

## **MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD MARCH 3, 2014**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, March 3, 2014**, 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; Billy Cannon, Road Department Superintendent; Mitch Harrell, EOC Chief; Tom Sturgeon, Ellie Ray's; Pastor Ron Black, Pricilla Baptist Church; Phil Bishop and Megan carter, NFPS; Marion Poitevint; Katherine LaBarca; Jean Sails; Carl & Geneva Cornwell, Character Council; Richard & Leslie Esseek; Frances Terry and Matt Pearson, SREC, Inc.; Charlie Perez; Diane Clifton; and Amanda Gettz, State Representative Keith Perry's Office.

### **Call to Order**

Chairman D. Ray Harrison, Jr., called the meeting to order at 2:01 p.m. Pastor Ron Black, Priscilla Baptist Church, delivered the invocation and Commissioner Todd Gray, lead the pledge of allegiance.

### **Agenda**

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

1. Omit: Remove 2:45 p.m. Time Certain

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

### **Consent Agenda**

- **BOCC approved** the Consent Agenda, as presented:

**Budget Entries**

BE14-012, Capital Impact, Fund 306 .....	\$113,440.00
BE14-013, Capital Projects, Fund 301 .....	\$83,688.00
BE14-014, General Revenue, Fund 001 .....	\$4,785.00

**Approval of Bills**

On file in Clerk's Office ..... February 2014

**Request for Payment Approval**

Dixie County Sheriff s Office	
Inmate Housing Invoice, September 2013 .....	\$17,316.00
Inmate Housing Invoice, November 2013 .....	\$15,799.00
Inmate Housing Invoice, December 2013 .....	\$13,394.00

*Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Todd Gray, 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:

**SHIP**

Ms. Frances Terry, Executive Director for Suwannee River Economic Council, Inc., addressed the Board and thanked them for their support and cooperation with SREC. She also announced her retirement from SREC, Inc., effective March 31, 2014 and that Mr. Matt Pearson will be the new Executive Director.

Mr. Crosby then presented, for the Boards' approval, three (3) SHIP Loan Applications, for the following: Maudine Douglas, \$16,616.00; Lessie McGee, \$7,649.00; Janet White, \$38,682.00. He recommended approval based on the presentation made by Mr. Matt Pearson, SHIP Administrator.

*Motion made by Commissioner Todd Gray, seconded by Commissioner Kenrick Thomas to approve the SHIP Loan Applications for Maudine Douglas, \$16,616.00, Lessie McGee, \$7,649.00, and Janet White, \$38,682.00, based on the recommendation of Staff. Motion carried unanimously.*

Mr. Crosby presented, for the Boards' approval, the SHIP Local Housing Assistance Plan (LHAP) and requested that the County Attorney proceed with a resolution modifying the Local Housing Assistance Program (LHAP) to include the following changes:

1. Adding Suwannee River Economic Council, Inc. as SHIP Administrator.
2. Increase the purchase price limit to \$160,000.00
3. Revise Green Initiative Standards.
4. Remove necessity for SHIP Loan Committee.
5. Revising applicant contributions to include home inspections and removing 600 collective Beacon score requirement.
6. Revising Repayment of SHIP Lien Terms.
7. Removing Moderate income categories from Owner Occupied Rehabilitation.
8. Increasing Emergency Repairs to \$7,500.00
9. Removing Low and Moderate income categories from Emergency Repairs.
10. Add Owner-occupied Rehabilitation to exceptions for contribution requirements.
11. Include income award levels and cap maximum down payment award level at 50% of purchase price.

Mr. Pearson and Mr. Crosby both agreed that it is in the best interest of the Board of County Commissioners of Gilchrist County to modify the Local Housing Assistance Program (LHAP). Discussion took place.

***Motion made by Commissioner Todd Gray, seconded by Commissioner Sharon A. Langford, to approve the SHIP Local Housing Assistance Program (LHAP), as presented with noted modifications; and to direct the County Attorney to prepare resolution modifying the Local Housing Assistance Program (LHAP) to include the noted changes. Motion carried unanimously.***

### **2:15 p.m. Time Certain**

- **Character Council:** Ms. Geneva Cornwell, Gilchrist County Character Council, addressed the Board and thanked them for their support over the years. She also distributed a history packet that the council has put together sharing the journey of the councils initiatives and accomplishments throughout the County over the past thirteen years.

### **County Administrator's Report Continues**

#### **Road Department**

- **Disposition Request:** Mr. Crosby presented a Disposition Request to surplus a 1991 Ford flatbed, with the justification to cannibalize.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to approve the Disposition Request to surplus the 1991 Ford, as presented. Motion carried unanimously.***

- **Scrap Metal:** For informational purposes, Mr. Crosby stated that the revenue received for scrap metal sold was in the amount of \$3,697.00.

### Code Enforcement

- Monthly Report: Mr. Crosby presented the Monthly Code Enforcement Report, for the Boards' information.

### Emergency Management

- Annual Travel Events: Mr. Crosby presented a request for approval of Annual Travel Events, for Director of Emergency Management, David Peaton. The events are as follows:
  - FEPA Annual Meeting (EMPA scope of work)
  - Governor's Hurricane Conference (EMPA scope of work)
  - FEPA Midyear (EMPA scope of work)
  - Current Issues in Emergency Management (EMPA scope of work)
  - COOP/COG workshop (completely funded by State)
  - National Hurricane Conference (Only when held in Florida)
  - Various State DEM approved professional training events (Necessary to continue professional education and training)

All the above travel, including per diem, is funded using the EMPA Grant, with the exception of the COOP/COG workshop, which is 100% funded by the state and does not require any initial cost to the County.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to approve David Peaton, Director of Emergency Management, to attend the Annual Travel Events as presented. Motion carried unanimously.***

### Veteran Services

- Travel Request: Mr. Crosby presented a request asking permission for Jim Mash, VSO, to attend the Annual CVSVO Training Conference, in Safety Harbor, FL.; cost of training not to exceed \$1,000.00. It was also requested to allow Mr. Mash to take his personal vehicle.

***Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Kenrick Thomas, to approve overnight travel for Jim Mash, VSO, to attend the Annual CVSVO Training Conference and to use his personal vehicle and be paid mileage to conference. Motion carried unanimously.***

### General Government

- Mr. Crosby gave an update on Chris Gibson, from FPL Energy Services; informational purposes only.
- Wilkerson House: Mr. Crosby informed the Board that if the Wilkerson House is to be demolished an asbestos study will need to be done; cost of approximate cost \$1,000.00. Discussion took place.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Todd Gray, to approve an asbestos study on the Wilkerson House; cost NOT to exceed \$1,000.00. Motion carried unanimously.***

- **BOCC Building Roof Repair**: Mr. Crosby requested permission to be allowed to move forward with obtaining a cost for correcting the design issue (roof problems) on the BOCC Meeting Facility Building. Discussion took place.

***Motion made by Commissioner Todd Gray, seconded by Commissioner Kenrick Thomas, to allow Staff to move forward seeking an engineer and obtain proposals for a design on repairs to the BOCC Building. Motion carried unanimously.***

### **2:30 p.m. Time Certain**

**CDBG Fair Housing Public Workshop**: Megan Carter, North Florida Professional Services, conducted the CDBG Fair Housing Public Workshop, allowing any further questions or comments, as a final step, in the application process, for the CDBG Grant project, *The Consideration for the Paving of NW 110<sup>th</sup> Street*. Ms. Carter presented a resolution for the Boards approval, as part of the application process, as well. Mr. Lang, County Attorney, read the resolution as described as follows:

Resolution 2014-06, Authorizing County Administrator to Obtain FFY2013 CDBG Grant Funding for Economic Development; whereas, the County Commission of Gilchrist County, Florida, the "Governing Body" of said County, is greatly interested in providing additional jobs and improved transportation facilities to the residents of Gilchrist County, Florida; and whereas, the said Commission has received a *Letter of Commitment* from TRS Holdings, LLC d/b/a Ellie Ray's RV Resort & Lounge, the "Participating Party"; in which the Participating Party commits to create and maintain at least eight (8) new jobs in consideration for the paving of NW 110<sup>th</sup> Street; and whereas, the said Commission desires that a grant application be filed to obtain funds for the aforesaid street paving through the Small Cities Community Development Block Grant; now, therefore, the premises considered, be it resolved by the county commission of Gilchrist County, Florida:

1. The foregoing "Whereas" paragraphs are determined to be legislative findings of fact by said Commission.
2. The County Administrator of said County is hereby designated as "Project Manager" and, as Project Manager, is granted the authority to apply for and administer a grant on behalf of the said Commission, as applicant, from the Small Cities Community Development Block Grant, for street paving at the aforesaid place or location, to the Florida Department of Economic Development.

Discussion took place.

***Motion made by Commissioner John Thomas, seconded by Commissioner Todd Gray, to approve Resolution 2014-06, allowing the County Administrator to apply for and advertise CDBG Grant Application, on behalf of the County. Motion carried unanimously.***

*This concluded the CDBG Fair Housing Public Workshop.*

### **Attorney's Report**

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

Request for Proposals: Mr. Lang requested approval of the Request for Proposals for Management and Operation of Otter Springs Park and Campground and to place advertisement. Discussion took place.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve RFP for the Management and Operation of Otter Springs Park and Campground and to place advertisement. Motion carried unanimously.***

Code Enforcement Amendment to Interlocal Agreement: Mr. Lang presented for approval the proposed amendment to the Interlocal Agreement with the City of Trenton, Fanning Springs and the Town of Bell for a Code Enforcement Hearing Officer. Discussion took place.

***Motion made by Commissioner Sharon A. Langford, seconded by Commissioner John Thomas, to approve the amendment to Interlocal Agreement with the City of Trenton, Fanning Springs and the Town of Bell for a Code Enforcement Hearing Officer. Motion carried unanimously.***

### **Clerk's Report**

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

OPEB Actuarial Valuation for 2013: Mr. Newton presented for the Boards approval the quote for OPEB Actuarial Valuation for 2013; continuing with Roman Blichar, ASA, \$4,100.00.

***Motion made by Commissioner John Thomas, seconded by Commissioner Kenrick Thomas, to approve the proposal to use Roman Blichar, for 2013 OPEB Valuation. Motion carried unanimously.***

318 Quarterly Summary Report: Mr. Newton presented for the Boards' information, the 318 Quarterly Summary Report, for 10/13 to 12/13.

Mr. Newton asked the Board to consider any thoughts for the FY 14/15 budget and to bring back any suggestions for consideration during the budgeting process.

### **3:00 p.m. Time Certain Budget Hearing**

Resolution 2014-04 & BE14-010: Mr. Newton presented Resolution 2014-04 & BE14-010, for the Boards' approval, as follows:

Resolution 2014-04; a resolution of the Gilchrist County Board of County Commissioners amending the Capital Outlay Project Fund Budget; whereas, the Gilchrist County Board of County Commissioners approved the construction of the Records Storage Building in a previous fiscal year and additional funding from the Capital Impact Fund was necessary to complete the project, the amount not to exceed \$113,440.00; the additional amount was not included in the Fiscal Year 2013-2014 Capital Projects Fund budget; the Capital Projects Fund (301) is hereby amended with an increased amount of \$113,440.00.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to approve Resolution 2014-04 & BE14-10. Motion carried unanimously.***

Resolution 2014-05 & BE14-011: Mr. Newton presented Resolution 2014-05 & BE14-011, for the Boards' approval, as follows:

Resolution 2014-05; a resolution of the Gilchrist County Board of County Commissioners amending the General Fund Budget; whereas, the Florida Department of Transportation has agreed to reimburse Gilchrist County for the bridge repair and rehabilitation of CR340 over Rock Bluff Bridge, the amount not to exceed \$1,216,316.00; the amount of the agreement was not included in the Fiscal Year 2013-2014 General Revenue Fund budget; the General Revenue Fund (001) is hereby amended with an increased amount of \$1,216,316.00.

***Motion made by Commissioner Sharon A. Langford, seconded by Commissioner John Thomas, to approve Resolution 2014-05 & BE14-011. Motion carried unanimously.***

### **Commissioners Reports**

Commissioner Kenrick Thomas requested for the County Administrator, Bobby Crosby, to bring back a list of all current road projects.

**Old Business**: None noted.

**New Business**: None noted.

**Public Participation**: None noted.

### **3:30 p.m. Time Certain**

Workshop – “Dedicating” County Buildings: Chairman Harrison led the workshop. An additional handout of the Gilchrist County Policy and Procedure concerning the procedures for "dedicating" buildings, in Gilchrist County (county owned buildings and facilities).

Ms. Michelle Walker-Crawford was present to share history of the Gilchrist County Rodeo Arena, now the Gilchrist County Agriculture Complex. Discussion took place.

The Board **requested** consideration of a plaque honoring these citizens (Murph Everett, Sue Suggs, Tim Floyd and Darrell Williams) for their contributions to the arena and Gilchrist County

and to move forward with ideas for location and guidelines of “Wall of Fame”, at the April 7<sup>th</sup> Meeting.

*This concluded the workshop.*

***Adjourn:*** With there being no further business... a ***Motion was made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to adjourn. Motion carried unanimously.*** Chairman Harrison adjourned the meeting at **3:56 p.m.**

*Board of County Commissioners  
Gilchrist County, Florida*

***Attest:***

\_\_\_\_\_  
***Todd Newton, Clerk of Court***

***Approved:***

\_\_\_\_\_  
***D. Ray Harrison, Jr., Chairman***