

MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD DECEMBER 8, 2014

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, December 8, 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.</i>
<i>District III</i>	<i>Commissioner Todd Gray, Chairman</i>
<i>District IV</i>	<i>Commissioner John Rance Thomas</i>
<i>District V</i>	<i>Commissioner Kenrick Thomas, Vice Chairman</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; Sheriff Bobby Schultz and Lt. Jeff Manning, GCSO; Diane Rondolet, Code Enforcement Officer; Everritt Heaton; Ray & Jane Rauscher; Charlie Perez; Don Thomas; Jean Wonser; Ed McAlpin; Scott Tucker and John Stubblefield, GSWCD; Donna Creamer, GC TDC; Clay Allen, Coleman Construction; Katherine LaBarca; Steve Gladin; Hugh Thomas, FDACS; Tom Sturgeon, Ellie Ray's RV Resort; and Megan Carter, NFPS.

Call to Order

Chairman Todd Gray, called the meeting to order at 2:00 p.m.

Pastor Chris Ruggles, New Beginning Baptist Church, delivered the invocation and Commissioner D. Ray Harrison, Jr., led the pledge of allegiance.

Agenda

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

1. Remove: Approval of Payment Request #6 to D&L Contracting in the amount of \$61,668.74; this item is on the Consent Agenda

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the Agenda, as presented, with noted changes. Motion carried unanimously.

Consent Agenda

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

Approval of Minutes

Budget Workshop August 11, 2014

Approval of Bills

On file in Clerk's Office November 2014

Request for Payment Approval

CAR& RIGGS and INGRAM

Professional Billing ort2014 Audit \$15,000.00

D&L Contracting, LLC

Pay Request #6, Log Landing Project \$61,623.74

SHIP

Home Owner Occupied Rehabilitation Reimbursements to SREC, Inc.

Lessie Jackson \$28,627.45

Joe Langford \$28,677.45

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

Public Participation

Mr. Don Thomas, County Resident, spoke to the Board and requested that the road to his parents' house be closed; no other residents will be affected by this request. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford to approve the request for a road closure ("Horace Thomas Grade") and direct the County Attorney to initiate a petition/application to close the road. Motion carried unanimously.

Presentation for Award of Recognition

At this time, the Board presented Ms. Diane Rondolet, Code Enforcement Official, with a plaque recognizing her 11 years of service to the County and Citizens of Gilchrist. Ms. Rondolet will be retiring effective January 2015.

County Administrator's Report

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

Road Department

- Coleman Construction Change Order #2 (SE 79th Lane): Mr. Crosby presented, for the Boards' approval, Change Order #2, as submitted by Coleman Construction, for CDBG project, SE 79th Lane, (and SE 74th Court), in the amount of \$35,300.00; grant will cover this expense, leaving additional money left in grant. He stated approval will be pending approval from Fox Enterprises and DEO. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Kenrick Thomas, to approve Change Order #2, as submitted by Coleman Construction, for CDBG project, SE 79th Lane, (and SE 74th Court), in the amount of \$35,300.00. Motion carried unanimously.

- Anderson Columbia Payment Request #6 (CR 341): Mr. Crosby presented, for the Boards' approval, Payment Request #6 (FINAL) to Anderson Columbia, in the amount of \$61,528.96, for CR 341. Mr. Crosby requested approval and check which will be released pending the receipt of final approval/sign off by engineer. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve Payment Request #6 (FINAL) to Anderson Columbia, in the amount of \$61,528.96, for the CR 341 project; pending the receipt of final approval/sign off by engineer. Motion carried unanimously.

TDC

- Blueway Trail Map: Ms. Donna Creamer, Chair of the Gilchrist County Tourist Development Committee, presented and discussed the new Gilchrist County Blue Way Trail Map. Ms. Creamer also recognized Mr. Mark Gluckman with a plaque for his volunteer work on the Blueway Trail.

Emergency Management

- 2014-15 DHS Grant: Mr. Crosby presented, for the Boards' approval, the 2014-15 DHS Grant, in the amount of \$12,308.00, for Training, Exercise and Planning, and requested permission for the Chairman to sign. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve 2014-15 DHS Grant, in the amount of \$12,308.00, for EM Training, Exercise and Planning; and to allow the Chairman to sign. Motion carried unanimously.

Code Enforcement

- Discussion of Code Enforcement: Mr. Crosby presented a recommendation, for the Boards' consideration, that David Peaton will work with Ms. Rondolet as we go through the process of filling the Code Enforcement position (just so that someone has the knowledge of paperwork and what needs to be done) until a decision is made; subject to

the City of Trenton's decision whether they'll do their own Code Enforcement. Also for the County Administrator and County Attorney to draft/send a notice to the Town of Bell and City of Fanning Springs inquiring what their intentions are for Code Enforcement, as well. **Until further information is received no Board action will be taken at this time.**

Community Development

- Building and Zoning Department: Mr. Crosby addressed the issue of reducing the hours worked in the Building and Zoning Department. He recommended new hours of Monday through Thursday, 8:00 a.m. – 5:00 p.m. and CLOSED on Fridays; to begin in February 2015 until things pick back up in the Building Department. He stated that would reduce three (3) positions (eight hours per position) to a thirty-two (32) hour work week, saving \$25,000 annually. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve reducing the hours worked in the Building and Zoning Department to Monday through Thursday, 8:00 a.m. – 5:00 p.m. and CLOSED on Fridays; to begin in February 2015 until things pick back up. Motion carried unanimously.

Animal Control

- Monthly Report: Mr. Crosby presented, for the Boards' information, the Animal Control Monthly Report, as submitted by Ms. Ericka Hudson, Animal Control Officer.
- Notice of Resignation: Mr. Crosby stated that PK Fischer gave notice of resignation from his position in Animal Control, effective December 4, 2014. He requested the Boards' approval to advertise for a 24hr/week position, at \$10.91, for Animal Control position. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve advertising for a 24hr/week position, at \$10.91, for Animal Control position. Motion carried unanimously.

General Government

- Cruise Precinct Building: Mr. Crosby presented a request to demolish the old Cruise Precinct Building. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Marion Poitevint, to approve the request to demolish the old Cruise Precinct Building; work to be done by the Road Department. Motion carried unanimously.

- Gilchrist Soil & Water: Mr. Crosby stated that the Gilchrist Soil & Water has requested that the County assist with the purchase of two (2) new trucks; this is not a monetary request. Discussion took place.

Mr. Hugh Thomas indicated that they are working on a MOU with the County regarding the arrangement between Gilchrist County and the Soil & Water District.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve assisting Soil & Water District, with the purchase of two (2) new trucks; the purchases will be reimbursed to the County in full; a MOU with the County regarding the arrangement between Gilchrist County and the Soil & Water District will be drafted. Motion carried unanimously.

- **CAD Contract:** Mr. Crosby presented the contract with Global Software, for the purchase of the CAD RMS-JMS and Mobile Systems, in the amount of \$247,842.00, subject to the cap added to maintenance of 3% increase. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve the contract with Global Software, for the purchase of the CAD RMS-JMS and Mobile Systems, in the amount of \$247,842.00, subject to the cap added to maintenance of 3% increase; and subject to the final approval of review by the County Attorney. Motion carried unanimously.

FYI

- Mr. Crosby informed the Board of a meeting scheduled for next week to discuss next phase of the removal of the tanks at the Colt Station site; and the meeting scheduled to move forward with next grant for the Colt Station site (\$200,000.00).

2:30 p.m. Time Certain

- **CDBG Public Hearing for NW 110th Street at Ellie Ray's:** Megan Carter, NFPS, Inc., conducted the CDBG Public Hearing for NW 110th Street at Ellie Ray's. She requested to be allowed to move forward with the grant process for CDBG Project NW 110th Street at Ellie Ray's. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Marion Poitevint to approve the request to move forward with the grant process for CDBG Project NW 110th Street at Ellie Ray's. Motion carried unanimously.

County Administrator's Report continues...

FIRE/EMS

- **Day Shift Accruals:** Mr. Crosby addressed the issue of Fire/EMS Day Shift Accruals. Mr. Lindsey Lander, Labor Law Attorney, explained accrual rates. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Kenrick Thomas, to table the two (2) new day shift positions. Motion carried unanimously.

Discussion continued...

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the proposed annual leave accruals, sick leave accruals and maximum accruals for the 48 hour shift; and the accrued rates to include 12 month vesting schedule. Motion carried unanimously.

Attorney's Report

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

Resolution 2014-45: Mr. Lang presented Resolution 2014-45, Certifying Grant Funds to improve and expand the County pre-hospital EMS system and read the short title for the record as follows:

RESOLUTION 2014-45

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA, CERTIFYING THAT CERTAIN GRANT FUNDS WILL BE USED TO IMPROVE AND EXPAND THE COUNTY PRE-HOSPITAL EMS SYSTEM AND WILL NOT BE USED TO SUPPLANT CURRENT LEVELS OF COUNTY EXPENDITURES; AND PROVIDING AN EFFECTIVE DATE

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve Resolution 2014-45, as presented. Motion carried unanimously.

Resolution 2014-46: Mr. Lang presented Resolution 2014-46, authorizing the County to enter into the Small County Outreach Program with FDOT for funds to widen CR 344 from CR 341 to CR 307 and read the short title for the record as follows:

RESOLUTION 2014-46

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA, AUTHORIZING THE COUNTY TO ENTER INTO THE SMALL COUNTY OUTREACH PROGRAM OF THE STATE OF FLORIDA, WITH THE DEPARTMENT OF TRANSPORTATION FOR FUNDS FOR WIDENING AND RESURFACING OF CR 334 FROM CR 341 TO CR 307 IN GILCHRIST COUNTY, FLORIDA; AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS TO EXECUTE SUCH AGREEMENT; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve Resolution 2014-46, as presented. Motion carried unanimously.

Engagement letter from Manson/Bolves Attorneys at Law: Mr. Lang presented an Engagement Letter, from Manson/Bolves Attorneys at Law, in regard to providing legal services, for the Sabal Trail Transmission. Discussion took place.

It was Mr. Lang's request that the Board accept and allow Chairman to sign the Engagement Letter with Manson/Bolves.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Marion Poitevint, to approve the Engagement Letter with Manson/Bolves and to allow the Chairman to sign. Motion carried 4-0; Commissioner Sharon A. Langford abstained from voting.

Clerk's Report

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

Budget Recaps: For the Boards' information, Mr. Newton presented Budget Recaps for the Fiscal Year 2014, Period Ending, September 30, 2014 and Fiscal Year 2015, Period Ending, December 3, 2014.

2013/2014 Self-Funded Reserves: Mr. Newton stated that reports were received from Robin Riley with PRIA regarding the 2013/2014 Self-Funded Reserves. He reviewed the final numbers for the Self-Insured Health plan.

Clerk of Court Operation Fourth Quarter Report CFY 2013-14: Mr. Newton presented and reviewed the 318.18 Aggregation Expense and Revenue as required, for the Boards' information.

UF Lease for DOH WIC Program: Mr. Newton addressed the lease on building located at 105 NE 1st Street (WIC Office). Discussion took place.

Motion made by Commissioners D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve the Clerk drafting a letter allowing UF to sublease the WIC Office to the Department of Health. Motion carried unanimously.

Commissioners Reports

- Commissioner Sharon A. Langford was contacted about speed bumps at CR232/SR47 and on CR340; she requested a quote for blinking lights, like Dixie County has
- Commissioner Kenrick Thomas asked for a print out of all loans that the County has
- Commissioner Todd Gray informed the Board of the Legislation Delegation meeting to be held on January 9th at 4:00 p.m. in the Boardroom
- Commissioner Todd Gray asked Mr. Crosby to determine what we can do to help with the Holiday Inn Express issue

- Commissioner Todd Gray addressed the issue of Committee Assignments; the 2014-2015 Committee Assignments were confirmed
- Commissioner D. Ray Harrison, Jr., informed the Board that the hospital coming to the Chiefland area is set to begin construction in mid-2015 and to be completed in 2016

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 D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to adjourn. Motion carried unanimously.* Chairman Gray adjourned the meeting at **4:20 p.m.**

*Board of County Commissioners
Gilchrist County, Florida*

Attest:

Approved:

Todd Newton, Clerk of Court

Todd Gray, Chairman