

***MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY
BOARD OF COUNTY COMMISSIONERS HELD AUGUST 6, 2012***

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, August 6, 2012**, 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:

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

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; Terri Williams; John Ayers, Gilchrist County Journal; Billy Cannon, Road Department Superintendent; Diane Rondolet, Code Enforcement Officer; David Peaton, EM Director; Ron Mills; Frank Ritter, Building Official; Mitchell Gentry, Hart Springs Manager; Tommy Moore, Human Recourses; Linda Walker, EMS Director; Amy O'Brien, GCHD; Charlie Perez; Marion Poitevint; Katherine LaBarca; Hugh Thomas, Loran Brookins, SRF; Ray Rauscher; Robin Riley, PRIA; Richard & Leslie Esseck; Donna Creamer, PWW/TDC; Buddy Vickers; Todd Newton; Jean Wonser; and Steve Gladin.

Call to Order

Chairman Tommy Langford called the meeting to order at 1:31 p.m. Commissioner D. Ray Harrison, Jr. delivered the invocation and Commissioner Randy Durden led the pledge of allegiance.

Agenda Changes

- Mr. Bobby Crosby, County Administrator, presented the following agenda changes:
 1. Addition: Human resources; Resignation of Julee Brideson
 2. Addition: Road Department; DOT School Zone Swap Letter
 3. Addition: Building Department; Reduction of Hours
 4. Addition: Loran Brookins, Suwannee River Fair
- Mr. John McPherson, County Attorney, presented the following agenda changes:
 1. Additional Handout: Otter Springs Lease

Motion made by Commissioner Randy Durden, seconded by Commissioner Kenrick Thomas, to approve the Agenda as presented, with noted changes. Motion carried unanimously.

Consent Agenda

Approval of Minutes

Budget Workshop July 16, 2012
 Regular Meeting July 16, 2012
 Budget Workshop July 30, 2012

Approval of Bills

On file in Clerk's Office July 2012

Property Disposition Request

Property Appraiser
 ID#2663; Gator Works Computing; \$1036
 ID#2664; Gator Works Computing; \$1036

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the Consent Agenda, as presented. Motion carried unanimously.

County Administrator's Agenda Change

Mr. Loran Brookins, President Suwannee River Fair: Mr. Brookins asked the Board for their assistance with permit fees for the new fair building. He stated that all three (3) counties (Dixie, Gilchrist and Levy) are being asked to provide assistance, in the amount of \$3,100.00 each. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve the request for 1/3 of the permit fees, in the amount of \$3,100.00, for the new Suwannee River Livestock Fair Building. Motion carried unanimously.

Resignation of Julee Brideson: Mr. Crosby read the *Letter of Resignation* of Ms. Julee Brideson, effective August 31, 2012.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to accept Ms. Brideson's Letter of Resignation (with regrets). Motion carried unanimously.

County Administrator's Report

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

Human Resources

- United Healthcare: Mr. Crosby introduced Ms. Robin Riley, with Brown & Brown, PRIA, who presented and explained to the Board the insurance rates for their consideration for the FY 12/13 budget year. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Randy Durden to move forward with Florida Blue @ \$500 deductible, as Primary, with a \$0 deductible as a Buy Up Plan, at rate provided (on file in Clerk's Office). Motion carried unanimously.

- United Healthcare Rebate Check: Mr. Gilliam presented a rebate check from United Healthcare, in the amount of \$13,104.00. Ms. Riley explained the options the Board has for applying the check. Discussion took place.

Motion made by Commissioner Randy Durden, seconded by Commissioner D. Ray Harrison, Jr., to apply the \$13,104.00 refund check from United HealthCare, to the September 2012 monthly premium for ES, EC and Family Plan, as provided by law. Motion carried unanimously.

Road Department

- Causseaux, Hewett, & Walpole, Inc.: Mr. Crosby presented a request for approval of a contract extension for Causseaux, Hewett, & Walpole, Inc. to continue as the Engineer on the CDBG Project, which is approaching the end of Phase 1 and should soon be moving to the construction phase upon approval by the State.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve the 2nd extension on the Engineering Agreement with Causseaux, Hewett & Walpole, Inc., for engineering services on CDBG Grant #11BD-C5-03-31-01-PS16, for seventy five (75) days; total of 415 from 11/11/2011. Motion carried unanimously.

- Butler Boat Ramp: Mr. Cannon stated that he had met with SRWMD on Thursday and they are going to write a permit allowing the Road Department to repair the Butler Boat Ramp. Discussion took place. No Board action needed.

County Administrator's Agenda Change

- Road Department; DOT School Zone Swap Letter: Mr. Crosby stated that the Florida Department of Transportation had come by and spoke to him regarding the School Zones. He stated that they are asking for a letter from Gilchrist County agreeing to the proposed school zone swap. The proposed swap is that Gilchrist County will maintain the two zones on SR 26 and no longer maintain the school zone on SR 129. Discussion took place.

The Board requested that Mr. Crosby bring back more information including who actually pays the bill on what signs at what locations. This issue will be considered at the next meeting.

County Administrator's Report Continues...

Emergency Management

- FEPA Mid-Year Conference Update: Mr. Ron Mills, Florida Emergency Preparedness Association, updated the board on the FEPA Mid-Year Conference. Informational purposes only.

Fire/EMS

- Contract with Mittauer and Associates: Mr. Crosby presented the contract with Mittauer and Associates, for Engineering Services associated with the construction of the Trenton EMS Site, for the Board's approval and Chairman's signature. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve the contract with Mittauer & Associates, for engineering services associated with the construction on the Trenton EMS site, approximately \$28,500.00, for engineering on items A, B & C, not D; and to allow the Chairman to sign. Motion carried unanimously.

- Fire Rescue Goals and Objectives FY 2012-2017: Mr. Crosby presented for the Boards' information, a draft of the Goals / Objectives Step Plan 2012 – 2017. Discussion took place. No Board action needed at this time.

The Board directed the County Attorney to bring back language for Personnel Policy to address training for Fire Volunteers and signing agreement to volunteer for a specific period of time.

- Fire Chief Job Description: Mr. Crosby presented a copy of the proposed job description for the position of the Fire Chief Job, for the Boards' review and approval. Mr. Crosby requested permission to advertise for the position of Fire Chief. Discussion took place. No formal Board action was taken.

Parks & Recreation

- Shingle Landing FBIP Grant Agreement: Mr. Crosby stated that the Shingle Landing FBIP Grant Agreement, contract #10242, with FWC has been received, in the total amount not to exceed \$218,067.00.

Motion made by Commissioner Randy Durden, seconded by Commissioner Sharon A. Langford, to approve the Shingle Landing FBIP Grant Agreement, and to allow the Chairman to sign. Motion carried unanimously.

- Kiosk to Memorialize the Rock Bluff Ferry: Mr. Crosby presented a quote for a Kiosk to memorialize the Rock Bluff Ferry and the citizens who operated it. This is a wooden structure as seen with a changeable full color poster for a total cost of \$2,188.13. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Randy Durden, to approve the purchase of a Kiosk and changeable full color poster, total cost \$2,188.13, for Rock Bluff. Motion carried unanimously.

- Bathrooms at Rock Bluff Boat Ramp: Mr. Crosby addressed the issue of the bathrooms at Rock Bluff Boat Ramp. Some renovations are being made; cleanup and maintenance were also addressed. He stated that he had a discussion with Mr. Ray Rauscher who would be interested in keeping the bathrooms cleaned. Discussion took place.

The Board directed the Clerk to setup a line item for \$75.00/wk for Rock Bluff restroom cleanup in the FY 12/13 budget and for the County Administrator to bring back a recommendation on cleaning services.

Otter Springs

- Capitol Improvements Priority List: Mr. Crosby presented a Capital Improvements Priority List, for the Boards' review and approval. He also requested permission to present the list to SRWMD for their review. Discussion took place.

Motion made by Commissioner Randy Durden, seconded by Commissioner Sharon A. Langford, for discussion, to approve the Capital Improvements Priority List (as presented) and letter to be sent to SRWMD for approval on park renovations. Motion carried 3-2, with Commissioner D. Ray Harrison, Jr. and Commissioner Sharon A. Langford voting NO.

- Gilchrist County Cattlemen's Association: Mr. Crosby presented a request for waiver of fees, for the Gilchrist County Cattlemen's Association, for the use of the Otter Springs Club House, on Thursday, September 13th, from 6-9:00 p.m. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Randy Durden, to deny the request for wavier of fee the Gilchrist County Cattlemen's Association, for the use of the Otter Springs Club House; and to charge \$50.00 minimum. Motion carried unanimously.

Extension Office

- Request for Travel: Mr. Crosby presented a request fro travel for Marvin Weaver and Chris DeCubellis, for August 27-30, 2012 and October 22-26, 2012; costs have been budgeted.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner D. ray Harrison, Jr., to approve travel requests for Marvin Weaver and Chris DeCubellis. Motion carried unanimously.

Code Enforcement

- Monthly Report: Mr. Crosby presented, for the Boards' information, the Code Enforcement Monthly Report as submitted by Ms. Diane Rondolet, Code Enforcement Officer.

The Board directed Ms. Rondolet to send out a reminder letter to Jerome White, reminding him of the agreement made to pay code enforcement fines.

Animal Control

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

County Administrator's Agenda Change

Building Department

- Reduction of Hours: Mr. Crosby presented an additional handout explaining the reduction of hours in the building department as well as other duties performed. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner D. Ray Harrison, Jr., to approve 32 hours per Building Official Employee, NO overtime (as currently utilized). 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 and staff are continuing to work on the draft ordinance and should be able to bring a proposal back to the Board at the next meeting. This would bring our code more in line with current practice with regard to departments and department heads.

Ordinance 2012-**: Revised Flood Plain Regulations: Mr. McPherson stated that new state and federal laws require a substantial revision to the County's floodplain regulations. He and Frank Ritter are working on these revisions, and should have a draft for the Board's review at the next meeting.

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

Clerk's Report

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

Municode: Mr. Gilliam presented a request to put our codes online. He stated that it would cost approximately \$400.00 for the NOW Feature; this places County Ordinances online as they are adopted, @ \$25.00 per ordinance. Discussion took place.

Motion made by Commissioner Randy Durden, seconded by Commissioner D. Ray Harrison, Jr., to approve NOW Feature with Municode, for approximately \$400.00. Motion carried unanimously.

SCR Trust Property: Mr. Gilliam presented the issue of the Gilchrist County Certificate held property known as *Henry Townsend Property* or *Wild Man Eddie Colts Property*; taxes have become delinquent on it. He explained the current situation on this property. Discussion took place.

The Board directed the Clerk and County Administrator to get with the City of Trenton on the cleanup options for the SCR Trust Property.

Fuel Report: Mr. Gilliam presented the fuel report for month ending July 2012, for the Board's information.

Medicaid County Billing Retrospective Final Certification: Ms. Jacki Johnson presented the official notice on the Medicaid County Billing Retrospective Final Certification, which we will take a 15% cut from the approximate amount of \$71,000.00. Informational purposes only.

Travel Report: Mr. Gilliam requested that each board member submit a One-Month DETAILED Travel Report, for FY 11/12, as needed for auditing purposes.

Budget Workshop: Mr. Gilliam addressed the issue of holding another budget workshop BEFORE August 20, 2012. Discussion took place.

The Board set a budget workshop for 2:00 p.m. on Monday, August 20, 2012.

Commissioners Reports

Commissioner Sharon A. Langford addressed the issue of the pool costs for pool use at both Hart and Otter Springs, for Seniors 60+ and 2 yrs and under free. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner D. Ray Harrison, Jr., to give discount to 60+ Seniors and 2years and younger FREE. Discussion took place. Chairman Langford called for a vote... ***Motion carried unanimously.***

Commissioner Sharon A. Langford directed the County Attorney to contact T.J. Harrington, with Quit Doc Research to obtain information to draft a resolution regarding candy flavored tobacco.

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 Sharon A. Langford, seconded by Commissioner Randy Durden, to adjourn. Motion carried unanimously.* Chairman Langford adjourned the meeting at **4:30 p.m.**

*Board of County Commissioners
Gilchrist County, Florida*

Attest:

Approved:

Joseph W. Gilliam, Clerk of Court

Tommy Langford, Chairman