

MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD MAY 6, 2013

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, May 6, 2013**, at **2:00 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; Diane Rondolet, Code Enforcement Officer; Mitch Harrell, Fire Chief; Chris DeCubellis, Gilchrist County 4H Agent; Pat Watson, Executive Director, GC Chamber of Commerce; David Gilliam; Richard & Leslie Esseck; Jane & Ray Rauscher; Marion Poitevint; Pastor Steve Ahrens, Bethel Baptist Church; Susan Owens; Todd Sandlin and John Duncan, Ring Power; Bell HOSA Parliamentary Procedure Team, Sarah Hunter, Victoria Waldron, Ricky Bucholz, Jonathon Robinson, and Katrina Havelock, Health Academy Coordinator; and Vida Martin.

Call to Order

Chairman Sharon A. Langford called the meeting to order at 2:00 p.m.

Pastor Steve Ahrens, Bethel Baptist Church, delivered the invocation and Commissioner John Thomas, led the pledge of allegiance.

Agenda

Mr. Bobby Crosby, County Administrator, presented the following **Agenda Change**:

1. Addition: **Road Department**; CDBG Grant Amendment re: SE 79th Lane
2. Addition: **General Government**; Request from Gilchrist County 4H for out-of-town use of Van and donation of \$500

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

Consent Agenda

Approval of Minutes

Regular Meeting	March 18, 2013
Regular Meeting	April 01, 2013
Emergency Meeting	April 03, 2013
Regular Meeting	April 15, 2013

Approval of Bills

On file in Clerk's April 2013

Budget Entries

BE13-011, General Revenue, Fund 001	\$ 260.70
BE13-012, General Revenue, Fund 001	\$31,306.00
BE13-016, Capital Projects, Fund 306	\$76,142.00

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, 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:

Agenda Change

- Request from Gilchrist County 4-H: Mr. Chris DeCubellis, 4-H Agent, addressed the Board with a request to use the 4-H Van to take 4-H members to a Leadership Conference, in Washington, D.C.; and for their consideration of a donation, in the amount of \$500.00 to help with fuel expense. Discussion took place.

It was mentioned to take the funds out of General Revenue Reserve. The Board recommended that the van is serviced before the trip

Motion made by Commissioner D. Ray Harrison Jr., seconded by Commissioner John Thomas, to approve the request for use of the van and the donation of \$500 (out of GRR). Motion carried unanimously.

Road Department

- Motor Grader Demo: Mr. Todd Sandlin, Ring Power Branch Manager, Lake City Office, was present to discuss the offer of a Motor Grader Demo, for the use by the Road Department. Road Department Superintendent Billy Cannon was also present for discussion.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Todd Gray, to accept the offer a demo, the use of a Caterpillar Motor Grader from Ring Power, by the Road Department, for a two (2) week period. Motion carried unanimously.

Emergency Management

- Repetitive Loss Grant for Lynn Family: Mr. Crosby presented the revised Repetitive Loss Grant, Contract #12SL-5E-03-31-01-295, facilitating for the Lynn Family; this modification has no effect on cost to Gilchrist County funds, nor does it require any additional labor by Gilchrist County Emergency Management.

The revision of the contract reduces the builder fee line item by \$3,000 and increases the HVAC line item by \$3,000. The total amount of the grant is unchanged.

However due to the modification of the contract, it requires the Chairperson to sign the new modified contract. Discussion took place.

Motion made by Commissioner Todd Gray, seconded by Commissioner Kenrick Thomas, to allow the Chairman to sign the Repetitive Loss Grant Modification, Contract #12SL-5E-03-31-01-295, for the Lynn Family. Motion carried unanimously.

- Equipment Transfer: Mr. Crosby presented a Property Transfer, for the Boards' approval, on the transfer of equipment from EM to Hart Springs. The equipment is as follows:

ID#2699, DMB Trailers INC, Open Lawn Trailer, \$1,050

ID#1911, American, 14' Enclosed Trailer, Serial #4FPUB1420SG007791, \$3,696

Justification: Equipment has been on loan to Hart Springs for over two (2) yrs, Hart Springs has more use for the equipment

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Todd Gray, to approve the Property Transfer of the above noted equipment, from EM to Hart Springs. Motion carried unanimously.

2:15 p.m. Time Certain

- Ordinance 2013-03, Reducing Speed Limit on NW/NE 112th Place, to 30 mph: Chairman Langford read the short title as follows:

ORDINANCE 2013-03

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA; ESTABLISHING A 30-MILE-PER-HOUR SPEED LIMIT ON NW 2ND WAY; MAKING FINDINGS; PROVIDING PENALTY FOR VIOLATION; PROVIDING INSTRUCTIONS TO THE CODIFIER; AND PROVIDING AN EFFECTIVE DATE

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to approve Ordinance 2013-03. Chairman Langford called for discussion, none noted. ***Motion carried unanimously.***

County Administrator's Report continues...

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

The Board requested that the Code Enforcement Monthly Report be separated by department that is responsible for the enforcement.

Rescue

- 1st Quarter Write-Offs for EMS: Mr. Crosby presented the 2013 1st Quarter Write-Off's, for EMS, in the amount of \$46,603.53, for the Boards' approval.

Mr. Crosby was reminded to have the amount of write-off's that are actually collected to be noted on the quarterly report.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the EMS 1st Quarter Write-Off's, in the amount of \$46,603.53. Motion carried unanimously.

- ZOLL Contract: Mr. Crosby presented the Continuing Contract with ZOLL, for extended warranty on EMS Defibrillator, and requested permission to allow EMS Chief Linda Walker to sign.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner John Thomas, to approve the extended warranty on EMS Defibrillator, with ZOLL; and to allow Chief Linda Walker to sign. Motion carried unanimously.

Veterans Service Office

- Memorial Day Program Request: Mr. Crosby presented a request submitted by Mr. Jim Mash, VSO, for the use of the Gilchrist County Agriculture Complex, for this year's Memorial Day Program, to be held on May 27, 2013.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Todd Gray, to approve the use of the Gilchrist County Agriculture Complex, for this year's Memorial Day Program, to be held on May 27, 2013, as requested by Mr. Jim Mash, VSO. Motion carried unanimously.

Animal Control: Mr. Crosby presented the Animal Control Monthly Report, as submitted, for the boards' information. No action needed. Mr. Crosby stated that Ms. Tanya Rippey was unable to attend to receive award of *Appreciation of Services*, due to a prior engagement.

General Government

- SREC, Inc. Request for Appointment of Commissioner: Mr. Crosby presented a request from the SREC, Inc., that a County Commissioner is appointed to serve on Suwannee River Economic Council, Inc. Board of Directors.

Motion made by Commissioner John Thomas, seconded by Commissioner Todd Gray, to appoint Commissioner Sharon A. Langford, as the County Representative to serve on the SREC, Inc., Board of Directors. Motion carried unanimously.

Agenda Change

- CDBG Grant for SE 79th Lane: Mr. Crosby presented an amendment to the CDBG Grant, for SE 79th Lane, and requested for the Chairman to be authorized to sign.

Motion made by Commissioner John Thomas, seconded by Commissioner Todd Gray, to allow the Chairman to sign the amendment to the CDBG Grant, for SE 79th Lane. Motion carried unanimously.

FYI

For the Boards' information, Mr. Crosby presented the following:

- E911 Grant Awards: Emergency Management has received award for the 2012/13 E911 grants.
- Hart Springs: Mobile Unit at Hart Springs is now furnished and is being rented.
- NFEDP Report: Miss Diane Clifton submitted a report on the North Florida Economic Development Partnership (NFEDP) Meeting that was held on April 19, 2013.
- RFP's for Lawn Service: RFP's for Lawn Service will be advertised for.

Attorney's Report

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

Ordinance 2013-03: Changing Speed Limit on NW/NE 112th Place: Mr. Lang stated that this ordinance was presented and passed at a 2:15 p.m. time certain, during this meeting.

Roux v. Shultz: Mr. Lang presented, for the Boards' information, a letter from Brewton Plante P.A., Gilchrist County Canvassing Board Attorney, regarding Roux v. Shultz.

Mr. Lang stated that, at this point, it's a wait and see situation.

Ten Commandments Monument: Mr. Lang stated that he has done some research on the placement of a Ten Commandments Monument and requested/invited each of the Commissioners (individually) stop by his office to address areas of concern before we can proceed with this matter.

Clerk's Report

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

Consideration for Hardship: Mr. Newton presented a request for a Special Assessment Hardship Waiver, as submitted by Delores Nitzgen. He stated that Ms. Nitzgen is an elderly woman who was hospitalized and unable to get the hardship application in by the deadline; she had applied in previous years and qualified. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to approve granting the Special Assessment Hardship Waiver, for Delores Nitzgen. Motion carried unanimously.

2:30 p.m. Time Certain

- Bell HOSA Parliamentary Procedure Team: Sarah Hunter, Victoria Waldron, Ricky Bucholz, Jonathon Robinson, all members of the Bell Health Occupations Students of America, Parliamentary Procedure Team, addressed the Board requesting a donation to help with the cost of the trip to the National Convention, which will be held in Nashville, Tennessee. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to approve a donation, in the amount of \$1,500 (to come out of General Revenue Reserve) to the Bell Health Occupation Students of America Parliamentary Procedure Team, to help defray the cost of the trip to the National Convention. Motion carried unanimously.

Clerk's Report continues...

Letter to the Joint Legislative Auditing Committee: Mr. Newton presented a letter that has been generated and will be forwarded to the Joint Legislative Auditing Committee, on the response to the FY 10/11 Audit Report, regarding Finding 11-1. He requested the Boards' approval and for the Chairman to be authorized to sign. Mr. Newton read the letter for the record. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the letter to the Joint Legislative Auditing Committee and to allow the Chairman to sign. Motion carried unanimously.

Character Council of Gilchrist County: Mr. Newton presented a request from the Character Council of Gilchrist County, for additional funds, in the amount of \$200.00, to assist in defraying expenses. Discussion took place.

The Board requested that the Character Council come to the next meeting on May 20, 2013, regarding their request for an additional \$200.00.

Commissioners Reports

- Commissioner Todd Gray presented a plaque from the Character Council.
- Commissioner John Thomas asked the Board to consider creating a committee to evaluate the un-posted speed limit on graded County roads; he felt that the speed limit of 55 mph is too fast, for graded roads.

The Board approved the creation of a committee made up of Commissioner John Thomas, Sheriff Bobby Shultz, Bobby Crosby, County Administrator, David Lang, County Attorney, and Billy Cannon, Road Department Superintendent

- Commissioner Kenrick Thomas requested for Mr. Crosby, County Administrator, to get an estimate from Jacksonville Sound, for improving the sound system at the Gilchrist County Agriculture Complex.

He also addressed the issue of there being a lack of privacy at the restroom entrances at the Ag Complex; Mr. Crosby to look into that also.

Moving on...

3:15 p.m. Time Certain: Budget Hearing (Budget Adjustments)

Ms. Jacki Johnson, Finance Director, presented the following Resolutions and Budget Entries, for the Boards approval:

- Resolution 2013-14 & BE13-013: Ms. Johnson read Resolution 2013-14, for the record, as follows:

RESOLUTION 2013-14

A RESOLUTION OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS AMENDING THE GENERAL FUND BUDGET

Whereas, the Board of County Commissioners of Gilchrist County have received notification from the Soil and Water District, that an additional Conservation Technician position has been approved. Gilchrist County Board of County Commissioners manages the payroll and benefits for the Soil and Water District and will receive reimbursement, in the amount of \$30,000; the General Fund (001) is hereby amended with an increased amount of \$30,000.00.

Motion made by Commissioner John Thomas, seconded by Commissioner Todd Gray, to approve Resolution 2013-14 & BE13-013. Chairman Langford called for discussion, none noted. *Motion carried unanimously.*

- Resolution 2013-15 & BE13-014: Ms. Johnson read Resolution 2013-15, for the record, as follows:

RESOLUTION 2013-15

A RESOLUTION OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS AMENDING THE GENERAL FUND BUDGET

Whereas, the Board of County Commissioners of Gilchrist County have received notification of Florida Boating Improvement Program Grant award, in the amount of \$218,067, Federal share \$191,171 and \$26,896 State share; the General Fund (001) is hereby amended with an increased amount of \$218,067.

Ms. Johnson stated that this is for the Boating Improvement Grant, for Shingle Landing.

Motion made by Commissioner Todd Gray, seconded by Commissioner D. Ray Harrison, Jr., to approve Resolution 2013-15 & BE13-014. Chairman Langford called for discussion, none noted. *Motion carried unanimously.*

- Resolution 2013-16 & BE13-015: Ms. Johnson read Resolution 2013-16, for the record, as follows:

RESOLUTION 2013-16

A RESOLUTION OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS AMENDING THE CAPITAL OUTLAY FUND BUDGET

Whereas, the Board of County Commissioners of Gilchrist County have received bids for construction of a Records Storage Building, which exceed the original estimates and a transfer from the Capital Impact Fund will be needed, in the amount of \$76,142.00; and that the Capital Outlay Fund (301) is hereby amended with an increased amount of \$76,142.00.

Motion made by Commissioner D. Ray Harrison, Jr, seconded by Commissioner John Thomas, to approve Resolution 2013-16 & BE13-015. Chairman Langford called for discussion, none noted. *Motion carried unanimously. This concluded the Budget Hearing.*

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 John Thomas, seconded by Commissioner D. Ray Harrison, Jr., to adjourn. Motion carried unanimously.* Chairman Langford adjourned the meeting at **3:21 p.m.**

*Board of County Commissioners
Gilchrist County, Florida*

Attest:

Approved:

Todd Newton, Clerk of Court

Sharon A. Langford, Chairman