

**MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF
COUNTY COMMISSIONERS HELD MARCH 19, 2012**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, March 19, 2012**, at **4:00 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:

District I	Commissioner Sharon A. Langford, Vice Chairman
District II	Commissioner D. Ray Harrison, Jr.
District III	Commissioner Randy Durden
District IV	Commissioner Tommy Langford, Chairman
District IV	Commissioner Kenrick Thomas

Others in Attendance: Joseph W. Gilliam, Clerk of Court; Jacki Johnson, Finance Director; Patty McCagh, Board Secretary; John K. McPherson, County Attorney; Bobby Crosby, County Administrator; Julee Brideson, Administrative Assistant; John Ayers, Gilchrist County Journal; Billy Cannon, Road Department Superintendent; Diane Rondolet, Code Enforcement Officer; Mitchell Gentry, Hart Springs Manager; Kadie Ogden, Otter Springs Manager; Ray & Jane Rauscher; Marion Poitevint; Mickey King; Tom Sturgeon & Michelle Seals; Steve Gladin; Phil Bishop, NFPS; Jean Wonser; Richard & Leslie Esseck; Todd Newton; Irwin & Lorye White; Catherine B. Gramatzki; Christopher Gmuer, CHW; Charlie & Vicki Perez; Wesley Asbell, Hugh Giebieg and Debbie Ross, GCHD; Crystal Jones; David Fox, Fred Fox Enterprises; Edgar Langford; Rosemary McDaniel; and Buddy Vickers.

Call to Order: Chairman Tommy Langford called the meeting to order at 4:01 p.m. He delivered the invocation and Commissioner Randy Durden led the pledge of allegiance.

Agenda Changes

- Mr. Joseph W. Gilliam, Clerk, presented the following agenda changes:
 1. Addition: Consent Agenda;
Two (2) Invoices for CHW on CDBG project SE 70th Lane
 2. Addition: Request to bid loan for ambulance, \$151,434.00
- Mr. Bobby Crosby, County Administrator, presented the following agenda changes:
 1. Additional Information: CDBG; Update on Cost Estimate
 2. Additional Information: Public Safety; Amended contract with Royster

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

Consent Agenda

Approval of Minutes

Regular Meeting March 05, 2012

Request for Payment

Mills Engineering Company

Invoice #2012009, General Consulting \$1,045.00

CRI Carr, Riggs & Ingram

Progress Billing on 2011 Audit \$20,000.00

Disposition Requests

Gilchrist County Health Department

Tag #2558, Laser Jet GP-HP Printer, Serial #79852

Tag #2564, Laser Jet GP-HP Printer, Serial #14201

Tag #01510, Baby Table Scale from Work-Up Room 1

Justification: Items are old and not working properly

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve the Consent Agenda, as presented, with noted additions in the agenda changes. Motion carried unanimously.

County Administrator's Report

Mr. Bobby Crosby, County Administrator, presented the following documents, and/or addressed the following issues:

Road Department

- **Monthly Rock Report**: Mr. Crosby presented the rock report for the month of February 2012, as submitted by Road Department Supervisor Billy Cannon. Informational purposes only.
- **Traffic Signal Maintenance and Compensation Agreement**: Mr. Crosby presented, for the Board's approval to allow the chairman to sign Exhibit "A" FY 2012-13, of the Traffic Signal Maintenance and Compensation Agreement with DOT. This contains a list of all traffic signals and signal equipment on the state highway system.

Motion made by Commissioner Randy Durden, seconded by Commissioner Kenrick Thomas, to approve the FDOT Traffic Signal Maintenance and Compensation Agreement and to allow the Chairman to sign. Motion carried unanimously.

Human Resources

- EM Director Vacant Position: Mr. Crosby informed the Board of the status on the applications for the position of Director of Emergency Management. He stated that the deadline for applications closed on March 14, 2012, and that the review of the fifteen (15) applications received will take place next week and then the interview process will begin the week of March 26th. No Board action needed at this time.

Public Safety

- Emergency Management; Royster Lease Agreement: Mr. Crosby presented a copy of the amended lease agreement between Mr. R.R. Royster and Gilchrist County, for the property where the proposed purchase of the Harvey Budd tower (for the narrowband project) is located. Mr. John McPherson, County Attorney, prepared the document and is currently being reviewed by Duke Lang, P.A., for Mr. Royster. Mr. Crosby also presented a comparison in cost between the options to rent or purchase the property, as follows:

Royster Land (ten acres)			
30 Year Rent			
\$400.00 a month	=	\$4800.00	A Year
		<u>\$247.11</u>	Annual Tax Cost
Total Annual Cost		\$5047.00	
		\$151,431.03	(Plus 20% of Tenant Revenue)
30 Year Purchase		\$5075.00	Annual Payment
30 Year Cost		\$152,267.40	(No Tenant Revenue)
Difference of		\$854.10	More

Discussion took place.

The Board suggested that Mr. Crosby bring back to the next meeting a revised agreement with a purchase option and for Finance to bring back a recommendation on options for purchasing land.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Randy Durden, to approve the lease agreement with Mr. Royster to lease ten acres with an option to buy; and that options will be brought back to the next meeting for the Boards consideration. Motion carried unanimously.

4:15 p.m. Time Certain

- Irwin Jerome White; Code Enforcement Lien/Fine Issues: Mr. White addressed the Board and pleaded his case regarding the unpaid Code Enforcement Fines, in the amount of \$25,500.00, that caused a lien to be placed on his property. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve a settlement with Mr. White, in the amount of \$5,000.00, to satisfy Code Enforcement Fines, which is to be paid within twelve (12) months and at that time the lien will be released; and any additional violations will rescind the offer and the FULL amount of \$25,500.00 will be reinstated. Motion carried unanimously.

4:30 p.m. Time Certain

- Causseaux, Hewett & Walpole, Inc.; CDBG Presentation: Mr. Chris Gmuer, CHW, addressed the Board and gave an update on the status of the CDBG Project at SE 70th Lane (an additional handout was provided detailing the preliminary probable cost of construction). At this time, Mr. Gmuer requested official permission from the Board to move forward with the design/plans, so they can proceed with the next step of bidding. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Randy Durden, to approve Causseaux, Hewett, & Walpole, Inc., to move forward with the CBDG Project at SE 70th Lane, as long as it stays within budget. Motion carried unanimously.

County Administrator's Report Continues...

Parks and Recreation

- Otter Springs; Community Yard Sale: Mr. Crosby presented the request for the Boards approval for a Community Yard Sale to be held at Otter Springs. The event will be held Saturday, May 12th, 2012, from 8:00 a.m. until 2:00 p.m. Park Manager, Ms. Kadie Ogden, explained the intentions of the yard sale.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Randy Durden, to approve the request for a Community Yard Sale at Otter Springs. Motion carried unanimously.

- Hart Springs; Request to Transfer Funds: Mr. Crosby presented a request as submitted by Hart Springs Manager, Mitchell Gentry, to add \$3000 to the Michael Alexander Group purchase order. Money is in the retaining wall job as outlined below.

Mr. Gentry also requested \$12,000 to be used for fabrication and installation of aluminum handrails for the handicap access ramp. This money can be moved within the Hart Springs budget as follows; Mr. Gentry also stated that if it is the pleasure of the board to use the Handicapped Accessibility for the RV Park then \$4000 would need to come from another source. It is Mr. Gentry's hope to find a qualified bidder to do the work for less than \$12,000. Discussion took place.

1. Line Item #56482 – Springs restoration - \$4000
2. Line Item #54605 – R&M Parks and Boat Ramps - \$4000
3. Line Item #56343 – Handicapped Accessibility - \$4000

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas to approve the transfer of funds, as requested by Hart Springs Manager, Mitchell Gentry; and to transfer up to \$4,000.00 from General Revenue to Hart Springs budget to finalize project, totaling a transfer request of \$12,000.00. Motion carried unanimously.

4:45 p.m. Time Certain

- Hugh Giebieg; Interim County Health Department Administrator: Mr. Hugh Giebieg, Interim County Health Department Administrator, addressed the Board and advised them of the hiring process for the new Dixie/Gilchrist Health Department Administrator. Mr. Giebieg also requested that the Board appoint a representative to sit in on interviews. Discussion took place.

Commissioner D. Ray Harrison, Jr. volunteered and Commissioner Sharon A. Langford, as alternate.

County Administrator's Report Continues...

Code Enforcement

- Mr. Crosby presented the Code Enforcement Monthly Report as submitted by Code Enforcement Officer, Ms. Diane Rondolet. Informational purposes only.

Animal Control

- Mr. Crosby presented the Animal Control Monthly Report for February, as submitted by Ms. Tanya Rippy, Animal Control Officer. Informational purposes only.

Community Development

- Dedenbach Planning Associates, LLC: Mr. Crosby presented the amended agreement for planning services by Ms. Laura Dedenbach, Dedenbach Planning Associates, LLC. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Randy Durden to approve the Agreement between Gilchrist County and Dedenbach Planning Associates, LLC, for six (6) months @ \$7,500.00. Motion carried unanimously.

5:00 p.m. Time Certain

- Ordinance 2012-03; Junk Metal (Scrap Metal Recyclers): Mr. McPherson stated that the Legislature passed a bill with language identical to what is in this ordinance. He recommended that no action be taken by the County on this proposed ordinance; no need to duplicate what the State has done.

The Board took NO action on Ordinance 2012-03, Junk Metal, as recommended by the County Attorney.

County Administrator's Report Continues...

E911

- 911 Grant Application for Mapping and GIS Maintenance: Mr. Crosby requested approval to submit and allow the chairman to sign a 911 grant for Mapping and GIS Maintenance. He stated that this project will provide the county with on-going mapping and 9-1-1 maintenance service. This is a cost-effective and trustworthy approach to a vitally important task to ensure the most accurate and up-to-date 9-1-1 and GIS database. With recent personnel change in Community Development this would allow a more efficient service to our citizens. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Randy Durden, to approve submitting the E911 Grant Application, in the amount of \$9,200.00, for 911 Mapping and GIS Maintenance. Motion carried unanimously.

Other Buildings

- Library: Mr. Crosby presented, for the Boards review and approval, bids for the installation of carpet at the Library, as follows:

Carpet Quotes for the Library

<u>Company</u>	<u>20 oz Carpet</u>	<u>26 oz Carpet</u>
Flying Hawk Enterprises		\$5,032.75 – no pull
Genesis Carpet	\$5,051.25	\$5,683.25
Affordable Flooring	\$5,900.40	\$6,973.20

Another option is using Michael Seals, Inc. out of Bell, for labor only and the County purchasing the more durable carpet.

<u>Company</u>	<u>26 oz Carpet Cost</u>	<u>Labor</u>	<u>Total</u>
Sun State Distributors	\$2,844.44	\$2,274.84	\$5,119.28
Vann Carpet One	\$3,011.76	\$2,274.84	\$5,286.60

Mr. Crosby stated that it is his recommendation to use Flying Hawk Enterprises to install the carpet in the library and also requested to close the library for a minimum of three days while the installation is taking place; he will be sure to publicize the dates it will be closed. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Randy Durden, to approve the bid from Flying Hawk Enterprises to re-carpet the library, in the amount of \$5,032.75; and to allow the library to close for three (3 days) for installation. Motion carried unanimously.

FYI

- Letter sent to Governor Scott reference Medicaid Billing: Mr. Crosby provided for the Boards review a copy of the letter that was sent to Governor Scott on the Medicaid Billing issue. Informational purposes only.

Attorney's Report

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

Ordinance 2012-03; Junk Metal: Earlier at this meeting, during a time certain, the Board *took no action* on this ordinance.

Ordinance 2012-05; Rodeo Arena: Mr. McPherson stated that this ordinance has been noticed for adoption hearing at the April 2 meeting.

Ordinance 2012-**; Amendment to Overnight Recreational Park Regulations: Mr. McPherson stated that Phil Bishop, North Florida Professional Services, Inc., on behalf of a prospective purchaser of Ellie Ray's Campground, has submitted an application to make certain amendments to the language in the County Land Development Code relating to Overnight Recreational Parks.

Mr. McPherson stated that once the fees have been paid by an applicant for a change to the LDC, and a proper application filed, it is his opinion that he should prepare a draft ordinance showing the change, and that such ordinance would be automatically noticed and brought before the County Commission for a decision. He stated that unless the Board gives him direction otherwise, he will proceed with this application in that manner. Discussion took place.

Mr. Tom Sturgeon and Michelle Seals, prospective purchasers of Ellie Ray's Campground, were present and introduced themselves to the Board.

The Board agreed and to direct the County Attorney to move forward and proceed with this application in the proper manner.

Overstreet SUP: Mr. McPherson addressed the question that was raised at the last meeting about whether the County had received the proper deed showing that the Overstreet's owned the property for which they had applied for the Special Use Permit. Mr. McPherson stated that the County did receive the proper deed and it was, and is, in the official file for the SUP. A scanning error resulted in the wrong deed being included in the report to the County Commission.

Industrial Development Authority: Mr. McPherson presented the issue of Lowell Chesborough's term on the Industrial Development Authority expiring in April. He requested direction from the Board as to whether to ask Mr. Chesborough if he would like to stay on for another term, or advertise the position. Discussion took place.

If Mr. Chesborough accepts reappointment, Mr. McPherson will bring back a resolution appointing him.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Randy Durden, to reappoint Mr. Lowell Chesborough to the Industrial Development Authority for another term, if he will accept. Motion carried unanimously.

Termination of Contract with NCFRPC: For the Board's information, Mr. McPherson presented a copy of the termination letter that will be sent to NCFRPC in anticipation of entering into an agreement with Laura Dedenbach.

Hatch Act Issue: Mr. McPherson stated that Mitchell Gentry sought an opinion from the Federal Official of Special Counsel on whether there is a Hatch Act issue relating to the fact that he is administering federal money in the form of FEMA grants while running in a partisan election. He presented the opinion letter that Mitchell received. In summary, Mr. McPherson informed the Board that the letter says that Mitchell need not resign so long as he does not actively campaign until the FEMA project work is completed. Mr. McPherson stated that the FEMA work should be completed in April, and Mitchell has agreed to abide by this limitation. Discussion took place, no Board action was taken.

Clerk's Report

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

Resolution 2012-15 and Promissory Note: Mr. Gilliam presented Resolution 2012-15 and Promissory Note for the Volvo Wheel Loader Loan at Ameris Bank, in the amount of \$59,459.00. Chairman Langford read the short title as follows:

RESOLUTION 2012-05

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA; ACCEPTING A LOAN FROM AMERIS BANK AND AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS TO EXECUTE A PROMISSORY NOTE FOR \$59,459 TO AMERIS BANK IN ORDER TO PURCHASE A VOLVO WHEEL LOADER

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner D. Ray Harrison, Jr., to approve Resolution 2012-05 and Promissory Note for the Volvo Wheel Loader Loan at Ameris Bank, in the amount of \$59,459.00. Motion carried unanimously.

Request for Processing Fees: Mr. Gilliam presented a request from the Tax Collector, for funds in the amount on \$13,050.00 for Title Searches in order to proceed with Tax Deed Application procedures on Title Searches on 58 Certificates held by the County.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the request from the Tax Collector for \$13,050.00 for title Searches on Tax Certificates. Motion carried unanimously.

Budget Recap FY2012: Mr. Gilliam presented, for the Boards' information, the Budget Recap for FY2012, Period Ending March 14, 2012. No Board action necessary.

Fuel Report: Mr. Gilliam presented, for the Boards' information, the Fuel Report for Period Ending February 2012. No Board action necessary.

Tri County Meeting: Mr. Gilliam presented an invitation requesting the presence of elected officials from Dixie, Levy and Gilchrist Counties, at a Tri County Meeting with U.S. Senator Bill Nelson on April 4, 2012, from 1:00 -2:00 p.m. at the Trenton Community Center. Discussion will take place on what is happening in DC and most of all to hear from them.

Clerk's Agenda Change

Request to Bid Loan for Ambulance: Mr. Gilliam requested the Boards approval to go out for bid requests on the ambulance loan, in the amount of \$151,434.00, for a three (3) year fixed rate.

Motion made by Commissioner Randy Durden, seconded by Commissioner D. Ray Harrison, Jr., to approve the request to go out for bids on the ambulance loan, in the amount of \$151,434.00, for a three (3) year fixed rate. Motion carried unanimously.

Clerk's Report Continues...

Administrative Order No. 1.3000 – Memorandum of Understanding: Mr. Gilliam presented the a copy of the MOU agreed upon by Chief Judge Martha Lott and Gilchrist County Board of County Commissioners Chairman Tommy Langford; agreeing to allow the Chief Judge to provide input on items coming before the Board when it pertains to the placement of items in or on Courthouse property. Discussion concerning the MOU took place with several Commissioners voicing their concerns with the Courts involvement.

The Board *took NO action* on ratifying the Memorandum of Understanding regarding the Eighth Judicial Administrative Order No. 1.3000.

Commissioners Reports: None noted.

Old/ New Business: None noted.

Public Participation: None noted.

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 6:29 p.m.

Board of County Commissioners
Gilchrist County, Florida

Attest:
Joseph W. Gilliam, Clerk of Court

Approved:
Tommy Langford, Chairman