and discussed the issue of Lack of Funding, for libraries. She requested that the Board email the Governor and other State Representatives to keep the library funding. Ms. Matucci read from a list of library services that her library provides for community organizations and agencies. She was asked to submit that list for the record.

The Board agreed to support this effort in any way they can.

As part of the Clerk's report (as an agenda change) was the issue of the Gilchrist County Public Library Unattended Child Policy. Mr. Gilliam addressed this issue and asked Ms. Mattucci if she had any thoughts or improvements on the proposed policy. Ms. Mattucci stated that she doesn't agree with the *Children Under 10 must be accompanied...* statement.

Mr. Gilliam asked that this item be removed from his report to allow further review by library staff and will be brought back at the next meeting.

County Administrator's Report continues...

Request to declare Surplus and Donate: Mr. McQueen presented the request to declare a Ford 8000 Fire Truck, County ID #02167, VIN #1FDY8U8DVA0884, as surplus and donate to the Pine Long Fire Department in Holmes County.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Tommy Langford, to approve the Ford 8000 Fire Truck, ID #02167, VIN #1FDY8U8DVA0884 as surplus and donate to the Pine Long Fire Department in Holmes County.

Request to declare surplus property and take to auction: Mr. McQueen presented several pieces of property to be considered for surplus and taken to auction. The property is as follows:

<u>Department</u>	<u>Description</u>	<u>Serial/VIN</u>	<u>County ID#</u>
Hart Springs	Ford 1520 Tractor	N/A	02127
Hart Springs	Ford Ranger	FTCR10A2MUB47047	1678
Animal Control	Ford F250	FDHF25HXVEB11043	2395
Solid Waste	Flat Bed Semi Trailer	N/A	N/A
Fire	5 ton Military	NL075TC22811016	2175

Motion made by Commissioner Randy Durden, seconded by Commissioner Sharon A. Langford, to declare noted property as surplus and to be disposed of at auction. Motion carried unanimously.

Animal Control

Hiring of new Officer: Mr. McQueen stated that interviews for a new Animal Control Officer have taken place and Ms. Tanya Rippey was chosen for the position.

Request for Training: Mr. McQueen presented the request for the new Animal Control Officer, Tanya Rippey, to attend the Animal Control Officer Training EDE 0756, to be held on April 19-23, 2010, at the Hampton Inn Ft. Lauderdale; it is a 40hr/program, approximate cost \$1,453.62.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Tommy Langford, to approve Tanya Rippey to attend Animal Control Officer Training in Ft. Lauderdale; (April 19-23, 2010, at the Hampton Inn Ft. Lauderdale; it is a 40hr/program, approximate cost \$1,453.62). Motion carried unanimously.

PetPoint Software and Agreement: Mr. McQueen presented the PetPoint Application Service Provider Agreement, for pet health software program, for the Boards approval and Chairman's signature. The County Attorney has reviewed the agreement and is satisfied as to its form.

Motion made by Commissioner Tommy Langford, seconded by Commissioner Randy Durden, to approve the PetPoint Application Service Provider Agreement and authorize the Chairman to sign. Motion carried unanimously.

Mr. McQueen also asked the Board to consider increasing the adoption fee's by \$10.00 to cover the cost of the micro chip and first impound.

Motion made by Commissioner Randy Durden, seconded by Commissioner Sharon A. Langford, to approve the increase in the adoption fee's by \$10.00 (to cover the cost of the micro chip and first impound). Motion carried unanimously.

911 Coordinator's Spring 2010 Meeting: Mr. McQueen requested permission to attend the Spring 2010 911 Coordinator's Meeting to be held on Wednesday, April 14, 2010, at the Hilton Sandestin, in Destin, Florida.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Tommy Langford, to approve travel for the County Administrator to attend the 911 Coordinator's Spring 2010 Meeting. Motion carried unanimously.

Water Conservation Month; Proclamation 2010-03: Mr. McQueen presented Proclamation 2010-03, Water Conservation Month; Chairman Harrison read the short title, for the record, as follows:

PROCLAMATION 2010-03

A PROCLAMATION RECOGNIZING AND OBSERVING THE MONTH OF APRIL AS WATER CONSERVATION MONTH IN GILCHRIST COUNTY

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Randy Durden, to approve Proclamation 2010-03. Motion carried unanimously.

Impact Fee Survey Results: Mr. McQueen presented the results of an Impact Fee Survey as requested by the Board. He stated that in almost every case, for those who had reduced permit fees said, that they did not see any increases in permits issued. Results were included as part of the agenda packet for the Boards review. No Action required; informational purposes only.

Broadband Authority, Letter of Support: Mr. McQueen presented a request for a *Letter of Support* to the National Telecommunications and Information Administrations supporting their consideration of grant funding for the PRO-JOBS initiative through the Broadband Technology Opportunities Program.

Motion made by Commissioner Randy Durden, seconded by Commissioner Kenrick Thomas, to authorize the Chairman to sign a Letter of Support to the National Telecommunications and Information Administration for the support of the Broadband Technology Opportunities Program. Motion carried unanimously.

Original Florida Staffing Grant: Mr. McQueen presented a request for a *Letter of Support* to the Original Florida Tourism Task Force in support of an application for a Rural Regional Development Grant.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Randy Durden, to authorize the Chairman to sign a Letter of Support to the Original Florida Tourism Task Force for the support of a Rural Regional Development Grant. Motion carried unanimously.

NCFRPC Opposition to the Interbasin Transfer of Water: Mr. McQueen presented for the Boards information, a copy of a resolution that the North Central Florida Regional Planning Council recently adopted opposing the interbasin transfer of water and the establishment of a central regulatory commission for water resources supply development. The Council supports existing state law and policy concerning the management of our valuable water resources and these existing laws and policies will help ensure an economically and environmentally sustainable future for all of Florida.

The Board directed the County Attorney to prepare a draft resolution opposing the Interbasin Transfer of Water.

Request to select a new representative to the Well-FL Council: Mr. McQueen presented the request for the Boards consideration of a replacement for Dewayne Yates to serve on the Well-FL Council. He asked for recommendations be brought back at the next meeting.

Proposed cost for renovation of BLUE House: Mr. McQueen presented two quotes for the renovation of the BLUE House totaling approximately \$3,000.00. These renovations are necessary in order to house the Veteran's Affairs office. Discussion took place on where the funding for these renovations should come from... Other Buildings or General Revenue Reserve.

Motion made by Commissioner Randy Durden, seconded by Commissioner Tommy Langford, to approve approximately \$3,000.00 for necessary renovations to the BLUE House to house the Veteran's Affairs Office, with costs to be funded out of General Revenue Reserve. Motion carried unanimously.

Request to pay tipping fees for the ALERT Team: Mr. McQueen presented a request for the tipping fees acquired by the ALERT Team, in the amount of \$1,190.00, to be paid out of the Solid Waste budget. Discussion took place...

Motion made by Commissioner Randy Durden, seconded by Commissioner Tommy Langford, to approve the request for tipping fees acquired by the ALERT Team, in the amount of \$1,190.00 be paid out of Solid Waste. Motion carried unanimously.

Request to waive application fees to re-plat Shady Bend Subdivision: Mr. McQueen presented the request for the application fees to re-plat Shady Bend Subdivision be waived in order to help Catie Barnes find a way to split her property. He stated that the only way that seems fit for her to get what she needs done on her parcel is for the subdivision to be re-platted. She is willing to get a survey and plat done by a surveyor; and ask that the application fee of \$1,200.00 be waived. Discussion took place...

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Randy Durden, to waive the application fee, in the amount of \$1,200.00, for re-platting Shady Bend Subdivision. Motion carried unanimously.

Interlocal Agreement with Dixie County for Building Official Services: Mr. McQueen presented an Interlocal Agreement between Gilchrist and Dixie County to allow Frank Ritter to assist Dixie County as their Building Official, two days a week. Dixie County would pay half of Frank's salary and 44½¢ per mile on the vehicle (a mileage log will be kept). He also stated that this would be for a period of 3-6 months, leaving it open, with the possibility of extension beyond that. Discussion took place...

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Tommy Langford, to approve the Interlocal Agreement with Dixie County for Building Official Services and to allow the Chairman to sign. Discussion took place on billing process; corrections will be made to the agreement including the benefits of FICA, Medicare, Retirement and Insurance... ***Motion carried unanimously.***

Approval of uniform contract to U1st: Mr. McQueen removed this issue from the agenda and requested it be brought back at another meeting.

Attorney's Report

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

Road Department Tractor and Limber: Mr. McPherson stated that he received a phone call from GreenSouth and that they want to set up a date to meet with staff. He will be working with GreenSouth, who will make arrangements with Alamo and set up a meeting date.

Chevalier Complaint: Mr. McPherson stated that Mr. Averitt was served with notice of violations and has somewhat come into compliance with sign ordinance. There is still one sign that is still to large; needs to be confirmed by Diane Rondolet, Code Enforcement Officer.

Challenge to Impact Fee Legislation: Mr. McPherson stated that there is no new activity.

LDC Updates: Mr. McPherson reminded the Commissioners to bring their Land Development Code books to the meeting; and he will update them with the 2010 Supplement.

Clerk's Report

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

Vehicle Schedule Changes: Mr. Gilliam addressed the issue of reconciling the property records with the insurance bill. He provided a list of vehicles (from EMS, Fire, Road Department and County Administration; on file in Finance Department) that are no longer on the road or rolling stock and recommended that they be removed from the insurance policy.

Motion made by Commissioner Tommy Langford, seconded by Commissioner Randy Durden, to approve the request as recommended by the Clerk to remove list of vehicles from insurance policy. Motion carried unanimously.

Florida Department of Health: Mr. Gilliam presented the notification of award, for an EMS County Grant, in the amount of \$3,517.00. No action needed; informational purposes only.
Surplus Fixed Assets: Mr. Gilliam requested permission to declare surplus and authorize cannibalization of three (3) computer towers which are obsolete and being stored in the basement of the Commissioners building. They are on the fixed assets list as follows: FA#2843 Systemax Tower, Clerk's Office; FA#2845 Systemax Tower, Clerk's Office; and FA#2850 Systemax Tower, Clerk's Office.

Motion made by Commissioner Sharon Langford, seconded by Commissioner Tommy Langford, to approve surplus and cannibalization of the three computer towers as requested by the Clerk. Motion carried unanimously.

Educational Foundation Shed: Mr. Gilliam presented a request, from the Educational Foundation, for permission to temporarily place a small 6' x 10' portable shed on the Robert's Property. Discussion took place...

Motion made by Commissioner Randy Durden, seconded by Commissioner Kenrick Thomas, to approve the request made by the Educational Foundation to place a small portable shed on Roberts Property. Motion carried unanimously.

Commissioners Reports

Commissioner Randy Durden: Commissioner Durden, as President of the AARP, addressed the Board requesting to be allowed to use the lodge at Otter Springs during Off Peak (M-T) as a daily rate of \$50.00 (per use). Discussion took place...

Motion made by Commissioner Tommy Langford, seconded by Commissioner Randy Durden, to direct the County Attorney to draft a resolution to establish Off Peak Rates for Lodge use at Otter Springs. Motion carried unanimously.

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 Randy Durden, to adjourn. Motion carried unanimously.*** Chairman Harrison adjourned the meeting at 7:17 p.m.

Board of County Commissioners
Gilchrist County, Florida

Approved:

D. Ray Harrison, Jr., Chairman

Attest:

Joseph W. Gilliam, Clerk of Court