

## **MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD JULY 21, 2014**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, July 21, 2014**, 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</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 Rescue; Marion Poitevint; Katherine LaBarca; Richard & Leslie Esseck; Ray & Jane Rauscher; and Tim Hastings, CFEC.

### **Call to Order**

Chairman D. Ray Harrison, Jr., called the meeting to order at 4:02 p.m. Clerk of Court, Mr. Todd Newton delivered the invocation and Commissioner John Thomas led the pledge of allegiance.

### **Agenda**

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

1. Addition: Road Department; V.E. Whitehurst Contract for SE 90<sup>th</sup>

Mr. David Lang, County Attorney, presented the following change:

1. Addition: Discussion of Healthcare Software/EMS

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

### **Consent Agenda**

The Board **approved** the Consent Agenda, as presented:

**Budget Entries**

BE14-028, Fund 001, General Revenue .....	\$838.00
BE14-029, Fund 434, Solid Waste .....	\$700.00
BE14-030, Fund 001, General Revenue .....	\$10,332.00

**Request for Payment Approval**

SREC, Inc.

SHIP Emergency Repair Reimbursement, Bernadette Brown ..... \$6,545.00

**Mills Engineering Company**

Invoice 2014015, W/R GC341, June 2014 ..... \$16,072.25

**Anderson Columbia Company, Inc.**

Pay Estimate #3, GCR341 ..... \$369,288.78

**Carr, Riggs & Ingram CPAs and Advisors**

Progress Billing on 2013 Audit ..... \$11,700.00

*Motion made by Commissioner Todd Gray, seconded by Commissioner Sharon A. Langford, 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**

- **Monthly Lime Rock Report:** Mr. Crosby presented the Monthly Limerock Report, as submitted by Mr. Billy Cannon, Road Department Superintendent, for the Boards' information.
- **Bid Results for Striping CR 138:** Mr. Crosby presented the bid results, as noted, for the striping of CR 138 from US 129 to SR 47 and recommended Jenkins Painting Inc. Discussion took place.

Jenkins Painting, Inc.	\$10,800.00
Traffic Solutions	\$16,800.00

*Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to approve Jenkins Painting, Inc., as low bid, for the striping of CR 138 from US 129 to SR 47, in the amount of \$10,800.00; \$10,000.00 is budgeted and the remaining \$800.00 will be funded from transfer.*

### EMS/Fire

- Accrual Time: Mr. Crosby discussed the maximum accrual for vacation and sick leave for EMS salaried employees. He presented numbers reflecting the Annual Leave per Pay Period for Vacation as 360 hours Maximum Accrual and for Sick Leave a Maximum Accrual of 720 hours, for EMS employees; compared to Board employees at 240 hours Maximum Accrual for Vacation and 480 hours for Maximum Accrual for Sick Leave. Discussion took place on accrued time owed to Kevin Benson due to change in position.

**The Board requested that Staff provide a total to balance out the depletion of accrued leave & sick hours for Kevin Benson and bring back for further consideration.**

### Parks and Recreation

- Use of County Vehicle: Mr. Crosby addressed the issue whether or not Mitchell Gentry, Manager of Hart Springs, had been given permission to drive County vehicle home. Mr. Gentry provided Mr. Crosby a letter explaining his need for a take home vehicle (the letter was addressed to the Board of County Commissioners and was provided as an additional handout for their information). Discussion took place.

*Motion made by Commissioner Kenrick Thomas to allow Mitchell Gentry, Hart Springs Manager, to drive County vehicle home... Motion died for the lack of a second.*

**The Board directed Mr. Crosby to determine if Mitchell Gentry has been given permission to drive the County vehicle home. Until determination is made Mr. Gentry should not drive the County vehicle home. If permission has been granted he will need to start paying the IRS Taxable amount. If he has not been previously granted Mr. Gentry needs to request permission from the Board.**

### General Government

- Ellie Ray CDBG Project Update: Mr. Crosby provided an update on the status of the Ellie Ray CDBG project. He stated that they regret to inform that Department is unable to consider the application any further; there was a list of reasons provided and the project is dead at this time.
- CAD RFP Review Committee: Mr. Crosby recommended the appointment of the following staff to review RFP for CAD system:

*Sheriff Bobby Schultz	*Lt. Jeff Manning	*Bobby Crosby
*Lt. Sheryl Brown	*Chief Mitch Harrell	
*David Peaton	*Todd Newton (and Finance Staff)	

*Motion made by Commissioner Todd Gray, seconded by Commissioner John Thomas, to approve the recommended individuals, as noted, to review RFP, for CAD System. Motion carried unanimously.*

- North Florida Regional Water Authority: Mr. Crosby informed the Board that City of Fanning and Dixie County Commissioners will be meeting with the North Florida Regional Water Authority on July 23, 2014, at Fanning Springs City Hall at 5:00 p.m., to discuss moving forward with supplying water to Old Town.

#### FYI

- Meeting in Fanning Springs, July 23, 2014 at 2:00 p.m. regarding Fanning Springs/Holiday Inn easement

#### Agenda Change; Road Department

- V.E. Whitehurst Contract for SE 90<sup>th</sup> Avenue: Mr. Crosby presented for the Boards' approval, the contract with V.E. Whitehurst, for the SE 90<sup>th</sup> Avenue project; contract has been reviewed and approved by the County Attorney.

*Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Todd Gray, to approve the contract with V.E. Whitehurst, for the SE 90<sup>th</sup> Avenue project, and to allow the Chairman to sign. Motion carried unanimously.*

#### Attorney's Report

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

Resolution 2014-16: Mr. Lang presented Resolution 2014-16 regarding loan with Drummond Community Bank, for tanker truck purchase, for the Fire Rescue Department. He read the short title as follows:

#### **RESOLUTION 2014-16**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA ACCEPTING A LOAN FROM DRUMMOND COMMUNITY BANK AND AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS TO EXECUTE A PROMISSORY NOTE FOR \$200,000.00 TO DRUMMOND COMMUNITY BANK IN ORDER TO PURCHASE A NEW TANKER TRUCK FOR GILCHRIST COUNTY FIRE RESCUE DEPARTMENT**

*Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas to approve Resolution 2014-16.*

At this time, Commissioner Todd Gray abstained from voting due to the fact that he serves on the Board of Directors, for Drummond Community Bank. Chairman Harrison then called for the vote.  
*Motion carried 4-0.*

Use of County Buildings: Mr. Lang addressed the request that was made by the Children's Table to use the Cruise Center, for food distribution. Mr. Lang had been asked to determine whether this

would be against the County's policy as far as liability. In order to do so it needs to be made clear what the intentions are for the actual distribution of food. Discussion took place.

**The Board requested that the Children's Table come back before the Board to discuss use of Cruse Center Property, for food distribution.**

Agenda Change; Discussion of Healthcare Software/EMS: Mr. Lang presented a contract with Ability for billing software for EMS. Chief Harrell explained the need/reason to go with Ability. He stated that it is necessary in order to do Medicaid billing. Discussion took place.

*Motion made by Commissioner Todd Gray, seconded by Commissioner Kenrick Thomas to approve Chief Harrell to sign contract with Ability Software, for Medicaid billing, at \$50/month. Motion carried unanimously.*

### Clerk's Report

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

River Rummage: Mr. Newton presented a request from the Chamber of Commerce for permission to use the EOC parking lot as the end point of an event called the *River Rummage*. It will be on November 8, 2014 and run from Cedar Key to the Gilchrist EOC. Discussion took place.

*Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to approve the request to use the EOC parking lot as the end point of an event called the River Rummage. Motion carried unanimously.*

Fuel Cost Update: For the Boards' information, Mr. Newton presented a Fuel Cost Report through the end of June 2014, for unleaded and diesel fuel.

FDLE Certification of Participation: Mr. Newton presented the Certificate of Participation for the FFY 2014 Edward Byrne Memorial Justice Assistance Grant (JAG) Program, in the amount of \$23,918.00, for the Boards' approval and for the Chairman to be authorized to sign.

*Motion made by Commissioner John Thomas, seconded by Commissioner Todd Gray, to approve the Certificate of Participation for the FFY 2014 Edward Byrne Memorial Justice Assistance Grant (JAG) Program, in the amount of \$23,918.00, 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 July 14, 2014.

Revenue Report: Mr. Newton presented, for the Boards' information, the Revenue Report for the Period Ending July 14, 2014.

### TRIM Compliance Options

- EMS-MSTU: Mr. Newton presented TRIM Compliance Options for EMS-MSTU. Discussion took place.

*Motion made by Commissioner John Thomas, seconded by Commissioner Todd Gray, to approve advertising \$1.0996 mills for TRIM Notices, for the FY14/15 Proposed Budget. Motion carried unanimously.*

- General Fund: Mr. Newton presented the proposed rates for the General Fund. Discussion took place.

*Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Todd Gray, to approve the proposed millage rate of \$8.4576, for TRIM Notices. Motion carried 4-1, with Commissioner D. Ray Harrison, Jr. voting NO.*

MSTU in regards to Law Enforcement Funding: Mr. Newton addressed the issue of the thought of using MSTU in regards to Law Enforcement Funding. He stated that Mr. Lang researched and he explained what he found. Discussion took place.

**The Board agreed to NOT pursue an MSTU in regard to Law Enforcement.**

Value Adjustment Board: Mr. Newton stated that it is that time of year again where we need to appoint a VAB Attorney and members.

Mr. Newton stated that he has spoken to Mr. Ray Earl Thomas, Attorney, who served as the VAB Attorney last year and that Mr. Thomas has graciously accepted to serve again this year.

At this time, Commissioner John Rance Thomas has abstained from participation and voting on the matter of VAB Attorney, due to the fact that it is his brother that the Board has chosen to serve as the VAB Attorney.

During discussion Commissioner's Kenrick Thomas and Todd Gray were selected to serve on the Value Adjustment Board as well as Citizen Member Gary Rexroat.

*Chairman D. Ray Harrison, Jr., appointed Commissioner Kenrick Thomas and Commissioner Todd Gray and Dr. Gary Rexroat as Citizen Member, to serve on the Value Adjustment Board.*

### Commissioners Reports

#### Commissioner Kenrick Thomas

- Crosswalk in Bell: Commissioner Thomas brought up the subject of safety at crosswalk in Bell going across to FFA Building; Board asked Commissioner Gray to ask Town of Bell about the issue and report back

- Donated Van: Commissioner Thomas addressed the issue of giving the donated van to the Food Pantry to keep the County from having to cover any liabilities.

*Motion made by Commissioner John Thomas, seconded by Commissioner Kenrick Thomas to reverse the decision to accept Van donation on behalf of Gilchrist County Food Pantry and asked Mr. Crosby to find out how much tag, title and insurance will cost the party. Motion carried unanimously.*

- Dangerous Intersection: Commissioner Thomas brought up the issue of the dangerous intersection of CR340 & SR47 and requested thoughts on solutions to make it safer. Billy Cannon was asked to look into the tree on FDOT right-of-way to see if it can be taken down

Commissioner Sharon A. Langford

- Issues of Hiring and Spending Funds Unnecessarily: Commissioner Langford addressed the issues of hiring and spending funds unnecessarily through the end of this budget year. Discussion took place.

*Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Todd Gray, to approve a “hiring freeze” on all Board Departments, with the exception Fire & EMS. Motion carried unanimously.*

*Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Todd Gray, to approve implementing a “hold” on all unnecessary, non-essential spending by ALL Board Departments through the end of the FY13/14 budget year. Motion carried unanimously.*

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 Sharon A. Langford, to adjourn. Motion carried unanimously.* Chairman Harrison adjourned the meeting at **6:11 p.m.**

*Board of County Commissioners  
Gilchrist County, Florida*

*Attest:*

*Approved:*

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*Todd Newton, Clerk of Court*

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*D. Ray Harrison, Jr., Chairman*