

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

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, October 3, 2011**, at **1:30 p.m.**, in the Board of County Commissioners Meeting Facility, located at 210 South Main Street, Trenton, Florida, with the following members' present to-wit:

|                     |   |
|---------------------|---|
| <b>District I</b>   | <b>Commissioner Sharon A. Langford</b>            |
| <b>District II</b>  | <b>Commissioner D. Ray Harrison, Jr.</b>          |
| <b>District III</b> | <b>Commissioner Randy Durden, Chairman</b>        |
| <b>District IV</b>  | <b>Commissioner Tommy Langford</b>                |
| <b>District IV</b>  | <b>Commissioner Kenrick Thomas, Vice Chairman</b> |

**Others in Attendance:** Joseph W. Gilliam, Clerk of Court; Jacki Johnson, Director of Finance; Patty McCagh, Board Secretary; John K. McPherson, County Attorney; Julee Brideson, Administrative Assistant; John Ayers, Gilchrist County Journal; Ron Mills, EM Chief; Billy Cannon, Road Department Superintendent; Diane Rondolet, Code Enforcement Officer; Marvin Weaver, County Agent; Ray Rauscher; Mr. & Mrs. Luke Lynn; Pastor Jimmy Corbin, Mt. Mebo Baptist Church, Mayo, Florida; Lucy Cislak; Chris DeCubellis, Gilchrist County 4-H Director; Erin Jones, Chandler Ash and Tucker McDaniel, Gilchrist County 4-H; Kevin & Nina Craven, Grace Ministry of Florida; and Terri Williams.

**Call to Order:** Chairman Randy Durden called the meeting to order at 1:31 p.m. Pastor Jimmy Corbin, Mt. Mebo Baptist Church, delivered the invocation and Commissioner Tommy Langford led the pledge of allegiance.

**Agenda Changes**

There were **NO** Agenda Changes presented.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner D. Ray Harrison, Jr., to approve the Agenda as presented, with NO changes. Motion carried unanimously.***

**Consent Agenda**

Approval of Minutes

|                       |                 |
|-----------------------|-----------------|
| Regular Meeting ..... | August 15, 2011 |
| Budget Workshop ..... | August 22, 2011 |

Approval of Bills

|                                 |                |
|---------------------------------|----------------|
| On file in Clerk's Office ..... | September 2011 |
|---------------------------------|----------------|

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

## Department Report's

The following documents/issues were presented for the Boards consideration and/or approval:

Employee Agreement for MIS Director: Mr. McPherson stated that he has reviewed the agreement finding it to be acceptable.

Mr. Gilliam stated that he and Stan Ramsey have reviewed the agreement. Mr. Gilliam also stated that it was suggested by the labor law attorney to have such a document on file. Discussion took place.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the Employment Agreement for MIS Director, between Gilchrist County and Stanley Ramsey. Motion carried unanimously.***

Solid Waste – Letter re Leachate Hauling: Mr. Gilliam presented, for the Boards consideration, a request to Levy County regarding the hauling of leachate. Mr. Gilliam explained that Gilchrist County has been utilizing Deen Trucking to haul our leachate at the rate of \$330.00 per load for several years, 2-3 times a year. It is understood that Levy County has purchased the truck and equipment for this service from Deen Trucking.

At this time, Mr. Gilliam requested that Levy County be contacted asking if they would be interested in continuing to provide the leachate hauling service at the same rate of \$330.00 per load, for Gilchrist County. Discussion took place.

***Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Tommy Langford, to approve a Letter of Request to Levy County, for Leachate Agreement, in the amount of \$330.00/per load, 2-3 times a year. Motion carried unanimously.***

Emergency Management; Agreement 12SL-5E-03-31-01- (Repetitive Loss Program): Mr. Ron Mills, EM Chief, presented for the Boards acceptance/approval and the Chair's signature, the Repetitive Loss Program funding agreement awarded to the Lynn family of Branford (Ira Bea Oasis). This is a Hazard Mitigation Grant enabling the Lynn family to raise and move their residence to avoid future damages from flooding. The agreement amount is for \$157,136.18 of which the Federal Share is: \$141,422.56 and the Non-Federal Share (Homeowners share) is \$15,713.62. Discussion took place.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner Sharon A. Langford, to approve the Severe Repetitive Loss Grant Program Project, between Gilchrist County and Mr. & Mrs. Lynn; Federal Share, \$141,422.56 and the Non-Federal Share (Homeowners share), \$15,713.62. Motion carried unanimously.***

Emergency Management; Request for Designation Change: Mr. Ron Mills, EM Chief, presented the request of a designation change and/or addition to the title "County Director of Emergency Management" for himself to align with the guidelines of the Florida Division of Emergency Management.

Mr. Mills stated that this will aid in statewide recognition and assist in easing and incorporating a more efficient flow of documentation and information between Gilchrist County and the state headquarters. Discussion took place.

*Motion made by Commissioner Tommy Langford, seconded by Commissioner Kenrick Thomas to approve the title change from EM Chief to County Director of Emergency Management, for Ron Mills. Motion carried unanimously.*

**1:45 p.m. Times Certain: Marvin Weaver, County Extension; Travel Request:** Mr. Marvin Weaver, County Agent, presented a travel request, in the amount of \$772.00, for Chris DeCubellis, to go to the 4-H Conference in Omaha, Nebraska; funds have been budgeted.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve travel request for Chris DeCubellis, in the amount of \$772.00, to go to the 4-H Conference in Omaha, Nebraska. Motion carried unanimously.*

Mr. Weaver also presented a travel request to allow himself to make two trips to Georgia; 1) to Moultrie Expo and 2) to pick up equipment. Discussion took place.

*Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve travel request for Marvin Weaver to make two trips (two different days) to Georgia; 1) to Moultrie Expo and 2) to pick up equipment. Motion carried unanimously.*

### **Clerk's Report**

At this time, Mr. Joseph Gilliam, Clerk, asked that the Process and Timeline for Selecting County Administrator section of his report be addressed.

Process and Timeline for Selecting County Administrator/Florida Crown Workforce: Ms. Terry Williams with Florida Crown Workforce addressed the Board and explained the agreement the Workforce has with the County on the procedure for processing the applications for the selection of the position of County Administrator. It was also addressed whether or not all applications for advertised County positions shall go through the Workforce. Discussion took place.

*Motion made by Commissioner Tommy Langford, seconded by Commissioner D. Ray Harrison, Jr., to allow applications for all employment opportunities to be picked up not only at the Workforce but at the County Office. Motion carried unanimously.*

**2:00 p.m. Time Certain: Ordinance 2011-14; Boating Speed Limit Zones:** Chairman Durden read the short title as follows:

#### **ORDINANCE 2011-14**

**AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA; CREATING RESTRICTED BOATING AREAS; PROVIDING FOR A PURPOSE; PROVIDING DEFINITIONS; SETTING FORTH CONDITIONS FOR THE RESTRICTIONS TO GO INTO EFFECT; SETTING FORTH PENALTIES; AND PROVIDING AS EFFECTIVE DATE**

Mr. McPherson stated that this ordinance is exactly the same as what was previously adopted. When the first river speed zone ordinance was adopted, he was unaware that it was supposed to have been noticed twice in the newspaper, rather than the usual once. Mr. McPherson sent the first adopted ordinance to FWC as a draft for review and approval. It was approved by FWC, and now a final ordinance may be adopted with proper notice and submitted for final approval to FWC.

***Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Tommy Langford, to approve Ordinance 2011-14. Motion carried unanimously.***

Code Enforcement Monthly Report: Ms. Diane Rondolet, Code Enforcement Officer, submitted the Code Enforcement Monthly Report, for the Boards information. No Board action needed.

FAC Legislative Meeting; November 16-18, 2011 – Sandestin Beach Resort

**The Board approved travel for Commissioners Harrison, Commissioner Durden and Commissioner Thomas to attend FAC Legislative Conference on November 15-18, 2011 (and Commissioner Tommy Langford, if no schedule conflicts)**

**2:15 p.m. Time Certain: Proclamation 2011-07, National 4-H Week**

Representatives from the Gilchrist County 4-H addressed the Board with the request that the Board support by proclamation National 4-H Week during October 2-8, 2011. Ms. Erin Jones, 4-H President, read the proclamation for the record.

***Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Tommy Langford, to approve Proclamation 2011-07, recognizing the week of October 2-8, 2011, as Nation 4-H Week in Gilchrist County. Motion carried unanimously.***

### **Attorney's Report**

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

2011-\*\*: Land Development Code Changes: Mr. McPherson requested authorization to advertise the presented draft ordinance, for adoption hearing. The ordinance would make three changes to the Land Development Code. Mr. McPherson explained that the changes would do the following:

- Revise the Overnight Recreational Park regulations to allow greater density. The current regulations restrict the density of RV sites, cabins and lodges, etc., in such parks to levels that are so low that it would be hard to design a park that would be economically viable. For example, the conceptual plan shown for the church camp recently approved by the County Commission had densities way above what is allowed under the current regulations. The proposed increase in density would allow the church camp to obtain site plan approval with the desired densities.

- Abolishes the Technical Review Committee and all procedures requiring that development proposals be reviewed by such a committee. Use of the TRC procedures has not worked well, and in its place we have staff meetings as necessary on development proposals. This change was reviewed and recommended for approval by the Planning Commission.
- Makes a change to the requirement for published notice to bring it in line with established practice. The current language says that the notice may not be published in the legal ads section of the newspaper, but that is where all notices are and have been published.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner Kenrick Thomas, to authorize Mr. McPherson to advertise ordinance for changes to the Land Development Code. Motion carried unanimously.***

2011-46: Amendments to Personnel Policies: Mr. McPherson presented Resolution 2011-46, Amendments to Personnel Policies, with changes since last meeting.

The following were proposed by Charlie Perez and with which staff agrees:

- Amendment to 7.1 F 3.
- Amendment to 7.2 C 5.
- Amendment to 7.3 E 2 (deletion necessary to conform to law).
- Amendment to 7.5 A 3 (deletion necessary to conform to law).
- Addition of 7.7 C 22.

The rest of the changes were either requested by the Board or suggested by staff.

Discussion took place. It was suggested that a change be made allowing Department Heads to approve Comp Time. Chairman Durden then read the short title, for the record, as follows:

### **RESOLUTION 2011-46**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA; AMENDING CHAPTER 7 OF THE POLICY AND PROCEDURES MANUAL RELATING TO PERSONNEL; AND ESTABLISHING AN EFFECTIVE DATE**

***Motion made by Commissioner Tommy Langford, seconded by Commissioner Kenrick Thomas, to approve Resolution 2011-46, Amendment to Personnel Policies, with noted changes and the added change of allowing Department Heads to approve Comp Time. Motion carried unanimously.***

Dixie County Building Official Agreement: Mr. McPherson stated that Dixie County and Frank Ritter recommend that the agreement be changed to reflect 3 days in Dixie County and 2 days in Gilchrist County. He presented a revised agreement for the Board's consideration. Discussion took place.

*Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Tommy Langford, to approve agreement with Dixie County for Building Official Services (Frank Ritter) to three (3) days a week in Dixie County and two (2) days in Gilchrist County. Motion carried unanimously.*

Food Pantry Issue: Mr. McPherson stated that at a previous meeting, the Board waived the fee requirement for a person who wanted to establish a food pantry on land designated as A2 on the land use map. Mr. McPherson stated that upon review by planning staff it has been determined that such a use is not allowed under the County's comprehensive plan and land development code. Under normal circumstances, staff would not accept an application for a use that is clearly not allowed by the plan and LDC. Mr. McPherson and Staff would like direction from the Board.

Ms. Lucy Cislak, applicant, addressed the Board with her proposal for the intent to establish a Food Pantry. Discussion took place.

**The Board agreed that Staff can accept the application and for it to be brought back for presentation, following current policies and procedures.**

Firearms: Mr. McPherson stated that Ms. Diane Rondolet brought to his attention an email that she had received pointing out that even though the County did away with the laws relating to firearms in our parks that there are still some signs reflecting *no firearms*. Mr. McPherson suggested that the Board notify the maintenance department to *black out* where it says firearms.

**The Board agreed to omit the reference of *Firearms* from all park signs and for the Clerk to get with the Maintenance Supervisor to correct signs.**

### **2:30 p.m. Time Certain: Road Department Report**

Mr. Billy Cannon, Road Department Superintendent, presented a request for a speed limit reduction on SW 80<sup>th</sup> Street, to 30 mph. Discussion took place.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Tommy Langford, to direct the County Attorney to prepare an ordinance to reduce the speed limit on SW 80<sup>th</sup> Street to 30 mph. Motion carried unanimously.*

### **Clerk's Report**

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

Grace Ministries – Request for Funding: Mr. Gilliam presented a request for funding, in the amount of \$6,500.00, from Grace Ministry of Florida, Inc., for FY 11/12. Mr. Gilliam explained that this request had gotten overlooked during the budget process and has asked that the Board consider the request.

Mr. & Mrs. Kevin Craven, President and Owners of Grace Ministry of Florida, Inc., addressed the Board and presented what their program has to offer Gilchrist County and the rewarding benefits for those who seek help. Discussion took place.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve the funding request, from Grace Ministry of Florida, Inc., in the amount of \$6,500.00, for FY 11/12. Motion carried unanimously.***

Florida Sheriff's Risk Management Fund (FSRMF): Mr. Gilliam presented the invoice for the Sheriff's renewal of the FSSIP LEL Additional Covered Members, in the amount of \$4,020.00, for the Boards approval. Discussion took place.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner Kenrick Thomas, to approve the annual policy with Hunt Insurance for the FSRMF, in the amount of \$4,020.00, as additional insurance for the Sheriff's policy. Motion carried unanimously.***

Process and Timeline for Selecting County Administrator: Mr. Gilliam presented a schedule for the Process and Timeline for Selecting County Administrator; there was one noted change on the schedule presented (which was a typo)... *GCP will conduct background checks on the 5-10 3-8 applicants selected for interviews.* Discussion took place.

The language reflecting **group** of applications that meet the qualifications will be given to Commissioners will be changed to **all** the applications...

**The Board amended the proposed process for the County Administrator Selection; to the selection of the top three (3) with wild card, per each Commissioner and no personal interviews, at this time.**

Gilchrist County Sheriff's Office; Request to Transfer Funds: Mr. Gilliam presented a request for the transfer of funds, as submitted by the Gilchrist County Sheriff's Office. They are as follows:

| <u>From</u>             | <u>Amount</u> | <u>To</u>               |
|-------------------------|---------------|-------------------------|
| LE Personal Services    | \$35,000.00   | LE Operating Expense    |
| LE Personal Services    | \$ 5,432.10   | LE Capital Outlay       |
| COMM Personal Services  | \$15,000.00   | LE Operating Expense    |
| COMM Personal Services  | \$ 5,000.00   | JUDCL Operating Expense |
| COMM Operating Expense  | \$12,000.00   | LE Operating Expense    |
| JUDCL Personal Services | \$ 5,500.00   | JUDCL Operating Expense |
| CORR Personal Services  | \$20,000.00   | CORR Operating Expense  |

Discussion took place.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner Kenrick Thomas, to approve the Transfer of Funds, as requested/presented, by the GCSO. Motion carried unanimously.***

GAP Policy with Allstate/Group Account Information and Employer Application: Mr. Gilliam presented for the Boards consideration and the Chairman's signature, the GAP Policy with Allstate/Group Account Information and Employer Application. Discussion took place.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner Sharon A. Langford, authorizing the Chairman to sign the GAP Policy with Allstate and the Group Account Information and Employer Application. Motion carried 4-0. (Commissioner Harrison had stepped out for a moment).***

Request from Tax Collector to extend 2011 Tax Roll: Mr. Gilliam presented a request from Ms. Marilyn C. Bruce, Tax Collector, asking that the 2011 Tax Roll be extended to her office prior to the Value Adjustment Board (VAB) completing their hearings, pursuant to Florida Statute 197.323.

Mr. Gilliam also presented a copy of a Notification Letter regarding the 2011 Tax Roll Extension that will be forwarded to Tax Collector and Property Appraiser.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner Sharon A. Langford, to approve the Tax Collector's request to extend the 2022 Tax Roll; and to authorize a letter to both the Tax Collector and the Property Appraiser authorizing the roll be extended prior to the VAB Hearing.***

Request from WellFlorida Council, Inc.: Mr. Gilliam presented a request from Mr. Steve Oliva, CEO with WellFlorida, Inc., asking the Board to consider the reappointment of Ms. Anita Riels to the Board of WellFlorida Council, Inc. It is Ms. Riels wishes to remain on the Board of WellFlorida as the representative from Gilchrist County; the term is from October 2011 through September 2013.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Tommy Langford, to approve the reappointment of Ms. Anita Riels to the WellFlorida Council, Inc. Board, as the Gilchrist County representative. Motion carried unanimously.***

DOR Refunds and Distribution Percentages: Mr. Gilliam presented the following distribution percentages that the Florida Department of Revenue has on file for the Local Option Fuel Tax distribution:

|                  |               |
|------------------|---------------|
| Gilchrist County | 85.57%        |
| Bell             | 1.30%         |
| Fanning Springs  | 2.06%         |
| Trenton          | <u>11.07%</u> |
|                  | 100.00%       |

Mr. Gilliam recommended that the Board approve with no changes.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner D. Ray Harrison, Jr., to approve the distribution percentages as noted for the DOR Local Option Fuel Tax. Motion carried unanimously.***

Hunt Insurance Group, LLC; Catastrophic Inmate Medical Renewal Quotes: Mr. Gilliam presented the renewal options for the Average Daily Maximum – Unlimited, Average Daily Maximum, Willis Client Bill of Rights and WNA – PC Standard Terms for Pooling Practice. Mr. Gilliam stated that the total annual premium last year was \$58,717.00; this year’s proposal is \$57,246.00. Discussion took place.

***Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Tommy Langford, to approve the annual renewal to Hunt Insurance for the Catastrophic Inmate Medical Insurance Coverage, in the amount of \$3.08 per inmate, per day, estimate cost of \$57,246.00 with the same terms and deductibles as the current policy. Motion carried unanimously.***

Certificate of Acceptance for FDLE Edward Byrne Memorial Justice Assistance Grant (JAG): Mr. Gilliam presented for the Boards acceptance and the Chairman’s signature, the award of the FDLE JAG, in the amount of \$41,397.00, for the Jail Camera System.

***Motion made by Commissioner Tommy Langford, seconded by Commissioner Kenrick Thomas, to approve/accept the award of the FDLE Edward Byrne Memorial Justice Assistance Grant Award in the amount of \$41,397.00, for the jail Camera System. Motion carried unanimously.***

Property Transfer Request: Mr. Gilliam presented, for the Boards approval, a Transfer Request for the Phoenix Jaws of Life. He explained that the ‘missing’ jaws of life that Fire Chief Billy Careccia wrote a disposition for are at Solid Waste, per Pat Fisher, Solid Waste Supervisor. Mr. Fisher saw the article in the Gilchrist County Journal and brought it to Staff’s attention that the Jaws of Life is in his possession at the Solid Waste Facility.

|                                |               |                  |
|--------------------------------|---------------|------------------|
| Tag #2256 Phoenix Power Unit   | Serial #7876  | Model #9999 0003 |
| Tag #2260 Phoenix Jaws of Life | Serial #61655 | Model #9999 0039 |

Discussion took place.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Tommy Langford, to approve the Transfer Form Request (on equipment noted), for the Phoenix Jaws of Life, from Fire to Solid Waste. Motion carried unanimously.***

### **Commissioners Reports**

Commissioner Sharon A. Langford requested that the Board consider an ordinance is prepared to prohibit the sale of synthetic-like drugs, in Gilchrist County. Discussion took place.

***Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Tommy Langford, to direct the County Attorney to bring back a draft ordinance on synthetic-like drugs. Motion carried unanimously.***

**Old Business:** None noted.

**New Business:** None noted.

**Public Participation**

**Adjourn:** With there being no further business... a *Motion was made by Commissioner Tommy Langford, seconded by Commissioner Sharon A. Langford, to adjourn. Motion carried unanimously.* Chairman Durden adjourned the meeting at 4:30 p.m.

Board of County Commissioners  
Gilchrist County, Florida

Attest:

Approved:

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

\_\_\_\_\_  
Randy Durden, Chairman