# MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD NOVEMBER 5, 2012

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, November 5, 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:

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 V 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; Terri Williams, Administrative Assistant; John Ayers, Gilchrist County Journal; Billy Cannon, Road Department Superintendent; Diane Rondolet, Code Enforcement Officer; David Peaton, EM Director; Mitchell Gentry, Hart Springs Manager; Marvin Weaver, County Extension Director; Pat Watson, Executive Director GC Chamber; Ron & Georgia Mills; Mr. & Mrs. Norm Conti; Marion Poitevint; Richard & Leslie Esseck; Diane Durden; Mrs. Durden; Steve Minnis, SRWMD; Robert Roux; Diane Clifton, IDA Member; Todd Gray, IDA Member; and Lindsey Lander, Attorney.

# Call to Order

Chairman Tommy Langford called the meeting to order at 1:30 p.m. Commissioner delivered the invocation and led the pledge of allegiance.

# Agenda Changes

- Mr. Bobby Crosby, County Administrator, presented the following agenda changes:
  - 1. Addition: Narrowbanding; Radio Purchase

Motion made by Commissioner Kenrick Thomas, 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	October 01, 2012
Regular Meeting	October 15, 2012

### **Budget Entries**

BE12-036, Fund 141, Transportation Impact	. \$	6,300.00
BE12-037, Fund 140, Transportation	. \$1	138,145.00
BE12-038 (1 of 4), Fund 001, General Fund	\$	83,680.00
BE12-038 (2 of 4), Fund 001, General Fund	\$1	144,332.00
BE12-038 (3 of 4), Fund 001, General Fund	\$	28,873.00
BE12-038 (4 of 4), Fund 001, General Fund	\$	65,017.00
BE12-039, Fund 180, SHIP	. \$	35,000.00
BE12-040, Fund 410, EMS	\$	32,690.00
BE12-041, Fund 470, Otter Springs	. \$	12,710.00

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

Dixie County Inmate Housing September 2012	9,492.00
M.C. Bruce, Tax Collector Reimbursement of Mailing 2012 Tax Statements \$4	1,672.80

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

# <u>Presentation of Appreciation for Services</u>

Mr. Bobby Crosby, County Administrator, and Commissioner Sharon A. Langford, Vice Chairman, presented *Awards of Appreciation* to Commissioners Randy Durden and Tommy Langford, for their commended services to Gilchrist County.

Commissioner's Randy Durden and Tommy Langford both expressed their gratitude for the opportunity to serve Gilchrist County.

# County Administrator's Report

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

## Road Department

 <u>Disposition of Property – 1996 Chevy pickup</u>: Mr. Crosby presented a Disposition of Property Request for a 1996 Chevy Pickup, VIN 1GCGC33R3TF018088, Tag #2339; Justification: Wore out / Replaced, will be taken to auction.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve the Disposition Request as presented. Motion carried unanimously.

• Quotes for the Purchase of 18 Culverts for Inventory: Mr. Crosby presented the following quotes for the purchase of 18 culverts for inventory:

Gulf West Supply	\$8,549.34
Gulf Atlantic	\$6,330.60
Metal Culverts	\$6,195.20

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Randy Durden, to approve quote from Metal Culverts, Inc., for the purchase of 18 culverts, in the amount of \$6,195.20. Motion carried unanimously.

### **Emergency Management**

• Request for Travel: Mr. Crosby presented a travel request for the Board's approval, to allow David Peaton to attend the *Recovery from Disaster Training Course*, in Lecanto, Florida; the approximate cost for this trip will be \$110.00 plus per diem for 2 days.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve travel request for David Peaton. Motion carried unanimously.

• <u>EM Grant Award</u>: Mr. Crosby presented the EM Grant Award for Training, in the amount of \$10,923.00, Federal Grant #EMW-2012-SS-00109-S01, for the Board's approval to allow the Chairman to sign.

Motion made by Commissioner Randy Durden, seconded by Commissioner Kenrick Thomas, to allow the Chairman to sign the EM Grant Award, in the amount of \$10,923.00. Motion carried unanimously.

#### Fire/EMS

• MOA with Florida Gateway College: Mr. Crosby requested the Board's approval to allow Linda Walker, EMS/Fire Director to sign Memorandum of Agreement with Florida Gateway College. Agreement has been reviewed by County Attorney.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to allow EM/Fire Director, Linda Walker to sign the MOA with Florida Gateway College. Motion carried unanimously.

• Request for Tuition: Mr. Crosby presented for the Board's approval a request to assist with tuition and books for current Firefighter/EMT employee, Justin Schwab, for Paramedic Certification; Mr. Schwab will be required to sign employment/repayment agreement.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Randy Durden, to approve books and tuition reimbursement for Paramedic Certification, with signed employment/repayment agreement, for Justin Schwab. Motion carried unanimously.

## 1:45 p.m. Time Certain

• Norm Conti; SREC Senior Advisory Group: Mr. Conti gave an update on the Trenton Senior Center Programs; he also thanked the Board for their support.

## County Administrator's Report continues...

### **County Administration**

• <u>Approval of RFQ for Engineering Services</u>: Mr. Crosby presented the Request for Qualifications for Engineering Services, for the Boards approval. He reminded the Board that we are not seeking a replacement for the two current Engineer Services that we have but adding a third. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve the RFQ for Engineering Services, as presented. Motion carried unanimously.

#### Parks & Recreation

• Request for Winter Rate Reduction: Mr. Crosby presented a request to reduce the winter rates for both Hart and Otter Springs. Recommended reduced rates for monthly camping, for the term of 11/01/12 to 03/31/13, at \$360 for 30 amp services and \$375 for 50 amp services. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas to approve the request, as presented, for reduced winter rates for both Hart & Otter Springs. Motion carried unanimously.

# 2:00 p.m. Time Certain

- WORKSHOP: Industrial Development Authority: Mr. McPherson stated that during 2011 interest was expressed in re-activating the Industrial Development Authority (IDA). He prepared the resolutions necessary to do this, and a new slate of members was appointed. Kyle Stone had agreed to provide administrative support, and she did prepare agendas and minutes for several meetings in the fall of 2011. Since then, two things have happened:
  - 1. Kyle Stone left the Chamber and the new director was hired for a reduced number of hours, so that there is now no one available to provide administrative support for the IDA.
  - 2. A majority of the members that were appointed to the IDA have decided to resign from the Authority for a variety of reasons. The members resigning include: Lowell Chesborough, Tim Hastings, Kyle Stone, and Buddy Vickers. The remaining members are Todd Gray, Dan Cavanaugh and Diane Clifton.

Mr. McPherson reported that the County received notice from the Florida Department of Economic Opportunity that the annual registration and fee of \$175.00 are due. At the last meeting the Board directed that the registration fee be paid in order to keep the IDA active for now. The question set for workshop at this meeting is whether the County Commission wants to find new members of the IDA and keep it active, or in light of the lack of administrative support and the resignation of most its members, allow the IDA to again become inactive. The remaining members of the IDA have been invited to attend the workshop. Discussion took place.

Mr. Todd Gray and Ms. Diane Clifton, remaining members of the IDA, addressed the Board and expressed the concerns. It was recommended that the committee be referred to as an Advisory Board, instead of an Authority (action board).

The Board will consider changing the Industrial Development Authority to the Industrial Development Advisory Board and the County Attorney will work on language and bring back for further consideration. Also, it was recommended that Mr. Jeff Hendry, NCFRPC be invited to the next workshop.

## County Administrator's Report continues...

#### Parks & Recreation

• <u>Florida State Fiddler's</u>: Mr. Crosby presented a request to give a discounted rate for Otter Springs Lodge Rental, for next year's Florida State Fiddler's Convention. Discussion took place.

Motion made by Commissioner Randy Durden, seconded by Commissioner D. Ray Harrison, Jr., to DENY the request made by the Florida State Fiddlers for a reduced rate of \$300 for the rental of the Spring House Lodge for three (3) days; and approved leaving the rate as is \$550.00. Motion carried unanimously.

• <u>ForVets Project</u>: Commissioner D. Ray Harrison, Jr., presented the request for the establishment of a project for Veteran's at Otter Springs, ForVets, Inc., for the benefits of Vets and their families. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve Staff to move forward with proceeding the legal requirements necessary to sublease, contract or amend our lease with SRWMD at Otter Springs, for the ForVets Program. Motion carried unanimously.

<u>Code Enforcement; Monthly Report</u>: Mr. Crosby presented the monthly Code Enforcement Report as submitted by Ms. Diane Rondolet. Informational purposes only.

<u>Animal Control; Monthly Report</u>: Mr. Crosby presented the monthly Animal Control Report as submitted by Animal Control Officer, Ms. Tanya Rippy. Informational purposes only.

## County Administrator's Agenda Change

Request for Radio Purchase for Narrowbanding Project: Mr. Crosby presented a request for permission to start purchasing radios for narrowband radio system; approximate total cost of \$25,000.00. The radios are on State Contract and have been allotted in the original budgeted amount. Discussion took place.

Motion made by Commissioner Randy Durden, seconded by Commissioner D. Ray Harrison, Jr., to approve the request for the purchase of replacement radios, in the amount of \$25,000.00, from State Contract, for the narrowbanding project. motion carried unanimously.

## Attorney's Report

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

<u>Proclamation 2012-08: Pancreatic Cancer:</u> Mr. McPherson presented Proclamation 2012-08, declaring the month of November as Pancreatic Cancer Awareness Month. Chairman Langford read the proclamation for the record.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Randy Durden, to approve Proclamation 2012-08. Motion carried unanimously.

<u>Industrial Development Authority</u>: Addressed earlier during workshop.

Shingle Landing Agreement: Mr. McPherson stated that in order to make improvements to the Shingle Landing Boat Ramp, the County needs a small piece of adjoining property (.81 acres), owned by the Suwannee River Water Management District, for a parking area. The District is willing to grant to the County the authority to "improve, manage, and maintain" the property subject to certain conditions spelled out in the "Agreement for the Management and Operations of a Boat Ramp" Mr. McPherson presented for the Board's consideration; he has reviewed the agreement, and the District made several changes that he had requested. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the Agreement with SRWMD for Management & Operation of Shingle Boat Ramp (for the additional property); and to allow the Chairman to sign. Motion carried unanimously.

Mr. McPherson expressed kind words to Commissioner's Durden and Langford for the experience of working together of the years and thanked them for their services to the County.

# Clerk's Report

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

<u>Mid-Month meeting in January</u>: Mr. Gilliam addressed the issue of the mid-month meeting in January falls on Monday, January 21, 2013, which is a holiday, *Martin Luther King, Jr. Day*, he requested that the Board take action to reschedule the meeting to Tuesday, January 22<sup>nd</sup> at 4:00 p.m. (*This is also the meeting that the Clerk was to bring back RFQ's for Legal Services*).

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve changing the mid-month meeting in January to Tuesday, January 22<sup>nd</sup>, at 4:00 p.m. as Monday is a County holiday. Motion carried unanimously.

<u>Return of Excess Funds for FY 2012</u>: Mr. Gilliam presented the excess funds that were returned by each of the Constitutional Officers, for FY 2012. Informational purposes only.

<u>GCSO</u> request for <u>Budget Amendment</u>: Mr. Gilliam presented a request that was made by Sheriff Daniel Slaughter asking the Boards approval to use the excess funds that were returned, in the amount \$64,000.00, to purchase two (2) fleet vehicles, in this years budget. Discussion took place.

The Board requested that Sheriff Slaughter attend the next meeting to discuss his request for the purchase of two (2) new fleet vehicles.

<u>Department of Revenue; Letters of Acceptance</u>: Mr. Gilliam presented, for the Board's information, two letters from the Department of Revenue, stating that the Department has found no violation of the requirements of the F.S. Subsections and accordingly accepts the County's certification as meeting the stated requirements for both the Truth in Millage (TRIM) Certification and the Maximum Millage Levy Calculation Final Disclosure.

<u>Commissioners Reports</u>: Again, Commissioners Randy Durden and Tommy Langford both expressed their gratitude for the opportunity to serve Gilchrist County and its residents.

**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 Randy Durden*, seconded by Commissioner D. Ray Harrison, Jr., to adjourn. Motion carried unanimously. Chairman Langford adjourned the meeting at 3:25 p.m.

	Board of County Commissioners Gilchrist County, Florida
Attest:	Approved:
Joseph W. Gilliam, Clerk of Court	Sharon A. Langford, Vice Chairman