

***MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY  
BOARD OF COUNTY COMMISSIONERS HELD JULY 16, 2012***

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, July 16, 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:

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

***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; David Peaton, EM Director; Charlotte, Pedersen, SHIP Administrator; Kadie Ogden, Otter Springs Manager; Charlie Perez; Richard & Leslie Esseck; Rosemary McDaniel; Ray & Jane Rauscher; Jim Catlin; Marion Poitevint; Julie Thomas, Don Thomas, and Bb Clemons, GCSB; Sheree Lancaster, P.A.; and Crystal Jones.

***Call to Order***

Chairman Tommy Langford called the meeting to order at 4:01 p.m. Chairman Tommy Langford delivered the invocation and Commissioner Sharon A. Langford led the pledge of allegiance.

***Agenda Changes***

- Mr. Bobby Crosby, County Administrator, presented the following agenda changes:
  1. Addition: Parks & Recreation; *Letter of Resignation* from Kadie Ogden
  2. Addition: Property Dispositions
  3. Addition: Citizen complaints concerning Farm to Family Music Events
  4. Addition: SHIP; Applicant Douglas Brantley
  5. Addition: Resolution 2012-33
  
- Mr. Joe Gilliam, Clerk of Courts, presented the following agenda changes:
  1. Addition: Medicaid Certification
  2. Addition: Public Safety Coordinating Council Meeting

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

### **Consent Agenda**

#### **Approval of Minutes**

Regular Meeting ..... July 2, 2012  
Budget Workshop ..... July 9, 2012

#### **Request for Payment Approval**

Mills Engineering Company  
Invoice #2112042, Log Landing Boat Ramp ..... \$5,447.50

Dixie County Inmate Housing  
May 2012 ..... \$5,376.00

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

### **County Administrator's Report**

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

#### **Road Department**

- **SCRAP NW 55<sup>th</sup> Avenue:** Mr. Crosby presented, for the Board's approval and Chairman's signature, the FDOT Contract #430733-1-58-01 and Resolution 2012-32 for the Small County Road Assistance Program, for the resurfacing or reconstruction of NW 55<sup>th</sup> Avenue from CR 340 North to NW 57<sup>th</sup> Place.

Chairman Langford read the short title to Resolution 2012-32 as follows:

#### **RESOLUTION 2012-32**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA, AUTHORIZING THE COUNTY TO ENTER INTO THE SMALL COUNTY ROAD ASSISTANCE PROGRAM OF THE STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION FOR FUNDS FOR THE RESURFACING OR RECONSTRUCTION OF NW 55<sup>th</sup> AVENUE FROM CR 340 NORTH TO NW 57<sup>th</sup> PLACE; AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS TO EXECUTE SUCH AGREEMENT; PROVIDING AN IMMEDIATE EFFECTIVE DATE**

***Motion made by Commissioner Randy Durden, seconded by Commissioner D. Ray Harrison, Jr., to approve/accept the FDOT Contract #430733-1-58-01, for SCRAP Project for resurfacing or reconstruction of NW 55<sup>th</sup> Avenue from CR 340 North to NW 57<sup>th</sup> Place, \$329,800.00; and to allow the Chairman to sign. Motion carried unanimously.***

Public Safety; Fire

- Salary Increase for Interim Fire Chief: Mr. Crosby presented, for the Board's consideration, a request to increase Linda Walkers salary by \$10,000.00 per year while serving as the interim Fire Chief; this request will be retroactive to May 29, 2012 and the increase will terminate with the hiring of a Fire Chief. Discussion took place.

***Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve a salary increase for Fire Chief responsibilities, in the amount of \$10,000.00, per year, for Linda Walker, EMS Director, effective May 29, 2012, until the Fire Chief position is filled. Motion carried unanimously.***

S.H.I.P.

- Applicant Coral Mattos: Ms. Charlotte Pedersen, SHIP Administrator, readdressed a SHIP application that had been recommended for denial by the Loan Review Committee and approved as such by the Board.

Ms. Pedersen stated that Coral Mattos' application, very low income, was reconsidered for approval based on Florida Statute number 420.9071, Item 4. This statute states what the decision is based on income for a twelve month period.

At this time, Ms. Pedersen requested that the application, for Ms. Coral Mattos, based on the Loan Review Committees recommendation and State Statue, be approved for a SHIP Loan, in the amount of \$40,000.00. Discussion took place.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve the SHIP Loan for Coral Mattos, in the amount of \$40,000.00, based on the Loan Review Committee's approval. Motion carried unanimously.***

**County Administrator's Agenda Change**

SHIP; Applicant Douglas Brantley: Ms. Pedersen presented the SHIP application for Douglas Brantley, very low income, for a SHIP loan, in the amount of \$40,000.00. She stated that it is the recommendation of the SHIP Loan Review Committee to approve this application. Discussion took place.

***Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Randy Durden, to approve a SHIP Loan, in the amount of \$40,000.00, for Douglas Brantley, per the recommendation of the SHIP Loan Review Committee. Motion carried unanimously.***

**County Administrator's Report Continues...**

### Parks & Recreation

- Rock Bluff Boat Ramp: Mr. Crosby stated that there are some issues at the Rock Bluff Boat Ramp restrooms and county staff is working towards a resolution. He stated that he just wanted the Board to be aware in case citizens contacted them. Informational purposes only; no Board action needed at this time.

### **County Administrator's Agenda Change**

Letter of Resignation: Mr. Crosby presented a *Letter of Resignation*, from Otter Springs Park Manager, Kadie Ogden, and effective July 31, 2012. He read the letter for the record and asked the Board to accept the letter.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to accept the Letter of Resignation, from Otter Springs Park Manager, Kadie Ogden. Motion carried unanimously.*

### **County Administrator's Report Continues...**

#### Community Development

- Site Plan Approval Extension: Mr. Crosby presented a request for Site Plan Approval Extension, from Alejandro Wyszowski, for a neighborhood commercial development, for three (3) months. Discussion took place.

*Motion made by Commissioner Randy Durden, seconded by Commissioner Kenrick Thomas, to approve the request for a three (3) month extension on the Site Plan Approval, as requested by Mr. Alejandro Wyszowski. Motion carried unanimously.*

#### Animal Control

- Monthly Report: Mr. Crosby presented the Animal Control Monthly Report as submitted by Ms. Tanya Rippy, Animal Control Officer, for the Board's information.

#### FYI

- Mosquito Spraying: Mr. Crosby stated, for the Board's information, that mosquito spraying has begun in the north end of the county along the Santa Fe River. He also provided an update from the Health Department.
- Harvey Budd Tower: Mr. Crosby stated that the Harvey Budd Tower has been purchased. Informational purposes only.

### **County Administrator's Agenda Change**

Citizen Complaints: Mr. Crosby presented a complaint from concerned citizens on the music events held by Farm to Families. Discussion took place; no Board action taken at this time.

Property Dispositions: Mr. Crosby presented the following property for Disposition of Surplus, from the Weeks Building:

ID#3075, Systemax Laptop (No longer operational and will be cannibalized as needed)

ID#2875, Systemax Athlon Computer AMD 64x2 4400, purchased in 2006 for \$1295

ID#2876, US Modular Network Server, purchased in 2006 for \$2038

ID#3165, SVI, Rack Mounted Server, purchased in 2009 for \$2098

ID#3166, SVI, Rack Mounted Server, purchased in 2009 for \$2098

(All items are no longer operational and have been cannibalized)

ID#2303, Artopex Furniture, Work Station, \$1579

ID#2304, Artopex Furniture, Work Station, \$1579

ID#2305, Artopex Furniture, Work Station, \$1822

(These units have been pieced through different offices and are no longer one unit)

*Motion made by Commissioner Randy Durden, seconded by Commissioner Sharon A. Langford, to approve the Disposition Requests, as presented. Motion carried unanimously.*

Resolution 2012-33: Mr. Crosby presented Resolution 2012-33, designating the County Administrator as the p\Project Manager, for the 2012 Boating Improvement Grant Cycle. Chairman Langford read the short title as follows:

#### **RESOLUTION 2012-33**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA; DESIGNATING THE COUNTY ADMINISTRATOR AS THE PROJECT MANAGER FOR THE 2012 BOATING IMPROVEMENT GRANT CYCLE; AUTHORIZING THE PROJECT MANAGER TO APPLY FOR AND ADMINISTER BOATING IMPROVEMENT GRANTS FOR GILCHRIST COUNTY; AND ESTABLISHING AN EFFECTIVE DATE**

*Motion made by Commissioner Randy Durden, seconded by Commissioner Sharon A. Langford, to approve Resolution 2012-33. Motion carried unanimously.*

#### **4:30 pm Time Certain**

- Resolution 2012-30, Land Transfer/Swap between Gilchrist County School Board and Gilchrist County: Mr. Gilliam stated that he had met with school board members and legal counsels on the issue of the land swap/transfer that houses the rodeo arena. The School Board members had requested the use of the rodeo arena for up to four (4) events, per year, at no cost. Discussion took place.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Randy Durden, to approve the School Boards request for the use of the Rodeo Arena for up to four (4) events at no cost. Motion carried unanimously.*

Chairman Langford read the short title to Resolution 2012-30, as follows:

### RESOLUTION 2012-30

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA; AUTHORIZING AN EXCHANGE OF PROPERTY BETWEEN THE COUNTY AND THE GILCHRIST COUNTY SCHOOL DISTRICT; FINDING THAT THE PROPERTY TO BE EXCHANGED BY THE COUNTY IS NO LONGER NEEDED FOR COUNTY PURPOSES; FINDING THAT THE EXCHANGE OF PROPERTY WITH THE SCHOOL BOARD IS IN THE BEST INTERESTS OF THE PUBLIC; SETTING FORTH THE TERMS OF THE EXCHANGE; AND ESTABLISHING AN EFFECTIVE DATE**

*Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Randy Durden, to approve Resolution 2012-30. Motion carried unanimously.*

#### **Attorney's Report**

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

Ordinance 2012-\*\*: Administrative Reorganization: Mr. McPherson stated that he has prepared a draft and will be working with Bobby to bring a proposal back to the Board. This would bring our code more in line with current practice with regard to departments and department heads.

2012-29: Social Media: Mr. McPherson stated that he and Bobby will be working with staff to bring a revised social media policy back to the Board.

2012-30: Land Swap with School Board: Mr. McPherson stated that this resolution was approved earlier during this meeting.

2012-31: Hiring Policies: Mr. McPherson presented Resolution 2012-31, Hiring Policies, for the Board's review. He stated that this takes the policies reviewed by the Board at the last meeting and adds them, without substantive change, to the Rules and Procedures Manual.

Chairman Langford read the short title as follows:

### RESOLUTION 2012-31

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA; CLARIFYING THE COUNTY HIRING POLICY AND ADDING SUCH POLICY TO THE RULES AND PROCEDURES MANUAL; PROVIDING INSTRUCTIONS TO THE CODIFIER; AND ESTABLISHING AN EFFECTIVE DATE**

*Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Randy Durden, to approve Resolution 2012-31. Motion carried unanimously.*

Sign Regulations: Mr. McPherson stated that the Gilchrist County sign regulations provide that the following signs are prohibited:

*Signs erected on public property, or on private property (such as private utility poles) located on public property, other than signs erected by public authority for public purposes.*

Mr. McPherson stated that campaign seasons always bring enforcement problems for the road department due to the proliferation of political signs placed in county right of ways. This season is no exception.

Mr. McPherson stated that the Board had requested that he include this issue in his report for discussion of enforcement issues. Discussion took place.

**The Board agreed that it is not the responsibility of the Road Department to replace signs that have been removed for maintaining county right-of-ways; signs will be picked up and taken to the shop.**

### **Clerk's Report**

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

Approval of Contract and Authority to Represent: Mr. Gilliam presented the contract and authority to represent for Patricia Carter, as VAB Attorney. He recommended that the Board approve and that the Chairman is authorized to sign.

***Motion made by Commissioner Randy Durden, seconded by Commissioner D. Ray Harrison, Jr., to approve the contract for Patricia Carter to serve as VAB Attorney. Motion carried unanimously.***

### **Clerk's Agenda Change**

Medicaid Billing and Certification: Ms. Jacki Johnson, Finance Director, presented the certification, in the amount of \$60,929.84 (15% discount), back billing owed by Gilchrist County. Discussion took place.

***Motion made by Commissioner Randy Durden, seconded by Commissioner D. Ray Harrison, Jr., to approve the Medicaid certification in the amount of \$60,929.84. Motion carried unanimously.***

Public Safety Coordinating Council Meeting: Mr. Gilliam requested authorization to schedule a Public Safety Coordinating Council Meeting.

**The Board agreed to allow the Clerk to schedule a PSCC meeting.**

**Commissioners Reports:** None noted.

**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 D. Ray Harrison, Jr., seconded by Commissioner Randy Durden, to adjourn. Motion carried unanimously.* Chairman Langford adjourned the meeting at **4:57 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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*Tommy Langford, Chairman*