

**MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF  
COUNTY COMMISSIONERS HELD JANUARY 3, 2011.**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on Monday, **January 3, 2011**, 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**  
**Commissioner D. Ray Harrison, Jr.**  
**Commissioner Randy Durden, Chairman**  
**Commissioner Tommy Langford**  
**Commissioner Kenrick Thomas, Vice Chairman**

**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; Billy Cannon, Road Department Supervisor; Ron Mills, EM Chief; Diane Rondolet, Code Enforcement Official; Lee Mills, Mills Engineering; Virginia and Caleb Johns, Hipp Construction; Ray & Jane Rauscher; Nancy Padgett; and Norm Conti.

**Call to Order:** Chairman Durden called the meeting to order at 1:30 p.m. Chairman Durden delivered the invocation and Commissioner Sharon A. Langford led the pledge of allegiance.

**Agenda Changes**

- Mr. Ron McQueen, County Administrator, presented the following agenda changes:
  1. Addition: Update on Used Fire Truck
- Changes presented by Commissioner Tommy Langford:
  1. Addition: Request approval for divers to do sample testing at Otter Springs
- Changes presented by Commissioner Randy Durden:
  1. Addition: Norm Conti, President of the SREC Senior Advisory Group

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

**Consent Agenda**

**Approval of Minutes**

Regular Meeting ..... December 6, 2010

**Approval of Bills**

December 2010 Old Year/New Year (on file in Clerk's Office)

**Budget Entries**

BE11-002, General Revenue, Fund 001 ..... \$1,000.00

**Request for Payment Approval**

City of Trenton ..... \$84,445.00  
 FY 2010-2011 Community Redevelopment Fund  
 Small County Coalition ..... \$ 3,472.10  
 Invoice for Payment of SCM Participation Fees  
 Dixie County Inmate Housing ..... \$ 6,097.09  
 November 2010  
 Mills Engineering Company  
 Invoice 2009069, W/R GCR 337 ..... \$ 3,718.50  
 Invoice 2010009, General Consulting ..... \$ 1,045.00

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Tommy Langford, to approve the Consent Agenda as presented.***

Discussion took place on the Mills Engineering invoice regarding General Consulting for the estimate of construction cost and proposed definition on the project for the Community Development Block Grant (CDBG) application for the Waccasassa Lake Project in the Sun N Fun Subdivision. It was the Boards understanding at the time they approved to move forward with the grant application that there would be NO cost to the County and now they are asked to pay for engineering services.

Mr. McQueen explained that although the application that was being submitted was for the same project as the year before, higher numbers were needed and this required engineering services (to research the project).

The Board agreed that from now on any unforeseen costs (after the approval of a grant application) will not take place; the invoice to Mills Engineering was approved as part of the Consent Agenda. ***Motion carried unanimously.***

**Agenda Change**

**Norm Conti, President of the SREC Senior Advisory Group:** Mr. Conti addressed the Board with an explanation and update on the use of funds the BOCC had budgeted for Seniors, at Senior Center; also gave an update on AARP activities and State Award, for Volunteer Work as #1 Chapter in the State of Florida.

**County Administrator's Report**

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

**2008 Urban Area Security Initiative Program:** Mr. McQueen presented the request, as submitted by Mr. Ron Mills, Emergency Management Chief, for the Boards' approval of the Amendment to the Agreement, for grant funded services, for the 2008 Urban Area Security Initiative Program and that the Chairman be authorized to sign.

Mr. Mills addressed the Board and explained that the present agreement is terminated three (3) months early by the amendment to accommodate contracting the grant program for payment of the **CodeRed Service**. In turn, the lost three (3) months will be added on to the new contract so no actual loss of service is experienced.

Mr. Mills also stated that the new contract (to be delivered in 2011) will update service through 2012; this program is managed through “Jacksonville Fire & Rescue” as district representative, for the UASI Program.

***Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas to approve Amendment Number One to Agreement between The City of Jacksonville and Gilchrist County for Management and Control of Property and Equipment Acquired with Federal Grant Funds (UASI Program). Motion carried unanimously.***

Homeland Security Agreement: Mr. McQueen presented the request, as submitted by Mr. Ron Mills, Emergency Management Chief, for the Boards’ acceptance and Chairman signature, the Homeland Security Agreement, in the amount of \$49,798.00, Federally Funded Sub-Grant Agreement #11-DS-9Z-03-31-01-TBA.

Mr. Mills addressed the Board and explained that this funding opportunity is predetermined and budgeted for the development and execution of a “Post Disaster Redevelopment Plan” and “Functional Exercise Program”; the contract period for the agreement is October 1, 2010 through April 30, 2013.

***Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Tommy Langford, to accept the Homeland Security Agreement, in the amount of \$49,798.00, Federally Funded Sub-Grant Agreement #11-DS-9Z-03-31-01-TBA, and to allow the Chairman to sign. Motion carried unanimously.***

Burn Ban: Mr. McQueen stated that due to the need to have a Burn Ban instituted, it is now being requested by the Florida Forestry Department that the County extend it for another fourteen (14) days; effective 1:00 p.m. January 3, 2011 through January 18, 2011.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner D. Ray Harrison, Jr., to approve the extension of the Burn Ban for another fourteen (14) days, effective 1:00 p.m. January 3, 2011 through January 18, 2011. Motion carried unanimously.***

Purchase of used Fire Truck: For informational purposes, Mr. McQueen presented an update on the results of obtaining comparable quotes (on used fire trucks) as previously directed by the Board. He stated that the quotes received ranged from \$40 - \$45,000.00 and that Fire Chief Billy Careccia will be moving forward with the purchase of the used fire truck, from Coco Beach Fire Department, for the amount of \$30,000.00, as previously approved by the Board. **The Board agreed.**

Division of Forestry 2010 Report: Mr. McQueen presented The Division of Forestry Annual Report for the Fiscal Year beginning July 1, 2009 and ending June 30, 2010, for the Boards' information. (on file in the Clerk's Office)

Animal Control Monthly Report: Mr. McQueen presented, for the Boards' information, the Animal Control Monthly Report, for November 2010, as submitted by Animal Control Official Tanya Rippy.

Speaker System for Otter Springs: The Board discussed purchasing a sound system for use at the Otter Springs Lodge.

**The Board requested that the County Administrator look into purchasing a sound system, for Otter Springs, and bring back a cost.**

Solid Waste – C&D Material Sign: The Board discussed the issue that DEP has come up with an additional rule at Solid Waste, for C&D material dumping. They are now requiring that a sign be placed stating that construction and debris material has to be dumped into the dumpster by the customer, not by Solid Waste. It was mentioned that this may not be such a problem for people that bring in a small trailer or small truck load of stuff but for those who have a large quantity may require some assistance. Discussion took place.

**The Board agreed that Pat Fisher, Solid Waste Superintendent, be invited to the next board meeting to discuss the nature of the sign requirement as directed by the Department of Environmental Protection.**

### Time Certain

2:00 p.m. Hipp Construction; Otter Springs Road Surface Treatment Issues: Mr. McPherson updated the Board on the meeting that was held with Hipp Construction to come up with a price/cost on corrective measures for Otter Springs Road.

Ms. Virginia Johns presented Hipp Construction's issues concerning the condition of surface treatment on Otter Springs Road (SW 70<sup>th</sup> Street). After reviewing the history of the road project and the problems with road, she recommended that 1½" of asphalt would stabilize the surface treatment and up to 4" of asphalt would be needed to fix the low area (18' wide x 200' long) that holds water. She suggested the need for elevations to determine adequate drainage. Hipp Construction agreed to provide ALL labor, machinery & equipment and Gilchrist County would purchase the asphalt; 1½" @ \$64,156.00 approximately or 1" @ \$43,145.00 approximately – with the additional cost (to raise the elevation in the low area) of between \$7,000.00 and \$8,000.00. Discussion took place.

Mr. Lee Mills, County Engineer (Mills Engineering) presented options for corrective measures, for the surface treatment on Otter Springs Road. Discussion continued.

**The Board directed Mills Engineering to do ALL necessary work and bring back (to the Board) at the next meeting, a recommendation/proposal with an estimated cost to fix the road and correct drainage problems.**

### **Time Certain**

2:45 p.m. Capital Facility Impact Fees Workshop: Discussion took place on uses for the funds collected for Capital Facility Impact Fees within the County.

Mr. Gilliam stated that the issues of Capital Facilities Impact Fees were brought up. The primary, current goal, for the use of Capital Impact Fee Funds that had been previously presented to the Board was (1) the Jail, (2) the County Health Department and (3) Constitutional Officers. Discussion took place.

Other options were discussed for the use of Capital Impact Fees. One option that the Board considered was a Records Storage Facility. Discussion continued.

**The Board directed the Clerk to go forward with obtaining a cost estimate on Records Storage Facilities and to bring back for consideration.**

### **Attorney's Report**

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

Ordinance 2011-\*\*; Payment of Impact Fees: Mr. McPherson submitted a memo and draft ordinance relating to situations where development is to take place on a parcel but impact fees do not have to be paid. Discussion took place. His recommendation is to advertise this for the first meeting in February.

*Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to authorize the County Attorney to advertise Ordinance for Payment of Impact Fees, for adoption. Motion carried unanimously.*

Resolution 2011-01; Investment Policy: Mr. McPherson presented Resolution 2011-01, Investment Policy for review and adoption at this meeting. Chairman Durden read the short title as follows for the record:

#### **RESOLUTION 2011-01**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA; ADOPTING A COUNTY INVESTMENT POLICY; AND ESTABLISHING AN EFFECTIVE DATE**

Discussion took place.

*Motion made by Commissioner Tommy Langford, seconded by Commissioner Kenrick Thomas, to approve Resolution 2011-01. Motion carried unanimously.*

Capital Facility Impact Fees: A workshop was held on this issue early at this meeting.

Collection of Impact Fees by Cities in Gilchrist County: Mr. McPherson stated that questions have come up about the collection and use of impact fees by the cities within Gilchrist County. A summary of the situation is as follows:

*School Impact Fee:* This impact fee was imposed county-wide and is collected on development within the cities and transferred to the school board.

*Capital Facility Impact Fee:* By agreement with the cities, this fee is collected county-wide and is deposited in a general account to be used for capital facilities that have a county-wide impact. Use of the accumulated funds in this account will be the subject of the workshop held at this meeting.

*Transportation Impact Fee:* The County's impact fee ordinance created four transportation impact fee districts. The four districts are comprised of the unincorporated area, plus the three cities, each of which is a separate district. According to the terms of the ordinance, transportation fees collected within a district must be spent within that district.

Mr. McPherson stated that by interlocal agreements entered into between the cities and the County, transportation impact fees have been collected within each of the cities. These fees have either been placed in separate accounts, or have been identified as being collected from within the cities. Ms. Jacki Johnson, Director of Finance, can provide the fund balances for each of the cities. It is up to each city to propose transportation improvement projects within the city on which transportation impact fees may be spent. To date the cities have not done this, but Commissioner Randy Durden has begun conversations with them about making proposals to the County. The County has to approve the projects in order to ensure that the money is being lawfully spent in accord with state impact fee law. Failure of the cities to properly spend the money could affect the validity of the entire transportation impact fee system. Discussion took place. Informational purposes only; no Board action taken.

### **Clerk's Report**

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

Resolution 2011-02 and BE11-001: Mr. Gilliam presented for the Boards' approval and Chairman's signature, Resolution 2011-02 and BE11-001, for the receipt of a grant award, in the amount of \$35,711.37, which represents the funding from The State of Florida E911 Board, for GIS Mapping. Chairman Durden read the short title as follows, for the record:

### **RESOLUTION 2011-02**

### **A RESOLUTION OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS AMENDING THE 911 TRUST FUND BUDGET**

*Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Tommy Langford, to approve Resolution 2011-02 and BE11-001. Motion carried unanimously.*

FDOT; Notice to Proceed: Mr. Gilliam presented the receipt of the fully executed Reimbursement Agreement to resurface SW 85th Place / Wilcox Road from CR 232 to SW 86th Street, in Gilchrist County; Small County Road Assistance Program, Financial Project ID 428995-1-58-01; for the Board's acceptance. This notice serves as the **Notice to Proceed**.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner D. Ray Harrison, Jr., to accept the Notice to Proceed on SCRAP Program, Financial Project ID 428995-1-58-01 to resurface SW 85th Place / Wilcox Road from CR 232 to SW 86th Street, as executed by the FDOT. Motion carried unanimously.***

Mr. McQueen requested that the Board authorize Mills Engineering to prepare the documents to move forward with the bid process.

***Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Tommy Langford, to authorize Mills Engineering to prepare necessary documents to go out for bid on Financial Project 428995-1-58-01. Motion carried unanimously.***

### **Time Certain**

3:30 p.m. Road Department Report: Mr. Billy Cannon, Road Department Superintendent addressed the following issues:

2003 120H Grader: Mr. Cannon addressed the issue of trading the 2003 120H Grader in lieu of a 2005 135H Grader; there would be an additional cost of \$25,000.00. Mr. Cannon explained the benefits of this trade. Discussion took place.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner Kenrick Thomas, to approve trading the 2003 120H Grader in lieu of a 2005 135H Grader and the additional cost of \$25,000.00, as verified by Finance. Motion carried unanimously.***

Tree Trimming Heights: Commissioner Durden addressed a phone call that he had received from Mr. Steven Cox, mobile home mover, requesting that the County trim back some additional trees on NW 20<sup>th</sup> Street to 16'. Commissioner Durden brought this request to Mr. Cannon's attention. It is Mr. Cannon's request that the board confirm/verify the County's policy on tree trimming heights. Discussion took place.

**The Board directed the County Attorney to prepare a written policy of Tree Trimming Heights on County Roads and Right-of Ways; the Attorney will also contact Mr. Cox and advise him of another route that could accommodate the move of the mobile home.**

Pivot Spraying on County Roads / Agriculture Committee Meeting Minutes: The Board discussed the Ag Committee's recommendation to NOT pass an ordinance on Pivot Spraying on County Road Right-of-Ways. They felt that a working group of farmers would solve the problem; it was suggested that a registry of irrigation owners be obtained and a meeting setup to discuss this matter to get it solved.

Mr. McPherson stated that upon the receipt of the recommendation made by the Ag Committee he held off on sending a letter to Misty Farms. Discussion took place.

**The Board directed the County Attorney to respond back to the Ag Committee on policing the problem, giving them 30 days, or the County would proceed with a solution.**

Reflective Sign Issue: Commissioner Kenrick Thomas addressed the issue of the requirement of placing reflective signs on County Roads. Discussion took place.

**The Board directed Mr. Cannon to contact Lee Mills, County Engineer, on the requirement of reflective signs.**

ALERT Team: Mr. McQueen reminded the Board that the ALERT Team would be here at the end of the month and is in need for their referrals of any projects within their districts that could benefit from the services of the ALERT Team. Mr. McQueen asked that they bring them back at the January 18<sup>th</sup> meeting.

### **Commissioners Reports**

Commissioner Kenrick Thomas: Commissioner Thomas addressed the issue of how would one go about obtaining information to get a handicap ramp built. There was a lady at the Food Drive who was inquiring for the need to have one built. Mr. McQueen advised that she could contact SREC, Inc. or Mr. Rick Weder with the Food Bank who has helped with such needs.

Commissioner D. Ray Harrison, Jr.: Commissioner Harrison addressed the issue that he had received a phone call from Mr. Jerry Wright (and Mr. Barney Faircloth) who were having issues of pack of dogs killing their cattle, in the Waccasassa area. Mr. Wright and Mr. Faircloth patrolled the property with guns but would still need the assistance of the County to help control this problem. Animal Control Services had been contacted and road the property with Mr. Faircloth, putting out traps.

Commissioner Harrison asked that this issue not be pushed aside and that the Animal Control Service continue to patrol the area; and that the Board be kept informed of the situation.

Commissioner Tommy Langford: Commissioner Langford addressed the issue of receiving a phone call from Leslie Sapp that Gayle Hendricks (Gilchrist County Dive Committee) will be teaming up with a group who will be taking some water samples, for a scientific experiment, at Otter Springs.

Commissioner Langford brought this before the Board for informational purposes.

Commissioner Randy Durden: Commissioner Durden addressed the upcoming workshops set for resolving any issues within the County. He discussed a list of workshops set/to be set, for 2011. The list is as follows:

1. Each Meeting: County Ordinances
2. Future Workshops:
  - A. Business Owners and Economic Development
  - B. Agriculture
  - C. Taxpayers

3. County Commissioners meeting with the Town of Bell at 6:30 p.m. at the Town of Bell Depot, on February 3, 2011
4. County Commissioners meeting with the City of Trenton at 5:30 p.m. at the Trenton Community Center, on February 22, 2011
5. I have not been in contact with the mayor of Fanning Springs about a meeting, so I am not sure if they want to meet with us about any issues
6. I am not aware of any issues with the School Board but I will contact them to see if we need to meet with them

Commissioner Durden asked that if there are any issues that may need to be addressed and scheduled for a workshop to be brought to his attention.

**Old Business:** None noted.

**New Business**

**Public Participation:** None noted.

**Adjourn:** With there being no further business... a *Motion was made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Tommy Langford, to adjourn. Motion carried unanimously.* Chairman Durden adjourned the meeting at 4:08 p.m.

Board of County Commissioners  
Gilchrist County, Florida

Attest:

Approved:

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Joseph W. Gilliam, Clerk of Court

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Randy Durden, Chairman