

MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD JUNE 17, 2013

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, June 17, 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 Hilliard, Administrative Assistant; John Ayers, Gilchrist County Journal; Billy Cannon, Road Department Superintendent; David Peaton, Director of Emergency Management; Laura Dedenbach, County Planner; Lee Mills, County Engineer/Mills Engineering; Wilma Mattucci, County Library Manager and Anne Caraway, Library Clerk; Pat Watson, Executive Director Gilchrist County Chamber of Commerce; McCoy Hilliard; Dave Gilliam; Marion Poitevint; Vivian Elliot; Tom Clancey; Ray & Jane Rauscher; Richard & Leslie Esseek; Tim Hasting, CFEC; Lindsey Lander, Attorney; Susan Owens; Alan Nast and Stephen Scheel, CRI; Melissa Fox, Fred Fox Enterprises; Don and Marianne Bennink; and Jean Wonser.

Call to Order

Chairman Sharon A. Langford called the meeting to order at 4:01 p.m. Commissioner John Thomas delivered the invocation and Commissioner D. Ray Harrison, Jr., led the pledge of allegiance.

Agenda

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

1. Addition: **Road Department**; Bid results and recommendation for 307A
2. Addition: **Solid Waste**; Permission for Chair to sign Solid Waste/DEP Grant application, in the amount of \$90,909.00

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

Consent Agenda

Approval of Minutes

Regular Meeting June 3, 2013

Approval of Bills

On File in Clerk's Office May 2013

Request for Payment Approval

Mills Engineering

Invoice 2012073, Resurface Townsend Cemetery Rd (NW 55th Ave) \$1,998.50
 Invoice 2013015, W/R GCR341 from GCR342 to GCR340 \$9,012.25
 Invoice 2013012, W/R GCR307A from GCR307 to US129 \$6,561.00

John C. Hipp Construction & Equipment Co., Inc.

Pay Estimate #3, GC NW 55th Avenue, May 2013 \$39,964.62

Causseaux, Hewett, & Walpole, Inc.

Invoice 201300758, Hart Springs
 Concept RV & River Home Sites, May 2013 \$3,250.00

Dixie County Sheriff's Office

Inmate Housing Invoice for May 2013 \$10,626.00

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

Public Participation

- Mr. Tim Hastings, representing Central Florida Electric Coop., addressed the Board and expressed sincere appreciation, on behalf of CFEC, for the help of Mr. Billy Cannon and the Gilchrist County Road Department, during storm restoration caused by Tropical Storm Andrea.

The Board thanked him for recognizing Gilchrist County Road Department.

County Administrator's Report

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

Agenda Change: Road Department

- Bid results and recommendation for CR 307A: Mr. Lee Mills, County Engineer/Mills Engineering, presented the bid results for the widening and resurfacing of GCR 307A and as an alternate to that bid there was the resurfacing, asphalt only, for SW 20th Street, going to the cemetery. He stated that the project budget for construction is approximately \$619,000.00; four (4) bids were received as follows:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate 1</u>	<u>Total (Base + Alt 1)</u>
Anderson Columbia Co.	\$553,348.76	\$23,722.00	\$577,070.76
Old Castle Southern Group (dba APAC Southeast Inc)	\$646,275.31	\$27,953.10	\$674,228.41
John C. Hipp Construction	\$691,016.66	\$30,160.00	\$721,176.66
V.E. Whitehurst & Sons	\$627,569.89	\$25,029.90	\$652,599.79

Mr. Mills stated that upon the Board's approval and acceptance of low bid, he will draft a contract for the County Attorney's review and asked that the Board also authorize the Chairman to sign the contract upon the County Attorney's approval.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner John Thomas, to award low bid, in the amount of \$577,070.76, to Anderson Columbia Company, for the GCR 307A and Alternate 1(SW 20th Street) Project; and to allow the Chairman to sign contract once County Engineer forwards to County Attorney for review and approval. Motion carried unanimously.

Moving on with County Administrator's Report...

- Monthly Lime Rock Report: Mr. Crosby presented the Monthly Limerock Report for May 2013, for the Boards' information.

Library

- Monthly Report: Ms. Wilma Mattucci, Library Manager, presented for the Boards' information, the Gilchrist County Public Library Activity Report, for April/May 2013.

4:15 p.m. Time Certain

- CDBG Fair Housing Workshop: Ms. Melissa Fox, Grants Compliance Manager, Fred Fox Enterprises, Inc., conducted a Community Development Block Grant Fair Housing Workshop. Ms. Fox discussed the Fair Housing Ordinance in place for Gilchrist County. Discussion took place; No Board Action necessary.

County Administrator's Report Continues...

Emergency Management

- Briefing on Tropical Storm Andrea: Emergency Management Director, David Peaton, gave a briefing on Tropical Storm Andrea as follows:

From June 6th 2013 to June 7th 2013, Gilchrist County and all surrounding counties were directly impacted by the first named storm of the 2013 Atlantic Hurricane Season. The impact of this storm was far less severe than Tropical Storm Debby, which impacted our area last year.

Mr. Peaton stated that Tropical Storm Andrea was an event that allowed all departments to exercise their emergency plans in a real world scenario. Gilchrist County residents reported no damages and no injuries. Approximately 1,600 citizens were without power for parts of the storm with power outages ranging from 10 minutes to 8 hours.

Thanks to the hard work and support of all Gilchrist County departments, partner agencies, and nonprofit agencies, we were able to keep our citizens safe and become better prepared for the next disaster.

- EMPA and EMPG Grants: Mr. Crosby presented for the Boards approval and permission for Chair to sign the EMPA Grant #14-BG-83-03-31-01-021 and the EMPG Grant #14-FG-1M-03-31-01-088. Discussion took place.

Motion made by Commissioner D Ray Harrison, Jr., seconded by Commissioner John Thomas, to approve EMPA Grant #14-BG-83-03-31-01-021 and EMPG Grant #14-FG-1M-03-31-01-088, and to allow the Chairman to sign. Motion carried unanimously.

- Request for Overnight Travel: Mr. Crosby presented a request for EM Director, David Peaton, to attend the Annual Florida Emergency Preparedness Association Mid-Year Conference in Clearwater, FL. There is no cost to attend this meeting or for any of the training courses. The only charges incurred will be for the hotel and per diem. The total cost for the hotel is approximately \$250.00. There are ample funds available in the EM department's budget for travel; this is a budgeted travel event.

Motion made by Commissioner Todd Gray, seconded by Commissioner Kenrick Thomas, to approve over night travel for EM Director, David Peaton, to attend the Annual Florida Emergency Preparedness Association Mid-Year Conference in Clearwater, FL. Motion carried unanimously.

Solid Waste

- Concrete Bids: Mr. Crosby presented the following request for bids, on concrete work to be done @ Solid Waste, for concrete pad (for use of heavy equipment @ Solid Waste main facility):

<u>COMPANY</u>	<u>BID</u>
Capps Concrete	\$6,100.00
Hughes Concrete	Not Interested In Bidding
J & D Building Inc.	\$8,300.00
Johnell Young	Did Not Call Back

It was Staff's recommendation for Capps Concrete to do concrete work @ Solid Waste Main Facility. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Todd Gray, to approve bid from Capps Concrete for concrete work to be done @ Solid Waste for concrete pad (for use of heavy equipment main facility. Motion carried unanimously.

Parks & Recreation

- Request for Reduction in Speed Limit: Mr. Crosby presented a request for the speed limit on SW 80th Way beginning at CR 344 and ending on SW 86th Way, be reduced to 30 mph. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the request to reduce the speed limit on SW 80th Way beginning at CR 344 and ending on SW 86th Way, to 30 mph. Motion carried unanimously.

- Hustler Mower for Hart Springs: Mr. Crosby requested permission to purchase a Hustler Mower, for Hart Springs, in the amount of \$10,454.40. He presented the following estimates:

State of Florida	
(Price List Contract # 760-000-10-1)	\$11,649.30
AG-Pro Companies	\$12,140.00
Byrd's Power Equip.	\$10,902.00
Mark's Repair	\$10,454.50

It is Staff's recommendation to purchase Hustler mower from Mark's Repair. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner John Thomas, to approve he purchase of a Hustler Mower, for Hart Springs, in the amount of \$10,454.40, from Mark's Repair. Motion carried unanimously.

4:30 p.m. Time Certain

- Alan Nast, CRI, Annual Financial Audit 2012: Mr. Alan Nast and Mr. Stephen Scheel, partners of Carr, Riggs and Ingram Auditing Services, addressed the Board and gave an update on the County's Annual Financial Audit Results. Informational purposes, no board action needed.

County Administrator's Report Continues...

Animal Control

- **Monthly Report:** Mr. Crosby presented for the Boards information, the Animal Control Monthly Report, as submitted by Animal Control Officer, Ericka Hudson.

General Government

- **Approval of RFQ for Legal Services:** Mr. Crosby presented a draft of the RFQ for Legal Services, for the Boards approval and permission to advertise. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Todd Gray, to approve the RFQ for Legal Services and to allow the County Administrator to advertise. Motion carried unanimously.

- **Six Month Mowing Estimate:** Mr. Crosby presented a six (6) month (April – September Mowing Season) contract with Watson Lawn Service, in the amount of **\$6,300.00**. Discussion took place.

Motion made by Commissioner Todd Gray, seconded by Commissioner D. Ray Harrison, Jr., to approve a six (6) month contract with Watson Lawn Service, in the amount of \$6,300.00; and requested to review for annual contract after six (6) months.

4:45 p.m. Time Certain

Nobles – Request for Determination of a Minor Subdivision: Ms. Laura Dedenbach, County Planner, presented the request for consideration of a family parcel as a minor subdivision, as submitted by the Nobles. She stated upon Board approval the Nobles will proceed with the final plat review and submittal requirement. Ms. Dedenbach's report was as follows:

On May 30, 2013, Mr. Nobles submitted a request for consideration as a minor subdivision to the Gilchrist County Board of County Commissioners (BOCC). As part of settling their late mother's estate, the Nobles family seeks to divide Parcel # 02-08-16-0000-0004-0010 into seven lots. Section 10.02, LDC, defines a minor subdivision as the creation of no more than five lots and one in which the lots in the subdivision do not obtain primary access from a major collector roadway (in this case, CR 340).

The Nobles are requesting to be considered a minor subdivision. They are creating seven lots, of which only two lots will have driveway access on CR 340. The proposed subdivision meets all of the other requirements of a minor subdivision.

The proposed lot sizes are consistent with the A-2 land use category, which requires a minimum lot size of five acres.

If the BOCC approves this request for consideration as a minor subdivision, the Nobles will proceed with the final plat review and submittal requirements found in Section 10.07.08 and 10.08.04, LDC. All other relevant requirements of the Comprehensive Plan and Land Development Code shall be met. The BOCC will have final approval of the minor subdivision.

It is Ms. Dedenbach's recommendation that the BOCC approve the Nobles' request for consideration as a minor subdivision. Discussion took place.

Motion made by Commissioner Todd Gray, seconded by Commissioner John Thomas to approve the Nobles' request to divide Parcel # 02-08-16-0000-0004-0010 into seven lots and be considered a Minor Subdivision, based on Staff's recommendation. Motion carried unanimously.

County Administrator's Report Continues...

- **R.A.D. (Rape Aggression Defense)**: Mr. Crosby presented a request from Officer Ray Trembly, for the use of Otter Springs Spring House, for training at no cost, one night per month, for Levy, Gilchrist, and Dixie County area for free self defense classes (Rape Aggression Defense). Discussion took place.

Motion made by Commissioner John Thomas, seconded by Commissioner Todd Gray, to approve the request for use of the Otter Springs Spring House, at a reduced rate of \$25 for Non-Profit Organizations, as stated in the County Policies, for self defense classes (Rape Aggression Defense) one night per month for a no cost training course, for the Levy, Gilchrist, and Dixie County areas. Motion carried unanimously.

Agenda Change: Solid Waste

- **DEP Grant Application**: Mr. Crosby requested permission from the Board to allow the Chairman to sign the Solid Waste DEP Grant application, in the amount of \$90,909.00. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the DEP Grant Application and to allow the Chairman to sign, in the amount of \$90,909.00, for Solid Waste. Motion carried unanimously.

5:00 p.m. Time Certain

- **Transmittal Hearing for CPA 2013-01**: Ms. Dedenbach presented a request to amend the Future Land Use Map designation on approximately 203 acres **from Agriculture-1 to Agriculture-2** located at 500 S US Highway 129 and in the 200 block of SW 22nd Court; Tax Parcel# 31-08-15-0000-0006-0000; 31-08-15-0000-0008-0010; 31-08-15-0000-0008-0000.

Ms. Dedenbach stated that the three subject parcels are part of an intensive agriculture operation, as defined by Policy I.2.2.1, Future Land Use Element.

Intensive agriculture operations, in this case – the dairy, are not allowed in the A-1 land use category. Intensive agriculture operations are allowed by special use permit in the A-2 land use category. The special use permit, SUP 2013-02, approved for North Florida Holsteins included a condition that these three parcels would be included in the special use permit contingent upon approval of this Future Land Use Map Amendment.

Ms. Dedenbach recommended approval of the request by Gregory V. Beauchamp, agent for North Florida Holsteins, LC, owner, to amend the Future Land Use Map designation on approximately 203 acres from Agriculture-1 to Agriculture-2 located at 500 S US Highway 129 and in the 200 block of SW 22nd Court [Tax Parcel # 31-08-15-0000-0006-0000; 31-08-15-0000-0008-0010; 31-08-15-0000-0008-0000] based upon the following findings:

- 1) The proposed amendment is consistent with goals, objectives, and policies of the Gilchrist County Comprehensive Plan, including the rural area policies of the Future Land Use Element
- 2) As the permitted uses in the A-2 category are less or the same in intensity as those in the A-1 category, there are no anticipated reductions in the level of service as a result of this amendment.

Discussion took place.

Motion made by Commissioner Todd Gray, seconded by Commissioner John Thomas, to approve transmitting the rezoning of the three (3) parcels (as noted) from A-1 to A-2 to the State, with the buffer conditions and discing requirements. Chairman Langford called for roll call...motion carried unanimously.

Mr. David Lang, County Attorney, addressed the issue of the buffer category that had been added in to the Final Order. Ms. Dedenbach had recommended a 25' buffer and Type 'C' Vegetation; Mr. Bennink requested a change to 10' buffer and Type 'D' Vegetation.

Ms. Dedenbach recommended the use of a 10' buffer and Type 'D' Vegetation on CR 232 & SR 129.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner John Thomas, to approve the 10' buffer and Type 'D' Vegetation on CR 232 & SR 129. Motion carried unanimously.

County Administrator's Report Continues...

FYI

- **Sabal Trail Transmissions:** Mr. Crosby presented the most recent information received on the Sabal Trail Transmission, for the Boards' information.

- CDBG Project: Mr. Crosby stated that the initial monitoring is completed and expects to begin next phase shortly.

Attorney's Report

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

For informational purposes only, Mr. Lang presented an update on the following issues:

1. Roux vs. Shultz: Mr. Lang presented a letter for Canvassing Board, copy of Appellee Notice to Court and copy of Statement for Services, from attorney dated June 4, 2013
2. Proposed Modification of Lease: Mr. Lang stated that the Suwannee River Water Management District proposed Sublease Agreement was completed and had been distributed to staff for review and comment; following review will forward to attorney for ForVets, Inc. for approval to send to Suwannee River Water Management District.
3. Ordinance Number 2013-04: Mr. Lang stated that Ordinance 2013-04, speed limit change on SW 80th Street has been prepared and sent for advertising for July 1, 2013 meeting.

Clerk's Report

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

Fuels Cost Recap: Mr. Newton presented for the Boards' information, a Fuel Cost Recap (per gallon) on Unleaded Gas and Diesel Fuel.

Budget Recap: Mr. Newton presented for the Boards' information, a Budget Recap for Fiscal Year 2013, Period Ending June 10, 2013.

Mr. Newton and Ms. Jacki Johnson, Finance Director asked the Board to be prepared for Budget Workshops; dates and time to be determined.

Retirement Comparison: Mr. Newton presented for the Boards' information, the Estimated Impact of Retirement (FRS) Rate Increases. Discussion took place; no Board action needed.

Credit Card Limits: Mr. Newton presented a request to increase the credit card limits for all departments to \$2,000 and \$5,000 for the County Administrator. Discussion took place.

Ms. Johnson explained the current procedures being utilized for credit card purchases.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approved the requested credit card limits of \$2,000 for departments and \$5,000 for the County Administrator. Motion carried unanimously.

Notice of Unsafe Building/Structure: Mr. Newton presented, for the Boards' information, a notice from the City of Trenton, on the SCR Trust Property (Old Colts Gas Station). The City of Trenton has proposed having the canopy demolished and the section on the east side of the building taken down. He stated that the timing for this to take place is about the same time that the County takes possession of the property.

Loan for Ambulance: Mr. Newton requests the Boards' approval to seek proposals from local banks for a fixed interest rate on 3 year loan, in the amount of \$159,160.00, for the ambulance that has been purchased. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Todd Gray to approve the request for bids to be sent out to the four (4) local banks for financing the ambulance that has been purchased, for a fixed interest rate on 3 year loan, in the amount of \$159,160.00. Motion carried unanimously.

Requesting Payment Approval: Mr. Newton presented an invoice from Brewton Plante, P.A., for Professional Services re Roux v. Gilchrist County Canvassing Board \$1,160.00.

Motion made by Commissioner Todd Gray, seconded by Commissioner John Thomas to approve invoice for payment to Brewton Plante, P.A. for Professional Services re Roux v. Gilchrist County Canvassing Board, in the amount of \$1,160.00. Motion carried unanimously.

Medical Examiners Agreement: Mr. Newton requested the Boards' approval and Chairman's signature on the Seventh Amendment to the Medical Examiners Agreement.

Motion made by Commissioner Todd Gray, seconded by Commissioner John Thomas, to approve the Seventh Amendment to the Medical Examiners Agreement and to allow the Chairman to sign. 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 D. Ray Harrison, Jr., seconded by Commissioner John Thomas, to adjourn. Motion carried unanimously.*** Chairman Langford adjourned the meeting at **6:31 p.m.**

*Board of County Commissioners
Gilchrist County, Florida*

Attest:

Approved:

Todd Newton, Clerk of Court

Sharon A. Langford, Chairman