

MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD AUGUST 18, 2014

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, August 18, 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; David Peaton, Director of Emergency Management; Billy Cannon, Road Department Superintendent; Chief Mitch Harrell, GC Fire Rescue; Mitchell Gentry, Hart Springs Manager; Marion Poitevint; Katherine LaBarca; Richard & Leslie Esseck; Ray & Jane Rauscher; Tim Hastings, CFEC; Lee Mills, County Engineer, Mills Engineering; Sheriff Bobby Schultz and Lt. Jeff Manning, GCSO; Steve Minnis and Ann Shortelle, SRWMD; Mr. & Mrs. Bill Kilborn; Karen Jones, Gilchrist Chamber of Commerce; Don Strickland; Janice Rogers; Joseph Blicht; Ron Aderholt; and Barry Mitchell.

Call to Order

Chairman D. Ray Harrison, Jr., called the meeting to order at 4:01 p.m. Mr. Todd Newton, Clerk of Court, delivered the invocation and Commissioner Kenrick Thomas led the pledge of allegiance.

Agenda

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

1. Addition: Fire/Rescue; RFP for Ambulance Chassis and Remount

Motion made by Commissioner John Thomas, seconded by Commissioner Kenrick 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

BE14-033, Fund 001, General Revenue \$1,500.00
 BE14-034, Fund 434, Solid Waste \$350.00

Request for Payment Approval

Anderson Columbia Co., Inc.
 Pay Estimate #4, GCR 341 July 2014\$400,838.71

D & L Contracting, LLC
 Log Landing Boat Ramp Renovation, payment #3 \$31,579.58

Mills Engineering Company
 Invoice #2013015, W/R GCR 341 \$16,283.25
 Invoice #2013066, Resurfacing SE 90th Ave \$2,812.75
 Invoice #2013072, W/r SW 100th St \$1,000.50

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

Public Participation

- Mr. Bill Kilborn, web developer/photographer, informed the Board that the new website will go live on Wednesday, August 20, 2014 and will be down for the day preceding
- Mr. Ronald Aderholt brought a petition with sixty (60) signatures in support of leaving the Solid Waste dumpster at the 138 Fire Station location
- Mr. Barry Mitchell commented that there has been less trash on the roads since the dumpster has been placed

4:15p.m. Time Certain

State of the Resource and Payment in Lieu of Taxes presentations

- Dr. Ann B. Shortelle, Ph.D., Executive Director, Suwannee River Water Management District, informed the Board that rainfall has been up over the last twenty-four (24) months which has brought the aquifer back to normal or high levels throughout the district. She also informed the Board about upcoming projects at Hart & Otter Springs. She laid out priorities for SRWMD as water supply, water quality and flood protection. Opportunities for Gilchrist County are the River Cost Share Programs, Ag Cost Share, Public-Private Partnership and High School Grants. **Dr. Shortelle presented a check for PILT, in the amount of \$44,392.72.** She informed the Board that the City of Valdosta should have a new treatment plant up and coming by December 2015. Once this plant is completed we shouldn't see continuing pollution, in the rivers, following floods in South Georgia.

Public Participation

- Ms. Karen Jones, Chamber of Commerce, asked the Board for permission to use the parking lots by the Courthouse and Chamber as well as the field (old Robert's property) beside BOCC Chamber, as part of the River Rummage Event

Motion made by Commissioner Todd Gray, seconded by Commissioner Sharon A. Langford, to approve the request for the use of the parking lots by the Courthouse and Chamber as well as the field (old Robert's property) beside BOCC Chamber; and that Ms. Jones contact the City of Trenton for approval to close streets. Motion carried unanimously.

4:30 p.m. Time Certain

Budget Hearing

Ms. Jacki Johnson, Finance Director, presented Resolution 2014-23 & BE14-035, amending the Tax Collector's Budget, for the Boards' approval. She read the short title/resolution for the record as follows:

RESOLUTION 2014-23

A RESOLUTION OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS AMENDING THE TAX COLLECTOR'S BUDGET

WHEREAS, Gilchrist County did lawfully and appropriately adopt an annual budget for the Tax Collector's budget for Fiscal Year 2013-2014; and

WHEREAS, Chapter 129.06, Florida Statutes authorized amendments of the budget by resolution to lawfully expend revenues; and

WHEREAS, the Gilchrist County Board of County Commissioners approved the purchase of the computer server in the amount of \$4,000.00.

WHEREAS, the additional amount was not included in the Fiscal Year 2013-2014 Tax Collector's budget;

NOW, THEREFORE, BE IT RESOLVED, by the Gilchrist County Board of County Commissioners that the Tax Collector's budget is hereby amended with an increased amount of \$4,000.00.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Kenrick Thomas, to approve Resolution 2014-23 & BE14-035, as presented. Motion carried unanimously.

Public Participation

- Ms. Marion Poitevint thanked Commissioner John Thomas for assistance with an issue and complimented Mr. Billy Cannon for a job well done

County Administrator's Report

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

Road Department

- **Discussion of Right of Way on SE 70th/SE 110th**: Mr. Crosby addressed the right-of-way issue(s) on SE 70th/SE 110th.

Mr. Lee Mills, County Engineer, Mills Engineering, stated that title work needs to be done to determine r-o-w's on SE 70th/SE 110th. Discussion took place.

Motion made by Commissioner Todd Gray, seconded by Commissioner Sharon A. Langford, to approve Mills Engineering to move forward with title work, at a cost NOT TO EXCEED \$3,500.00, to be funded out of Transportation. Motion carried unanimously.

- **School Zone Signs**: Mr. Crosby addressed the issue of School Zone signs in the Town of Bell. Discussion took place.

The Board requested that the County Attorney and Commissioner Todd Gray address at the next Town of Bell meeting and bring to the attention of the School Board as well.

5:00 p.m. Time Certain

- **Hart Springs Fee Schedule Workshop**: Mr. Crosby addressed the issue and presented recommendations for amending the Hart Springs Fee Schedule, regarding fee/rates for Senior Citizens, including annual pass and pool and park entry. Mr. Mitchell Gentry, Park Manager was present for discussion.

At this time, Chairman Harrison relinquished the gavel over to the Vice Chair in order to make a motion.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner John Thomas, to approve the recommendations amending the Hart Springs Fee Schedule, regarding fee/rates for Senior Citizen Annual Pass for those sixty (60) and older at \$12 per person (eliminate 2 Persons Senior Pass for \$25) and FREE entry to Park and Pool for sixty-five (65) and older with completed application, must be a Gilchrist County Resident; also includes Family Pass for \$75 up to 5 persons, additional person(s) can be added for \$20 each, with a total of 8 people per pass. Motion carried unanimously.

County Administrator's Report continues...

- **Monthly Lime Rock Report**: Mr. Crosby presented, for the Boards' information, the Monthly Limerock Report as submitted by Mr. Billy Cannon, Road Department Superintendent.

Veteran Service Office

- Overnight Travel Request: Mr. Crosby presented a request for overnight travel for Jim Mash to attend CVSOA Conference to be held October 5-9, 2014; estimated cost is \$748.91. Mr. Mash has also requested permission to drive personal vehicle to conference. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas to approve overnight travel for Jim Mash to attend CVSOA Conference to be held October 5-9, 2014; estimated cost is \$748.91; and permission to drive personal vehicle. Motion carried unanimously.

Parks & Recreation

- Sole Source Purchase: Mr. Crosby presented, for the Boards' approval, a request to purchase an Open Channel Flow Monitor, as a *Sole Source Purchase*, from Quinn Associates, in the amount of \$2,322.00. He stated that the old one must be replaced, it is obsolete and irreparable (per Quinn Associates). Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Todd Gray, to approve the Sole Source Purchase, from Quinn Associates, for an Open Channel Flow Monitor, in the amount of \$2,322.00. Motion carried unanimously.

Library

- Monthly Report: Mr. Crosby presented, for the Boards' information, the Monthly Library Report, for June/July 2014, as submitted by Ms. Anne Caraway, Library Manager.

General Government

- Narrow Band Radio System Update: Mr. Crosby stated that Mr. Peaton, Lt. Manning and himself went out and did testing at 29 different locations, in Gilchrist County, using four (4) different models, portable radios, hand held units, getting a different response in each area. The equipment used for testing has been sent off for tuning and reprogramming. Once those radios/equipment comes back, more testing will be done. He stated that the base units, the units in the vehicles, had no issues. Discussion took place; no board action needed at this time.
- Construction Regulation Board: Mr. Crosby presented, for the Boards' acceptance, Jon Gray's resignation from the Construction Regulation Board. Mr. Crosby stated that Mr. Ritter, Building Official, has someone in mind to fill this position. Discussion took place.

Motion made by Commissioner John Thomas, seconded by Commissioner Kenrick Thomas, to accept the resignation of Jon Gray from the Construction Regulation Board; and to direct the County Attorney to draft an ordinance changing the Construction Regulation Board to the Construction Regulation Advisory Committee. Motion carried 4-0.

Commissioner Todd Gray abstained from voting on this matter due to the fact that Jon Gray is his father.

- CAD RFP: Mr. Crosby updated the Board on the CAD RFP. He stated that quotes have been received and are under review at this time.

Mr. Crosby will bring back a recommendation at the next Board meeting. No Board action needed at this time.

- Satisfaction of Lien: Mr. Crosby presented, for the Boards' approval, the Satisfaction of Lien, for Reeta L. Watson. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner John Thomas, to approve the Satisfaction of Lien for Reeta L. Watson, Instrument #2001001772 (which was a duplicate lien). Motion carried unanimously.

FYI

- Update on Greenway Palms: Staff is waiting on information from the developer
- Colt Station: New date approved for closure of tank for the Colt Station, June 2015
- Allen Norton & Blue: Jacksonville office for Allen Norton & Blue will be closing
- Open Enrollment and Health Fair: Mr. Crosby reminded the Board that the Open Enrollment and Health Fair will be held Wednesday, 9/3/2014 at Trenton Women's Center 8:00 a.m. – 1:00 p.m. and again on Thursday, 9/4/2014, at the Public Safety Center/EOC from 1:00 p.m. – 5:30 p.m.; ALL Employees covered under Gilchrist County Policies must attend.

Agenda Change; Fire/Rescue

- RFP for Ambulance Chassis and Remount: Mr. Crosby presented, for the Boards' approval, the RFP (which has been reviewed by the County Attorney) for the bid process for an Ambulance Chassis and Remount of existing patient care compartment.

Discussion took place.

Mr. Newton made it aware that the Clerk is to be a part of the bid process. This request was presented as an agenda change, therefore this is the first time he was aware of the request. He has not seen the proposed RFP for the Ambulance Chassis and Remount.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Kenrick Thomas, to approve moving forward with RFP for Ambulance Chassis and Remount; subject to Clerk's approval. Motion carried unanimously.

Attorney's Report

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

Resolution 2014-22: Mr. Lang presented, for the Boards' approval, Resolution 2014-22, adding a Division Chief Fire/EMS Director Training Coordinator and Three (3) Squad Captains Fire/EMS to Credit Card Limit Policy. He explained the changes made and read the short title as follows:

RESOLUTION NO: 2014-22

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA AMENDING SECTION 2.2 OF THE GILCHRIST COUNTY POLICIES CONCERNING USE OF COUNTY CREDIT CARDS; AND ESTABLISHING AN EFFECTIVE DATE.

The following section has been amended; underline added

Section 1. Section 2.2, paragraph F of the Gilchrist County Manual of Rules and Procedures entitled, Authorized Users, should be amended and shall now read as follows:

F. Authorized Users

The following is the list of authorized users of credit cards to be issued pursuant to this policy:

<u>Employee</u>	<u>Limit</u>
County Extension Agent	\$2,000.00
4-H Coordinator	\$2,000.00
County Fire Chief/EMS Director	\$4,000.00
<u>Division Chief Fire/EMS Training Coordinator</u>	<u>\$1,000.00</u>
<u>Three (3) Squad Captains Fire/EMS</u>	<u>\$1,000.00 Each</u>
Emergency Management Chief	\$2,000.00
Senior Animal Control Officer	\$2,000.00
Hart Springs Park Manager	\$2,000.00
Otter Springs Park Manager	\$2,000.00
Maintenance Supervisor	\$2,000.00
Road Superintendent	\$2,000.00
Solid Waste Supervisor	\$2,000.00
County Administrator	\$5,000.00

Motion made by Commissioner Todd Gray, seconded by Commissioner John Thomas, to approve Resolution 2014-22, as presented. Motion carried unanimously.

Clerk's Report

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

2014 Preliminary Population Estimate: Mr. Newton presented the 2014 Preliminary Population Estimate for April 1, 2014 is 16,853. Discussion took place.

Motion made by Commissioner John Thomas, seconded by Commissioner Todd Gray, to approve and submit the 2014 Preliminary Population Estimate. Motion carried unanimously.

Budget Recap for the Period Ending August 12, 2014: Mr. Newton presented, for the Boards' information, the Budget Recap, for the Period Ending August 12, 2014.

FY 2014-2015 Budget Recap: Mr. Newton presented, for the Boards' information, the FY 2014-2015 Budget Recap.

Health Insurance Proposals: Mr. Newton presented the Health Insurance Proposals, as recommended by the Health Insurance Committee. **The Board agreed on the recommendations made by the Health Insurance Committee.**

Commissioners Reports

- Commissioner D. Ray Harrison, Jr. asked if the Board could request Barbara Locke to be considered the FULL time Health Department Director and remove interim status

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 **6:29 p.m.**

*Board of County Commissioners
Gilchrist County, Florida*

Attest:

Approved:

Todd Newton, Clerk of Court

D. Ray Harrison, Jr., Chairman