

MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD JULY 7, 2014

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, July 7, 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; Wesley Robert, Finance/Deputy Clerk; David Lang, County Attorney; Bobby Crosby, County Administrator; Terri Hilliard, Administrative Assistant; Carrie Mizell, Gilchrist County Journal; Billy Cannon, Road Department Superintendent; Chief Mitch Harrell, GC Fire/EMS; Diane Rondolet, Code Enforcement Officer; Sheriff Bobby Schultz; David Padot; Roger Pittman; Time Rutherford and Staff, Florida Department of Agriculture; Anne Caraway, Manager Trenton Library; Dale Collum, Three Rivers Regional Library; Alan Nast, CRI; Marion Poitevint; Katherine LaBarca; Diane Clifton, GCEDAC; Rev. Daniel Howard, Mt. Pleasant Baptist Church; Kevin Gray and Bill Cannon, Flagler Construction Equipment Company; Ray Rauscher; Cheryl Nekola, Mayor Fanning Springs; Leslie Sapp; and Dave Gilliam.

Call to Order

Chairman D. Ray Harrison, Jr., called the meeting to order at 2:02 p.m. Reverend Daniel Howard, Mt. Pleasant Baptist Church delivered the invocation and Mr. Bobby Crosby, County Administrator led the pledge of allegiance.

Agenda

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

1. Addition: General Government; Request from Norm Conti, on behalf of Gilchrist County Food Pantry, regarding donated Van.

Mr. Todd Newton, Clerk of Court, presented the following agenda change:

1. Addition: Addendum to SCOP Agreement for SW 100th Street

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

Consent Agenda

The Consent Agenda was presented as follows:

Approval of Minutes

Regular Meeting May 19, 2014

Approval of Bills

On file in Clerk's Office June 2014

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:

Road Department

- **Volvo Grader:** Mr. Crosby presented, for discussion, the request to purchase a Volvo Grader from Flagler Equipment. Mr. Billy Cannon, Road Department Superintendent, and representatives from Flagler Construction Equipment, were present for discussion.

It was consensus of the Board to consider the purchase of a new grader in the next budget year.

Public Participation

- Diane Clifton, Gilchrist County Economic Development Advisory Committee, presented/handed out to the Board, a packet/brochure from the National Association of Realtors on planning and real estate development, she thought in conjunction with the go forward on the Comprehensive Plan update this information may be of interest.

County Administrator's Report continues...

Road Department

- **SE 79th Lane:** Mr. Crosby presented for the Boards' approval, a letter to the Florida Department of Economic Opportunity requesting a third Amendment to include *all unmet needs in primary project*, on the CDBG Grant regarding SE 79th Lane. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Todd Gray, to approve the letter regarding unmet needs on the CDBG project SE 79th Lane. Motion carried unanimously.

- Coleman Construction, Inc., SE 79th: Mr. Crosby presented for the Boards' approval, the contract with Coleman Construction, Inc. for paving of SE 79th Lane; contract has been reviewed and approved by the County Attorney. Discussion took place.

Motion made by Commissioner Todd Gray, seconded by Commissioner John Thomas, to approve the contract with Coleman Construction, Inc., for the paving of SE 79th Lane and to allow the Chairman to sign. Motion carried unanimously.

- V.E. Whitehurst & Sons, SE 90th Avenue: Mr. Crosby presented the recommendation for approval of V.E. Whitehurst & Sons, as low bid, for the resurfacing of the pavement of SE 90th Avenue from SE 110th Street to SR 26, in the amount of \$610,540.90. He also requested permission for Mr. Lang to review contract between Gilchrist County and V.E. Whitehurst & Sons and for the Chair to sign. The bid results are as follows:

BIDS RECEIVED FOR RESURFACING OF SE 90th AVENUE

Company	Base BID Amount
Anderson Columbia Co.	\$722,918.17
John C. Hipp Construction	\$670,813.64
Preferred Materials	\$902,219.82
V.E. Whitehurst & Sons	\$610,540.90

*** (Engineer's estimated cost/budget for project - \$797,068.00)

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Todd Gray to approve low bid to V.E. Whitehurst & Sons, for the resurfacing of SE 90th Avenue from SE 110th Street to SR 26, in the amount of \$610,540.90; and for the County Attorney to review/prepare contract and to allow the Chairman to sign. Motion carried unanimously.

EMS/Fire

- EMS Write-Offs: Mr. Crosby presented, for the Boards' approval, the EMS Write-Off's, for the period of January-March 2014, in the amount of \$91,265.80.

Motion made by Commissioner John Thomas, seconded by Commissioner Todd Gray to approve the EMS Write-Off's, for the period of January-March 2014, in the amount of \$91,265.80. Motion carried unanimously.

2:30 p.m. Time Certain

- Carr, Riggs & Ingram CPA's and Advisors: Mr. Alan Nast, CRI, presented Gilchrist County's FY2013 Financial Statements. Discussion took place. No action needed; informational purposes only.

County Administrator's Report continues...

EMS/Fire

- Clean Team of Levy County, Inc.: Mr. Crosby addressed the issue of using Clean Team of Levy County, Inc. to clean EOC for a cost of \$120.00 per week. Discussion took place.

Motion made by Commissioner Todd Gray, seconded by Commissioner Kenrick Thomas to approve Clean Team of Levy County to clean the EOC two (2) times a week, at \$120.00/week, to be paid out of EM until injured employee returns; and additional quotes will be provided to the Clerk. Motion carried unanimously.

- Stryker Stair Pro: Mr. Crosby requested permission to purchase a Stryker Stair Pro, in the amount of \$2,660.85. He stated that there is a grant, from the Department of Health, in the amount of \$2,319.50 that will fund a majority of the cost and that EMS would pay remaining balance of \$341.35. Discussion took place,

Motion made by Commissioner Todd Gray, seconded by Commissioner John Thomas, to approve the purchase of a Stryker Stair Pro, in the amount of \$2,660.85; cost to be funded from a Department of Health grant, in the amount of \$2,319.50 and the remaining balance of \$341.35 will come out of EMS budget. 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.

Animal Control

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

Library

- Monthly Report: Mr. Crosby presented for the Boards' information, the monthly Library Report, as submitted by Ms. Ann Caraway. Ms. Caraway also introduced the new Three Rivers Regional Director, Dale Collum.

Parks & Recreation

- Hart & Otter Springs Restoration: Mr. Crosby requested approval to advertise a RFQ for the Hart & Otter Springs Restoration Construction of Springs. Mr. Leslie Sapp addressed concerns of the dredging of Hart Springs and requested more specifications be presented and considered. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to approve advertising a RFQ for the Hart & Otter Springs Restoration Construction of Springs. Motion carried unanimously.

Solid Waste

- Overnight Travel Request: Mr. Crosby requested the Boards' approval for overnight travel, allowing Pat Fischer to attend North American Hazardous Materials Management Association (NAHMMA) conference (for CE Credits). Travel will be for four (4) nights, with the approximate cost of \$940.00 plus per diem; Pat requested permission to drive personal vehicle to class (only to be paid for mileage to conference location and return only). Discussion took place.

Motion made by Commissioner Todd Gray, seconded by Commissioner John Thomas, to approve overnight travel request for Pat Fischer to attend NAHMMA conference (for CE Credits); travel will be for four (4) nights, with the approximate cost of \$940.00 plus per diem; and to allow him to drive personal vehicle and be paid for mileage to conference location and return only. Motion carried unanimously.

Extension

- Overnight Travel Request: Mr. Crosby requested approval for overnight travel for Marvin Weaver and Chris DeCubellis, to attend Annual Professional Improvement and Administrative Conference. The approximate cost will be \$1,308.00 plus per diem; this meeting is added annually into the budget.

Motion made by Commissioner John Thomas, seconded by Commissioner Kenrick Thomas, to approve overnight travel for Marvin Weaver and Chris DeCubellis, to attend Annual Professional Improvement and Administrative Conference; and the approximate cost of \$1,308.00 plus per diem. Motion carried unanimously.

SHIP

- SHIP Funding Certification: Mr. Crosby presented a request for approval of SHIP Funding Certification, for the FY 2014-15, in the amount of \$350,000.00, and to authorize the Chairman to sign. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve the SHIP Funding Certification, for the FY 2014-15, in the amount of \$350,000.00 and authorized the Chairman to sign; and requested that SREC, Inc. to review how much is spent in each category. Motion carried unanimously.

911

- Computer Aided Dispatch System (CAD): Mr. Crosby requested permission to advertise an RFP, for a Computer Aided Dispatch System (CAD), for use by the Sheriff's Office and Public Safety Departments. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Kenrick Thomas, to approve the request for advertising RFP, for CAD Program, for the Sheriff and Public Safety Offices. Motion carried unanimously.

General Government

- Fanning Springs/Holiday Inn Easement: Mr. Crosby presented for the Boards' approval, the following statement, which was requested for the preparation of a CDBG application, regarding the Holiday Inn Easement, in Fanning Springs.

Statement for Easement in Fanning Springs

Primary access to the proposed development should be across the Greenway Trails property. Gilchrist County agrees that if the State (Greenway Trails) does not allow access, the County would grant an easement across properties owned by Gilchrist County adjacent to SR 19, if needed. The placement of the easement will be determined by Gilchrist County to best facilitate the needs of Gilchrist County, the Florida Department of Agriculture, and Fanning Springs, Florida.

Mr. Tim Rutherford, FDOA, Ms. Diane Clifton, GCEDAC and City of Fanning Springs Mayor, Cheryl Nekola expressed their concerns. Discussion took place.

Motion made by Commissioner John Thomas, seconded by Commissioner Todd Gray, to approve Statement for Easement in Fanning Springs (Holiday Inn Easement). Motion carried unanimously.

- A★1 Pest Control: Mr. Crosby requested the Boards' approval of the contract with A★1 Pest Control, for Termite Retreatment at the Records Storage Building; term will be a four (4) year contract @ the cost of \$165.00 per year. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded Commissioner Kenrick Thomas, to approve contract with A★1 Pest Control, for Termite Retreatment at the Records Storage Building, with a four (4) year term @ the cost of \$165.00 per year. Motion carried unanimously.

- Roof Repairs on BOCC meeting room: Mr. Crosby stated that he met with the County Attorney, David Lang and Commissioner Todd Gray to review the architectural review submitted by Mr. Paul Stresing, on the Board facility. Discussion on roof repair took place.

It was consensus of the Board to direct the County Administrator and County Attorney to contact Mr. Stresing about costs to prepare RFP for BOCC Building Roof Repairs and bring back for further consideration.

FYI

- Sabal Trail Letter: Mr. Crosby informed the Board that Sabal Trail has sent out a letter addressing environmental issues and that this letter has been placed in several libraries.

Agenda Change; Donation of Van: Mr. Crosby addressed the issue of a donation made to the Gilchrist County Food Pantry. Perry Roofing donated a Van to the Food Pantry. Mr. Norm Conti, Active Citizen, requested that the Board consider accepting the donation of the van and cover the cost of the registration, title and insurance. Discussion took place.

Motion made by Commissioner John Thomas, seconded by Commissioner Sharon A. Langford, to approve the acceptance of the donated van from Perry Roofing, for use by the Gilchrist County Food Pantry and to cover cost of registration, title and insurance; subject to all County requirements. Motion carried unanimously.

Attorney's Report

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

SE 70th Avenue: Mr. Lang stated that consideration to begin process on SE 70th Avenue project needs to take place and that it is his understanding that the project has already been approved with a SCOP Grant for 2016. An Engineer needs to be selected so right-of-way concerns can be addressed. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Kenrick Thomas to approve consulting Lee Mills, Mills Engineering to develop a proposal providing pricing for determination of right-of-way/easements on SE 70th Avenue and to also include 110th as well. Motion carried unanimously.

Review discussion of "Restricted Boating Areas" (Previously tabled): Mr. Lang addressed the issue Restricted Boating Areas. Discussion took place on the determination of a starting and ending point.

The Board requested that Mr. Lang re-write the Ordinance regarding Restricted Boating Areas to reflect from 300' north of Hart Springs to 300' south of Sand Bar.

Notice of Appeal to First District Court of Appeals: Mr. Lang informed the Board on the dismissal of Florida Wildlife Federation from case against Department of Environmental Protection, Suwannee River Water Management District, et al... (Informational purposes only; no action needed)

Report on Membership of Gilchrist County Economic Development Advisory Committee: Mr. Lang addressed the list of committees and terms. He stated that it needs to be reviewed and updated. At this time, the GCEDAC needs addressed. Ms. Diane Clifton addressed the Board with recommendations and welcome suggestions. Discussion took place.

Motion made by Commissioner John Thomas, seconded by Commissioner Todd Gray to approve the reappointment of Lowell Chesborough, Dan Cavanah and Diane Clifton to the Gilchrist County Economic Development Authority. Motion carried unanimously.

Reciprocal Agreement to House Inmates: Mr. Lang presented a Reciprocal Agreement to House Inmate on behalf of Sheriff Schultz, for Board approval and Chairman's signature. Mr. Lang brought the two originals to be signed.

Motion made by Commissioner Todd Gray, seconded by Commissioner John Thomas to approve the Reciprocal Agreement as approved by the County Attorney 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:

Troy & Banks: Mr. Newton presented, for the Boards' consideration and direction, the issue of contracting with Troy & Banks, for seeking RFP Eligible Participants; a contingency-based telecommunications bill audit. Discussion took place.

It was consensus of the Board to move forward with contracting with Troy & Banks, for telecommunications audit.

Funding for County Attorney's Legal Services: Mr. Newton presented for the Boards' approval, an invoice from the County Attorney regarding his services on behalf of the Gilchrist County Board of County Commissioners for SRWMD Administrative Hearing. He requested direction from the Board on how to pay this invoice, which fund would they like to take it out of? Discussion took place.

Motion made by Commissioner John Thomas, seconded by Commissioner Kenrick Thomas, to approve Attorney's invoice regarding SRWMD Administrative Hearing; to be funded out of General Revenue Reserve. Motion carried unanimously.

Agenda Change; Addendum to SCOP Agreement: Mr. Newton presented an Addendum to SCOP Agreement for the SW 100th Street project. The sole purpose of this Addendum is to replace subsections A & C of Paragraph 3 (Compensation and Payment) to more clearly define the County's 75/25% ration allowing the County's 25% participation to be met through payment of funds or in-kind services as outlined in F.S. 339.2818. Discussion took place.

Motion made by Commissioner Todd Gray, seconded by Commissioner Sharon A. Langford, to approve the Addendum to SCOP Agreement for the SW 100th Street project; and to allow the Chairman to sign. Motion carried unanimously.

Budget Recap: Mr. Newton presented for the Boards' information, the Budget Recap for Fiscal Year 2014 Period Ending June 30, 2014.

Presentation of Proposed Budget for FY 14/15: Mr. Newton and Ms. Johnson handed out the FY14/15 Proposed Budget books. Discussion took place; no action needed.

Budget Workshops: Mr. Newton addressed the issue of setting dates for budget workshops **and** the proposed Tentative Budget Hearing September 8th, which has to be after 5:00 p.m. and proposed Final Budget Hearing, after 5:00 p.m. as well. The following dates were set by the Board:

- Budget Workshops for Friday, July 11, 2014, at 9:00 a.m. for various departments and Thursday, July 17, 2014 at 1:00 p.m., for Constitutional Officers and Other Departments and Monday, July 21st at 1:00 (subjects to be determined)
- Tentative Budget Hearing for September 8th at 5:15 p.m. and the Final Budget Hearing for September 22nd at 5:15 p.m.; BOCC regular meetings in September were change from the first and third Monday's to the 2nd (9/8/14 at 4:00p.m.) and 4th (9/22/14 at 4:00 p.m.) Monday's due to holiday and budget hearings

Commissioners Reports

- Commissioner Todd Gray informed the Board that the issue with Bill Bass regarding tree line on road has been resolved
- Commissioner Kenrick Thomas addressed CR340 & SR47 crossroad issue; he asked if FDOT could be asked to look at the issue. Mr. Crosby to contact safety agency to do a study
- Commissioner D. Ray Harrison, Jr.
 - asked about the Wilkerson House and Colt Station demolitions
 - asked the Board to consider the rates and polices at Hart Springs for park use
 - asked the Board members if they would be interested in contributing to the West View Church Building Project, in memory of Terri Hilliard's mother

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 John Thomas, to adjourn. Motion carried unanimously.* Chairman Harrison adjourned the meeting at **5:51 p.m.**

*Board of County Commissioners
Gilchrist County, Florida*

Attest:

Todd Newton, Clerk of Court

Approved:

D. Ray Harrison, Jr., Chairman