

MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD DECEMBER 2, 2013

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, December 2, 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</i>
<i>District II</i>	<i>Commissioner D. Ray Harrison, Jr., Chairman</i>
<i>District III</i>	<i>Commissioner Todd Gray, Vice Chairman</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; Diane Rondolet, Code Enforcement Officer; David Peaton, Director of Emergency Management; Pat Fischer, Solid Waste Superintendent; Billy Cannon, Road Department Superintendent; Mitch Harrell, EOC Chief; Mitchell Gentry, Hart Springs Manager; Sheriff Bobby Schultz, GCSO; Jordan Green, Brian Dilbert and Greg Evans, FDOT; Phil Bishop, NFPS; Kyle Stone, Trenton Quarterback Club; Ray Reissener, D & L Construction, LLC; Jean Sails; Tracy DeCubellis, Melanie Anderson and Dr. Barry Hummel, Tobacco Prevention Network of Florida; Marion Poitevint; Katherine LaBarca; Diane Clifton, Friends of the Library; and Charlie Perez.

Call to Order

Chairman D. Ray Harrison, Jr., called the meeting to order at 2:01 p.m.

Commissioner John Thomas delivered the invocation and Commissioner Todd Gray, lead the pledge of allegiance.

Agenda

Mr. Bobby Crosby, County Administrator, presented the following agenda change:

1. Addition: Linda Walker Settlement
2. Addition: Budget Amendment for paving driveway at Solid Waste SR47 Facility
3. Addition: Bid Award for Video Surveillance for EOC

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

Consent Agenda

- BOCC **approved** the Consent Agenda, as presented, with one change, ~~removing~~ minutes from Budget Workshop, July 23,2013 (for corrections to be made):

Approval of Minutes

Budget Workshop July 09, 2013
~~Budget Workshop July 23, 2013~~
 Regular Meeting October 07, 2013

Approval of Bills

On file in Clerk’s Office November 2013

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner John Thomas, to approve the Consent Agenda, as presented, with noted change. Motion carried unanimously.

Public Participation

- Dr. Hummel from Tobacco Partnership presented additional information on E-Cigs and requested that the board consider addressing prior to the Legislature’s decision

2:15 p.m. Time Certain

- Florida Department of Transportation: Greg Evans, FDOT District 2 Secretary, informed the Board that there is \$900 million in projects in District 2; and Jordan Green presented the 5 Year Tentative Work Plan and spoke about SR 26. Informational purposes only; no Board Action taken.

Public Participation

- Phil Bishop, North Florida Professional Services, spoke on behalf of Tom Sturgeon, Ellie Ray’s and Economic Development and requested the Boards’ consideration to support a CDBG Grant Application for pavement of NE 100th Street from US 129 to End of Road.

The Board directed Mr. Bishop to meet with Mr. Crosby and Mr. Lang to make arrangements for a presentation at the next meeting, for their consideration.

- Kyle Stone, representing Trenton Quarterback Club, requested the Boards’ consideration for a donation of \$2,000.00 to help with travel expenses to Orlando for State Championship Game. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve a \$2,000.00 donation to the Trenton Quarterback Club to help with travel expenses to the State Championship Game in Orlando.

- Diane Clifton, Friends of Library, spoke about placing the County Seal in a Statewide Time Capsule “*Representing Life in 2013*”; BOCC **approved** putting the County Seal in the Time Capsule

County Administrator’s Report

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

Road Department

- VFW: Mr. Crosby presented the request for a donation of two (2) loads of limerock for VFW driveway. Discussion took place.

Motion made by Commissioner John Thomas, seconded by Commissioner Kenrick Thomas, to approve the donation of two (2) loads of limerock to the VFW. Motion carried unanimously.

- FFA Soil Judging Contest: Mr. Crosby presented a request from the FFA Soil Judging Team asking if the Road Department could dig holes for a soil judging contest. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to allow the Road Department to dig holes for soil judging contest as requested. Motion carried unanimously.

Code Enforcement

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

Fire

- Breathing Apparatus: Mr. Crosby presented a request to purchase Breathing Apparatus Cylinder’s, from Municipal Equipment, in the amount of \$4,689.00. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas to approve the purchase of breathing apparatus cylinders from Municipal Equipment, in the amount of \$4,689.00. Motion carried unanimously.

- Equipment for ISO: Mr. Crosby presented a request to purchase equipment for ISO review, from Municipal Equipment, in the amount of \$13,540.40. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Todd Gray, to approve the purchase of equipment for ISO review, from Municipal Equipment, in the amount of \$13,540.40. Motion carried unanimously.

- Piggyback Lake County Contract: Mr. Crosby requested the Boards' approval to piggyback off of Lake County's Contract in order to purchase Fire Equipment & Supplies, from Municipal Equipment Company, LLC. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Todd Gray to approve the request to piggy-back on Lake County Contract for the purchase of Fire Equipment from Municipal Equipment Company. Discussion took place.

Mr. Lang, County Attorney, stated that there is not a specific ordinance in place to do so; allowing the County to 'piggy-back' off of another County's contract. He suggested amending the County code to allow it.

Mr. Lang stated that it would be proper, at this time, to approve use of Lake County Contract, but he will work on ordinance to amend the County's policy. Chairman Harrison then called for a vote... ***Motion carried unanimously.***

EMS

- Toughbook Computers: Mr. Crosby requested permission to purchase four (4) Toughbook Computers, with extended warranty, off of Office State Contract B27172 250-WSCA-10-ACS, in the amount of \$14,463.28, for the EMS Department. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Kenrick Thomas, to approve the purchase of four (4) Toughbook Computers, with extended warranty, off of Office State Contract B27172 250-WSCA-10-ACS, in the amount of \$14,463.28, for the EMS Department. Motion carried unanimously.

Animal Control

- Overnight Travel: Mr. Crosby requested permission for overnight travel, for both Animal Control Officers to attend Chemical Immobilization Course on December 13th and 14th; cost will be approximately \$400.00, plus per diem.

Motion made by Commissioner Todd Gray, seconded by Commissioner John Thomas, to approve overnight travel for both Animal Control Officers, at a cost of \$400.00, plus per diem. Motion carried unanimously.

Parks & Recreation

- Hart Springs Dock: Mr. Mitchell Gentry, Hart Springs Manager, brought back and presented a proposed plan for improving the dock at Hart Springs; estimated cost including engineering \$30,000.00. Discussion took place.

Motion made by Commissioner Todd Gray, seconded by Commissioner John Thomas, to approve the proposed plan for improving the dock at Hart Springs, as presented. Motion carried unanimously.

- Log Landing BID Results: Mr. Crosby presented the bid results for the Log Landing Boat ramp Project as Follows:

Construct Co, Inc.	\$400,020.15
Florida Fill & Grading	\$441,227.00
D & L Contracting	\$319,192.69

Mr. Crosby recommended the project to be awarded to low bidder D & L Contracting, in the amount of \$319,192.69. Mr. Crosby informed the Board that the grant amount for this project is \$313,300.00 and that this project will cost \$342,000.00 leaving the Board responsible for the difference of \$28-30,000.00 to cover the difference. He stated that there are funds in the Boating Improvement Fund at this time but whether there will be sufficient funds to cover this difference once Shingle Landing Boat Ramp project is the issue.

Ms. Jacki Johnson, Finance Director, stated that we should have some sort of direction come the first meeting in January. Discussion took place.

Motion made by Commissioner John Thomas, seconded by Commissioner Todd Gray, to approve D & L Contracting bid, in the amount of \$319,192.69, for the Log Landing Boat Ramp Project. Motion carried unanimously.

Solid Waste

- Bids Results for Paving of Drive Way Area at the Transfer Station: Mr. Crosby presented the bid results for paving the Drive Areas at the Gilchrist County Transfer Station. It was Staff's recommendation to award the low bid, in the amount of \$48,590.00, to John C Hipp Construction Equipment Co., Inc. Discussion took place.

Motion made by Commissioner Todd Gray, seconded by Commissioner John Thomas, to approve the paving of the Drive Areas at the Gilchrist County Transfer Station, to John C Hipp Construction Equipment Co., Inc., with the low bid of \$48,590.00. Motion carried unanimously.

General Government

- Guardian Ad Litem Services: Mr. Crosby requested the Boards' approval of the contract between Gilchrist/Levy County, for Shared Costs for Guardian Ad Litem Services. He stated that the contract has been reviewed by the County Attorney.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Todd Gray, to approve the contract between Gilchrist/Levy County, for Shared Costs, for Guardian Ad Litem Services.

- County Life Insurance Policies: Mr. Crosby addressed the issue of the County Life Insurance Policies. Mr. Newton also addressed this issue. Discussion took place.

Motion made by Commissioner John Thomas, seconded by Commissioner Todd Gray, to approve Self Insuring, through the County, the 27 Retirees that are currently on our Group Life Insurance. Motion carried unanimously.

Motion made by Commissioner John Thomas, seconded by Commissioner Sharon A. Langford, to approve changing the future retirement benefits to be offered for one year after retirement; with the change to be made to County Policy reflecting such. Motion carried unanimously.

- Request for Payment Approval: Mr. Crosby presented a request, for approval of payment to Luke McInnis, for Records Storage Building, in the amount of \$74,915.10. Discussion took place.

Motion made by Commissioner Todd Gray, seconded by Commissioner Kenrick Thomas, to approve the payment request to McInnis Services, in the amount of \$74,915.10, for the Records Storage Building Project. Motion carried unanimously.

County Administrator's Agenda Changes

General Government

- Linda Walker Settlement: Mr. Crosby presented the Settlement Agreement between the County and Linda Walker. He addressed the following changings...

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#6 Change ~~College~~ to County

#4 on Settlement Draft Dated 11/20/2013

#4 Change ~~100%~~ to 150%

In addition, Ms. Walker asked for three things; 1) that the settlement package be paid to her in the first pay period of January 2014; 2) that that County provide her with a *Letter of Recommendation* for future job applications; and 3) on the first page of the Settlement Agreement, the "Released Parties" to exclude the Gilchrist County Sheriff's Office.

Another thing Ms. Walker asked for was to be paid for any donated time that is left.

Motion made by Commissioner John Thomas, seconded by Commissioner Kenrick Thomas to approve the FINAL contract with all noted changes on Linda Walker's Settlement Agreement. Motion carried unanimously.

Solid Waste

- BE14-009: Mr. Crosby presented BE14-009, for the paving of the Drive Way at the Solid Waste Transfer Station, in the amount of \$28,780.00.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve BE14-009. Motion carried unanimously.

EOC

- Bid Results for Video Surveillance System: Mr. Crosby presented the bid results for the Comprehensive Video Surveillance System at the EOC as follows:

Crime Prevention Security Systems	\$25,400.00
Integrated Systems of Florida, Inc.	\$21,233.00
Montgomery Technology Systems	\$19,360.00
WW Gay Fire & Integrated Systems	\$9,999.00
CAM Connections Inc.	\$9,092.88

It was Staff's recommendation that CAM Connections Inc., be awarded as lower bidder, in the amount of \$9,092.88. Discussion took place.

Motion made by Commissioner Todd Gray, seconded by Commissioner John Thomas to approve CAM Connections, Inc., for Video Surveillance System at EOC, in the amount of \$9,092.88. Motion carried unanimously.

FYI

- Mr. Crosby stated for the Boards' information, that Cannon Farm was listed in the National Register of Historic Places.

Attorney's Report

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

Public Safety Coordinating Council: Mr. Lang stated that it was brought to his attention whether there was an active Public Safety Coordinating Council, which is required by Florida Statue. He stated through his research there was once an active committee but hasn't been active in a while. Discussion took place.

The Board requested that the Clerk, Attorney, and County Administrator meet to coordinate a Public Safety Council meeting; PSCC needs to start meeting on an Annual Basis.

ForVets – RFP: Mr. Lang advised that an RFP should be prepared for the Management of Otter Springs.

The Board agreed that an RFP to manage Otter Springs would need to be advertised; and asked Mr. Crosby, Mr. Lang and Mr. Newton to bring back for consideration.

Clerk's Report

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

Budget Recap: Mr. Newton presented a Budget Recap for Period Ending September 30, 2013 and Period Ending November 26, 2013, for the Boards' information.

Investment Report as of November 26, 2013: For the Boards' information, Mr. Newton presented the Investment Report as of November 26, 2013.

FSASE Canvassing Board Workshop: Mr. Newton provided information on the FSASE Canvassing Board Workshop to be held in January 2014.

318 Summary Report - Quarter 0713 to 0913: Mr. Newton presented, for the Boards' information, the 318 Summary Report for the third quarter.

Reschedule Mid-Month Meeting in January: Mr. Newton addressed the issue of the need to reschedule the mid-moth meeting in January, due to the third Monday falling on January 20, 2013 - Martin Luther King, Jr. Day; the Courthouse and County Department will be CLOSED.

The Board agreed to reschedule the January mid-month to THURSDAY, January 23rd at 4:00 p.m.

Commissioners Reports

- Commissioner John Thomas informed the Board that the Pipeline meeting will be held at the Bell Cafeteria on December 5th at 5:00 p.m.
- Commissioner Sharon A. Langford requested an update on CDBG Grant
- Commissioner Kenrick Thomas reminded the Commissioners about the Bell Christmas parade; meet at Capital City Bank at 1:00 p.m.

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 Kenrick Thomas, seconded by Commissioner Todd Gray, to adjourn. Motion carried unanimously.* Chairman Langford adjourned the meeting at **4:30 p.m.**

*Board of County Commissioners
Gilchrist County, Florida*

Attest:
Todd Newton, Clerk of Court

Approved:
D. Ray Harrison, Jr., Chairman