

**MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF  
COUNTY COMMISSIONERS HELD NOVEMBER 21, 2011**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, November 21, 2011, at 2:00 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; Linda Walker, EMS Chief; Billy Cannon, Road Department Superintendent; Mitchell Gentry, Hart Springs Manager; Diane Rondolet, Code Enforcement Officer; Kadie Ogden, Otter Springs Manager; Charlotte Pedersen, SHIP Administrator; Ray Rauscher; Jean Jones, Erin Jones, Danielle Holstein, Kayleen Holstein, Desiree Holstein and Nathan Thisse, Gilchrist County 4-H; Charlie & Vicki Perez; Richard & Leslie Esseck; Don & Margaret Alexander; Tim Bennett; Marion Poitevint; Mickey King; Denise Paschal, Florida Crown Workforce; C.D. Moore; Tim Hasting, CFEC; Jim & Jodi Thomas; Mr. & Mrs. Robert Shea; Frances Brooks; Georgia Shemitz; Peter Butt; Kim Davis; Beth Murphy; and Doug Crawford.

**Call to Order:** Chairman Randy Durden called the meeting to order at 2:00 p.m. Commissioner Tommy Langford delivered the invocation and Commissioner D. Ray Harrison, Jr., led the pledge of allegiance.

**Agenda Changes**

- Mr. Joseph W. Gilliam, Clerk, presented the following agenda changes:
  1. Addition: Election of Chairman and Vice Chairman
- Mr. John K. McPherson, County Attorney, presented the following agenda changes:
  1. Addition: Appoint Member to Animal Control Appeals Committee
  2. Addition: Procedure for processing FINAL Orders
  3. Addition: Procedure for Interview Process for County Administrator
- Commissioner Randy Durden presented the following agenda changes:
  1. Addition: Gilchrist County 4-H

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

### **Consent Agenda**

#### **Budget Entries**

BE11-048, Fund 001, General Revenue ..... \$126,000.00  
 BE12-004, Fund 001, General Fund ..... \$72,856.00

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

### **Election of Chair and Vice Chair**

At this time, Chairman Randy Durden turned the gavel over the Clerk, Mr. Joe Gilliam for the election of the new Chairman.

Mr. Gilliam called for any nominations for Chairman.

*Motion made by Commissioner Sharon A. Langford, seconded by Commissioner D. Ray Harrison, Jr., to elect Commissioner Tommy Langford as Chairman of the Board for 2011-2012.* Mr. Gilliam then called for any other nominations... none noted. Mr. Gilliam then called for a vote... *Motion carried unanimously.*

Commissioner Tommy Langford accepted the position of Chairman for 2011-2012. Mr. Gilliam then turned the gavel back over to Chairman Tommy Langford.

Chairman Tommy Langford called for nominations for Vice Chairman.

*Motion made by Commissioner Randy Durden, seconded by Commissioner D. Ray Harrison, Jr., to nominate Commissioner Sharon A. Langford for Vice Chairman.* Chairman Langford then called for any other nominations... none noted. He then called for a vote... *Motion carried unanimously.*

### **Agenda Change**

Gilchrist County 4-H: Erin Jones and other members of the Gilchrist County 4-H Livestock Judging Team (Danielle, Kayleen, Desiree and Nathan) addressed the Board and requested a donation to help towards the funding of travel costs to attend the National Livestock Judging Contest in Denver Colorado. Discussion took place.

*Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Randy Durden, to approve a donation, in the amount of \$1,500.00, to the Gilchrist County 4-H Livestock Judging Team, to assist with travel cost to Denver, Colorado. Motion carried unanimously.*

## Department Report's

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

EMS: Ms. Linda Walker, EMS Chief, addressed the Board and requested a tuition reimbursement, in the amount of \$2,500.00, for David Asbell to attend paramedic training. She stated that David has received a scholarship to assist with the cost and has the possibility of receiving another. Discussion took place.

*Motion made by Commissioner Randy Durden, seconded by Commissioner D. Ray Harrison, Jr., to approve the reimbursement request for tuition, up to \$2,500.00, for David Asbell, to assist in the offset of his education and require that he signs contract according to County Policy. Motion carried unanimously.*

Animal Control Monthly Report: Ms. Tanya Rippey submitted the Animal Control Report for the Month of October 2011, for the Boards information.

**2:15 p.m. Time Certain**: Cheryl Allen, Haven Hospice, addressed the Board and presented the request for a proclamation declaring November as *Hospice and Palliative Care Month*. Ms. Allen read the proclamation for the record.

**PROCLAMATION 2011-09  
National Hospice/Palliative Care Month – November 2011  
Seasons of Caring; the Caring of Hospice and Palliative Care**

*Motion made by Commissioner Sharon A. Langford, seconded by Commissioner D. Ray Harrison, Jr., to approve Proclamation 2011-09. Motion carried unanimously.*

## Department Report's continues...

### Hart Springs

Discussion on Vehicles: Mr. Mitchell Gentry, Hart Springs Manager, presented an additional handout, explaining the need for two vehicles (a Ford F150 ½ ton Pick-up Truck and a 2010 Ford Expedition) at Hart Springs, as requested by the Board. Mr. Gentry stated that both vehicles were already assigned to Hart Springs when he took over management. He had no idea of when or for what reason, that it was decided that two (2) vehicles were needed, but suspected that it was when the RV Campground, WWTP, WTP, pool, baseball field and maintenance building were added to the parks responsibilities; now that the Park is essentially in two (2) locations and utilizes most of its 250 acre site.

Mr. Gentry read the letter for the record. Discussion took place.

**The Board acknowledged the letter of explanation presented by Mr. Gentry on the need for the use of the two vehicles in question.**

Request for a Phone Card: Mr. Gentry requested the Boards approval to allow him to purchase of a phone card, \$39.99, to be placed in the “Clubhouse” (office at the campground/pool house). He stated that he has had numerous inquiries whether or not the campground has this service. Discussion took place.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Randy Durden, to approve the request of a phone card, in the amount of \$39.99, for Wi-Fi services at Hart Springs Campground. Motion carried unanimously.***

Otter Springs: Ms. Kadie Ogden, Otter Springs Manager, presented the request to participate in another Groupon offering for an annual pass. Because of the timing of this sale, those who participated in the last annual pass Groupon offering would not need to participate; so in effect we will have all new customers. Ms. Ogden stated that the annual pass Groupon rate will be \$37.00; in the last offering we sold 50 annual passes. Discussion took place.

***Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Randy Durden, to approve the request to participate in the Groupon Offering, for an Annual Pass at Otter Springs. Motion carried unanimously.***

Manager’s Resident at Otter Springs: Commissioner Kenrick Thomas questioned the status on the Manager’s Resident at Otter Springs. Discussion took place.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Randy Durden, to direct the County Attorney to meet with the SRWMD to discuss the issue of them donating a parcel of land for the manager’s Resident. Motion carried 3-2, with Commissioner Sharon A. Langford and Commissioner D. Ray Harrison, Jr., voting NO.***

### **Attorney’s Report**

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

Ordinance 2011-\*\*: Additional Code Review Changes: Mr. McPherson presented a draft ordinance making additional relatively minor changes to the code enforcement, emergency medical services, and fire rescue provisions of the Code of Ordinances. These are additional changes arising out the code review that the Board undertook earlier in the year. Mr. McPherson recommended that this ordinance be noticed for an adoption hearing.

***Motion made by Commissioner Randy Durden, seconded by Commissioner Kenrick Thomas, allow the County Attorney to advertise/notice the proposed ordinance on Additional Code Review Changes, for adoption. Motion carried unanimously.***

Letter to Jo Ann Smith: Mr. McPherson presented a copy of the letter that was sent to Jo Ann Smith regarding the County’s interpretation of impact fee ordinance, for their information.

Scrap Metal Dealer Regulations: Mr. McPherson stated that he had spoken with Sheriff Slaughter about the scrap metal dealer regulations adopted by Dade County. Although the regulations adopted by Dade County are more extensive than what would be needed in Gilchrist County, Sheriff Slaughter believes that the following two types of regulations would be helpful: (1) Those requiring that the scrap dealer document the identity of persons who bring in scrap metal to be sold; and (2) Those requiring that scrap dealers require persons attempting to sell certain types of scrap metal document their ownership of the metal. Discussion took place. Mr. McPherson stated that he will prepare a draft ordinance for the Board to review at the next meeting.

### **Attorney's Agenda Changes**

Appoint Member to Animal Control Appeals Committee: Mr. McPherson stated that there is an animal control situation that will have to be heard before the Animal Control Appeals Committee. At this time, a temporary replacement for the County Administrator's seat on this committee needs to be filled and he recommended Joe Gilliam. Discussion took place.

***Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Randy Durden, temporarily to appoint Joe Gilliam to the Animal Control Appeals Committee. Motion carried unanimously.***

Procedure for processing FINAL Orders: Mr. McPherson stated that due to a processing error the timeline has lapsed on the Final Order for SUP11-03, Moore, Moore & Thompson (Ira Bea's Oasis). He is requesting that the Board approve the following language to be added to the Final Order of SUP11-03:

*Due to administrative error by Gilchrist County, this final order was not provided to the parties to this matter in a timely manner after initial execution by the Chairman. To allow for and acknowledge the right of parties to appeal this order to the circuit, this order is being re-executed and it is the County's intent that this new date shall be used as the date on which the final order was rendered.*

*Dated this \_\_\_\_\_ day of November, 2011.*

Mr. McPherson stated that from now on that the procedure for processing final orders shall be that once the Boards approves and the Chairman signs and dates the final order, it is to be forwarded to him for further processing and distribution. Discussion took place.

***Motion made by Commissioner Randy Durden, seconded by Commissioner D. Ray Harrison, Jr., to approve the request by the County Attorney to add language establishing time frames for appeal for final order SUP11-03 Moore, Moore & Thompson (Ira Bea's Oasis). Motion carried unanimously.***

Procedure for Interview Process for County Administrator: Mr. McPherson handed out a packet containing a list of the questions and selection of rankings for the Commissioners to comment on the applicants reply to the question. The Board agreed that Mr. McPherson will ask the

questions and that the Commissioners can ask follow-up questions. They also requested that only the applicant being interviewed to be in the chambers and that the others wait in the lobby. After the interviews the applicants will be ranked for selection.

### **Clerk's Report**

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

Impact Fee Comparisons by Year: Mr. Gilliam presented information on the impact fee comparisons by year for the period of 2006-2012. Discussion took place.

*Motion made by Commissioner Randy Durden, seconded by Commissioner Sharon A. Langford, to direct the County Attorney to prepare an ordinance to suspend Impact Fee's until further notice and to advise the City's and School Board. Motion carried unanimously.*

Donation of Home & Land for Historical Society: Mr. Gilliam presented a request for the Boards consideration of a donation of a home & land. Mr. Ted Burt is willing to donate the house which is currently his office and a piece of land behind Ameris Bank to the Gilchrist County Historical Society. Ms. Charlotte Pedersen, Historical Society President explained the request of Mr. Burt. Discussion took place.

**The Board *declined* the donation of the building and land for the Historical Society due to limited resources.**

Reimbursement Request from Tax Collector: Mr. Gilliam presented a request from Tax Collector, for reimbursement of postage fees, for mailing of 2011 Tax Statements, in the amount of \$4,665.32.

*Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the request for reimbursement of postage fees, in the amount of \$4,665.32, to the Tax Collector. Motion carried unanimously.*

Request from Meridian Behavioral Healthcare, Inc.: Mr. Gilliam presented the request for the Board to appoint Patricia Yates to a vacant position on Meridian's Board of Directors, as Gilchrist County's representative.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Randy Durden, to appoint Patricia Yates to a vacant position on Meridian's Board of Directors, as Gilchrist County's representative. Motion carried unanimously.*

**Commissioners Reports**: none noted.

**Old Business**: None noted.

**New Business**: None noted.

**Public Participation**: None noted.

*At this time, 4:25 p.m. the Board recessed until 5:00 p.m.*

*5:00 p.m. The Board reconvened.*

### **5:00 p.m. Time Certain – County Administrator Position Interviews**

At this time, the Board conducted the interview process for the County Administrator's position. Mr. McPherson, County Attorney, asked each applicant a series of fourteen (14) compiled questions. The following time certain schedule was followed:

5:00 p.m. Tim Bennett  
 5:30 p.m. Kent Cichon  
 6:00 p.m. Bobby Crosby  
 7:00 p.m. Jerry Driggers

Upon conclusion of the interviews, the Board ranked the applicants choosing the top three for further consideration. Applicants Tim Bennett, Bobby Crosby and Kent Cichon were chosen. These applicants will be considered at the Final Interview process that will take place on December 5, 2011.

Mr. McPherson discussed the final interview process for the December 5<sup>th</sup> meeting. He stated the three (3) final applicants will return for an additional interview. After that process is complete the Board may recess for the public to have a chance to meet the finalist. After approximately a 30 minute meet-n-greet the Board will reconvene to allow and receive public input. The Commissioners will make its final ranking in order and will attempt to negotiate a contract with the number one (1) applicant, if negotiations fail, then we will go down the list to the second, and then the third, if needed.

The starting time for the December 5<sup>th</sup> meeting will be determined by the number of agenda items. The final interviews and the meet-n-greet for the public was recommended to be around 6:00 p.m. The Board members agreed to three questions each to ask the applicants at the final interview process on December 5<sup>th</sup>.

This concluded the interview process for the County Administrator's position.

**Adjourn:** With there being no further business... a *Motion was made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Randy Durden, to adjourn. Motion carried unanimously.* Chairman Langford adjourned the meeting at 7:18 p.m.

Board of County Commissioners  
 Gilchrist County, Florida

Attest:

Approved:

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

\_\_\_\_\_  
 Tommy Langford, Chairman