

**MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY
BOARD OF COUNTY COMMISSIONERS HELD APRIL 15, 2013**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, April 15, 2013**, 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:

<i>District I</i>	<i>Commissioner Sharon A. Langford, Chairman</i>
<i>District II</i>	<i>Commissioner D. Ray Harrison, Jr., Vice Chairman</i>
<i>District III</i>	<i>Commissioner Todd Gray</i>
<i>District IV</i>	<i>Commissioner John Rance Thomas</i>
<i>District V</i>	<i>Commissioner Kenrick Thomas</i>

Others in Attendance

Todd Newton, Clerk of Court; Jacki Johnson, Finance Director; Patty McCagh, Board Secretary/Deputy Clerk; David Lang, County Attorney; Bobby Crosby, County Administrator; Terri Williams, Administrative Assistant; John Ayers, Gilchrist County Journal; Billy Cannon, Road Department Superintendent; David Peaton, Director of Emergency Management; Diane Rondolet, Code Enforcement Officer; Wilma Mattucci, GC Library Manager; Cheryl Twombly, DCF Liaison; Barbara Merritt, Tax Collector; Tim Hastings, CFEC; Lindsey Lander, Attorney; Ray Rauscher; Richard & Leslie Esseck; David Gilliam; Glenn Biggerstoff, Dixie Radio Club; Marion Poitevint; Pat Watson, GC Chamber of Commerce; Charlie Perez; Brother Terry Davis, Living Praise Church of God; Carole Munn; Susan Owens; Steve Gladin; Jean Wonser; Phil Bishop; and Laura Dedenbach, County Planner.

Call to Order

Chairman Sharon A. Langford called the meeting to order at 4:00 p.m.

Brother Terry Davis, Living Praise Church of God, delivered the invocation and Chairman Langford led the pledge of allegiance.

Agenda

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to approve the Agenda as presented, with NO changes. Motion carried unanimously.

Consent Agenda

Approval of Bills

On file in Clerk's March 2013

Request for Payment Approval

Dixie County Sheriff's Department
 Inmate Housing March 2013 \$2,352.00

Mills Engineering Company
 Invoice 2013021, Rock Bluff Boat Ramp and Parking Renovation \$7,603.60
 Invoice 2013020, Santa Fe River Park Boat Ramp and Parking \$7,524.90
 Invoice 2012073, Resurface Townsend Cemetery Rd (NW 55th Ave) \$5,244.87
 Invoice 2013015, W/R GCR 341 from GCR 342 to GCR 340 \$2,199.00
 Invoice 2013012, W/R GCR-307A from GCR-307 to US-129 \$ 405.00

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Todd Gray, to approve the Consent Agenda, as presented. Motion carried unanimously.

Public Participation

- Carole Munn: Ms. Munn addressed the Board requesting a hardship waiver of non ad valorem taxes (due to extenuating circumstances) on the property that she had purchased in September 2011. She explained her situation. Discussion took place.

Motion made by Commissioner John Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve/grant a 15 day extension, for Ms. Carole Munn, allowing her to submit a hardship application due to extenuating circumstances. Motion carried unanimously.

Constitutional Officers

- Barbara Merritt, Tax Collector: Ms. Merritt addressed the issue of acquiring additional working space, in her office, by moving the air conditioning unit. She presented estimates from different vendors, approximately \$6,000.00, which includes electrical, air conditioning, fire. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Todd Gray, to approve the request made by Barbara Merritt, Tax Collector, for funds in the amount of \$6,000.00, to modify her office in order to provide additional working space for staff; (funds will come out of Fund 1920 Courthouse Operations). Motion carried unanimously.

4:15 p.m. Time Certain

- Lindsey Lander; Matter of Labor Law Attorney: Mr. Lindsey Lander, Attorney, addressed the issue of the County's current Labor Law Contract. He expressed interest as a local attorney to serve as legal representation, for labor laws, and would like for the Board to consider putting out RFQ's for Labor Law Representation. Discussion took place.

Motion made by Commissioner Todd Gray, seconded by Commissioner D. Ray Harrison, Jr., to approve advertising for RFQ's, for Labor Law Representation. Motion carried unanimously.

County Administrator's Report

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

Road Department

- **Annual Traffic Signal Certification:** Mr. Crosby presented Exhibit "A" of the Traffic Signal Maintenance and Compensation Agreement, for FY 2013-2014, requesting certification that the traffic signals in Gilchrist County (as listed on Exhibit "A") will be maintained and operated in accordance with the requirements of the agreement.

The Department will pay the Maintaining Agency, Gilchrist County, a total lump sum of \$1,790.00, for satisfactory completion of all services detailed in this agreement, for this time period. Mr. Crosby requested the Boards' approval and permission to sign.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve Exhibit "A" of the Traffic Signal Maintenance and Compensation Agreement, for FY 2013-2014, in the amount of \$1,790.00, and to allow the County Administrator to sign. Motion carried unanimously.

- **Monthly Limerock Report:** Mr. Crosby presented, for the Boards' information, the Limerock Report, for the Month of March, as submitted by Billy Cannon, Road Department Superintendent.

Animal Control

- **Monthly Animal Control Report:** Mr. Crosby presented, for the Boards' information, the Animal Control Report, for the Month of March, as submitted by Tanya Rippy, Animal Control Officer.
- **Letter of Resignation from Tanya Rippy:** Mr. Crosby presented the *Letter of Resignation* from Ms. Tanya Rippy, Department Head of Animal Control, effective as of April 25, 2013.

The Board recommended that a Certificate for Appreciation of Services is presented to Ms. Rippy at the next meeting.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to accept the Letter of Resignation of Tanya Rippy, Animal Control Department Head; effective as of April 25, 2013. Motion carried unanimously.

- Recommendation for Animal Control Department Head: Mr. Crosby recommended promoting Ericka Hudson, who is currently working under Ms. Rippey, for Department Head of Animal Control. Ms. Hudson has all the required training and has been employed since May 2011. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve the recommendation to promote Ms. Ericka Hudson to Department Head of Animal Control. Motion carried unanimously.

4:30 p.m. Time Certain

- Access Florida Community Partner Network Agreement: Mr. Lang, County Attorney, presented the Access Florida Community Partner Network Agreement, for the Boards' consideration. He stated that it concerns the utilization of the library, for different benefits, allowing DCF clients to access programs through the State of Florida. Ms. Wilma Mattucci, Library Manager, and Ms. Cheryl Twombly, DCF Liaison, explained that this partnering will provide *self service access* for DCF clients, including informational handouts and applications, computer access, scanning and copying services. Discussion took place.

The following marked items will be provided at the library, as *Self Service Access*, for DCF clients:

- ✓ **Provide informational handouts**
- ✓ **Provide paper applications as requested by customers***
 - Provide access to telephone to call DCF Customer Call Center 1-866-762-2237
- ✓ **Provide computer to apply for assistance on-line***
 - Provide printer for ACCESS documents
- ✓ **Provide ~~fax machine to fax~~ scanner for application and other documents to DCF**
- ✓ **Provide copy machine to copy application related documents**
 - Provide an explanation of the application process*
 - Provide assistance to customers to complete/submit their application and/or provide requested information*
 - Provide assistance to customers with "My ACCESS Account"*
 - Provide case status information and outstanding information needed to determine eligibility.*

Chairman Langford called for the pleasure of the Board.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to approve the Access Florida Community Partner Network Agreement, with noted services to be provided by the DCF; and to authorize the Chairman to sign. Motion carried unanimously.

County Administrator's Report continues...

Animal Control

Mr. Crosby stated that PK Fischer who works at Solid Waste will be transferring in the morning to help Erick Hudson with Animal Control.

Library

- Monthly Library Report: Mr. Crosby presented, for the Boards' information, the Library Monthly Report, for March 2013, as submitted by Ms. Wilma Mattucci, Library Manager.

Parks & Recreation

- Shingle Landing: Mr. Crosby presented an outline on the cost for the Shingle Landing Boat Ramp Project, as follows. He is requesting additional funding, in the amount of \$11,621.00. Discussion took place.

Cost for Construction	\$229,688.00
Canoe Launch	\$1,000.00
Engineering, Permitting	<u>\$23,444.00</u>
Total	\$254,132.00
Grant Amount	\$218,067.00
Difference	<u>\$36,065.00</u>
BOCC approved Funding	\$24,444.00 (Engineering and Canoe Launch)
Additional estimated amount needing to be approved from the Marine Improvement Trust Fund	\$11,621.00

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to approve the additional funding needed for the Shingle Landing Boat Ramp Project, in the amount of \$11,621.00, out of the Marine Improvement Trust Fund. Motion carried unanimously.

- Eddin's Boat Ramp: Mr. Crosby addressed the issue of the property boundaries at Eddin's Boat Ramp. He reminded the Board that a request has been made several times asking if the County would put up a fence which would help protect Ginnie Springs property. Upon observation it was found that there were other lots adjacent to the Ginnie Springs property line, which is between the County's property and that of Ginnie Springs. Discussion took place.

The Board agreed that NO action will be taken, at this time, in relation to putting up a fence between the County property at Eddin's Boat Ramp and Ginnie Springs.

5:00 p.m. Time Certain

- Laura Dedenbach, County Planner: Ms. Dedenbach stated that On March 20, 2013, she received a request from Mr. Tom Sturgeon, agent for Ellie Ray's Campground, for an extension on the approval of SUP 2012-04 for a one-year period.

Ms. Dedenbach stated that the BOCC approved SUP 2012-04 on May 31, 2012. The applicant then had one year to file a site plan or commence with Phase 1 of the project pursuant to Section 12.03.03(e), LDC; and that the BOCC may grant a one-year extension in cases of hardship.

In this case, the applicant's plans for the paving of NW 110th Street have been delayed due to coordination with the Suwannee River Water Management District, and the District's ultimate determination that paving could not be accomplished under the "Dusty Roads" program.

The applicant is requesting additional time to consider options and return to the BOCC with a revised plan.

It was Ms. Dedenbach's recommendation that the BOCC approve the one-year extension from May 31, 2012 to May 31, 2014; she stated that the extension will either be for the kick off of Phase 1 or the submission of a site plan for part of their development.

Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Todd Gray, to approve the request made by Mr. Tom Sturgeon, agent for Ellie Ray's Campground, for a one-year extension, from May 31, 2012 to May 31, 2014, on SUP 2012-04; as recommended by the County Planner. Motion carried unanimously.

County Administrator's Report continues...

Parks & Recreation

- SRWMD Request for Fee to be Waived: Mr. Crosby presented a request, from the Suwannee River Water Management District, that the rental fees are waived for pavilion use at Hart Springs, for staff Family Day. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to approve waiving rental fees for pavilion use by SRWMD, for Family Day, at Hart Springs. Motion carried unanimously.

General Government

- Old Radio Repeaters: Mr. Crosby requested for the old radio repeaters that can no longer be used by the County be donated to the non-profit Dixie Amateur Klub (also serves Gilchrist County). Discussion took place.

Mr. Crosby stated the surplus procedure will be followed on donation of radio repeaters.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to donate the old radio repeaters to the Dixie Amateur Klub (also serves Gilchrist County). Motion carried unanimously.

- Chamber of Commerce Building Roof Project: Mr. Crosby presented the contract (which was prepared by Mr. Lang, County Attorney) with Curry's Roofing, for re-roof of Chamber Building, for the Boards' approval and that the Chairman is authorized to sign.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the contract with Curry Roofing, for the Re-roofing Project on the Chamber of Commerce Building; and to allow the Chairman to sign. Motion carried unanimously.

- PRIA – Renewal of Contract for Agent: Mr. Crosby presented the renewal of the PRIA (Public Risk Insurance Agency) Contract for Agent of Health, Life and General Liability; contract renews May 2013, this will be the 2nd year of 3 year renewal. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Todd Gray, to approve the renewal of the Contract of Agent with PRIA for Health, Life and General Liability Insurance. Motion carried unanimously.

- EAC (Economic Advisory Committee): At this time, the Board ranked the candidates interested in serving on the EAC. They selected the following four (4) candidates which completes the nine (9) member committee: David Biddle, Richard Esseck, Susan Owens and Trisha Stalvey.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to approve adding the four (4) noted members to the Economic Advisory Committee. Motion carried unanimously.

FYI

- Water's Lake: Mr. Crosby informed the Board that the fence is up at Water's Lake; gated and locked to control trespassing.

- Fire Service Magazine: Mr. Crosby presented for the Boards' information a "Thank you to Gilchrist County Board of Commissioners", from Hallmark, that was published in Fire Service Magazine.

Attorney's Report

Mr. David M. Lang, Jr., County Attorney, presented the following documents, and/or addressed the following issues:

Ordinance 2013-03: Mr. Lang stated that Ordinance 2013-03, Changing speed limit on NW/NE 112th Place will be advertised for adoption at a 2:15 p.m. time certain, at the May 6, 2013, meeting.

Resolution 2013-12: Mr. Lang presented Resolution 2013-12, Expressing support of Viva Florida 500. He read the short title as follows:

RESOLUTION 2013-12

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA RECOGNIZING 2013 AS FLORIDA'S 500 YEAR ANNIVERSARY AND EXPRESSING SUPPORT OF VIVA FLORIDA 500; AND PROVIDING AN EFFECTIVE DATE

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve Resolution 2013-12. Motion carried unanimously.

Resolution 2013-13: Mr. Lang presented Resolution 2013-13, Approval of Construction and Maintenance Agreement for construction of sidewalk. He read the short title as follows:

RESOLUTION 2013-13

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA APPROVING A CONSTRUCTION AND MAINTENANCE AGREEMENT BETWEEN THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION AND THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS FOR CONSTRUCTION OF A SIDEWALK ALONG CR 307A FROM THE GILCHRIST COUNTY SENIOR CENTER TO US 129; AUTHORIZING BOARD CHAIR SHARON LANGFORD TO EXECUTE SAID AGREEMENT ON BEHALF OF THE BOARD; AND PROVIDING AN EFFECTIVE DATE

Mr. Lang presented the Construction and Maintenance Agreement, from the Florida Department of Transportation, as noted in the resolution, for the Boards' review and authorization for the Chairman to sign. FDOT will fund this project, do the actual construction, and then turn over to the County to maintain and obtain ownership.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Todd Gray, to approve Resolution 2013-13 approving the Construction and Maintenance Agreement with the FDOT, for a sidewalk along CR 307A; and to allow the Chairman to sign. Motion carried unanimously.

Clerk's Report

Mr. Todd Newton, Clerk of Court, presented the following documents, and/or addressed the following issues:

Request from Tax Collector: Mr. Newton presented a reimbursement request, from Ms. Barbara Merritt, Tax Collector, for postage fees for mailing of 2012 Year Reminder Tax Statements, in the amount of \$673.44.

Motion made by Commissioner Todd Gray, seconded by Commissioner D. Ray Harrison, Jr., to approve the postage reimbursement, in the amount of \$673.44, to the Tax Collector, for the mailing of the 2012 Year Reminder Tax Statements. Motion carried unanimously.

Medical Examiner's Contract: Mr. Newton presented, for the Boards' approval, the Sixth Amendment to the Three-Party Agreement between Gilchrist County, the University of Florida and Medical Examiner William F. Hamilton, M.D.; for medical examiner services.

Motion made by Commissioner Todd Gray, seconded by Commissioner John Thomas, to approve the Sixth Amendment to the Three-Party Agreement between Gilchrist County, the University of Florida and Medical Examiner William F. Hamilton, M.D. Motion carried unanimously.

Distribution Percentages for Local Option Fuel Tax: Mr. Newton presented, for the Boards' consideration, the following percentages currently utilized for the distribution of local option fuel tax; the Florida Department of Revenue uses the distribution percentages provided by the County to distribute the proceeds of local option fuel tax between the County and eligible Municipalities within the County. He requested direction from the Board whether to leave the percentages the same or if any changes are to be considered. Discussion took place.

Gilchrist County	85.57%
Town of Bell	1.30%
City of Fanning Springs	2.06%
City of Trenton	11.07%

Motion made by Commissioner John Thomas, seconded by Commissioner D. Ray Harrison, Jr., to leave the distribution percentages the same, for the Local Option Fuel Tax. Motion carried unanimously.

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 Todd Gray, seconded by Commissioner Kenrick Thomas, to adjourn. Motion carried unanimously.* Chairman Langford adjourned the meeting at **5:43 p.m.**

*Board of County Commissioners
Gilchrist County, Florida*

Attest:

Approved:

Todd Newton, Clerk of Court

Sharon A. Langford, Chairman