

## **MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD MARCH 2, 2015**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, March 2, 2015**, 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:

*District I Commissioner Sharon A. Langford*  
*District II Commissioner D. Ray Harrison, Jr.*  
*District III Commissioner Todd Gray, Chairman*  
*District IV Commissioner Marion Poitevint*  
*District V Commissioner Kenrick Thomas, Vice Chairman*

### **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, Fire/EMS; Donna Creamer, Gilchrist TDC; Ray & Jane Rauscher; David & Kathy Gilliam; Mrs. Alice White & Family; Richard & Leslie Esseck; and Paul Stresing.

### **Call to Order**

Chairman Todd Gray, called the meeting to order at 2:00 p.m. Pastor Keith McConnell, First Baptist Church of Trenton, delivered the invocation and Chairman Gray led the pledge of allegiance.

### **Special Recognition**

The Board honored and recognized Mrs. Alice White, on celebrating her *100<sup>th</sup> Birthday*. Family and friends were present as well. Chairman Gray read the proclamation, as follows, for the record.

#### **A PROCLAMATION HONORING MRS. ALICE WHITE IN CELEBRATION OF HER 100<sup>th</sup> BIRTHDAY**

*WHEREAS, MRS. ALICE WHITE, recently celebrated her 100<sup>th</sup> Birthday; and*

*WHEREAS, Mrs. Alice White, has made significant and substantial contributions to the residents of the City of Trenton and Gilchrist County, Florida; and*

*WHEREAS, Mrs. Alice White, has established long lasting and enduring friendships with members of this community; and*

*WHEREAS, Mrs. Alice White, is a cherished and valuable member of this community; and*

*WHEREAS, without her years of tireless dedication and service to the community, Gilchrist County would not be the wonderful place to live and work that it is today; and*

*WHEREAS, in the opinion of the Board of County Commissioners of Gilchrist County, Florida, Mrs. Alice White, is deserving of special tribute and recognition;*

**NOW THEREFORE, BE IT PROCLAIMED BY THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA AS FOLLOWS:**

1. *Mrs. Alice White is hereby honored and congratulated by the Board in recognition of her 100<sup>th</sup> Birthday, and thanked for her years of service to this community.*

2. *The Board, through this proclamation, hereby extends special recognition to Mrs. Alice White.*

3. *The Board directs that a copy of this proclamation shall be spread upon the minutes of the Board as a permanent record of this special tribute, and a copy of this proclamation shall be hereafter immediately published in the Gilchrist County Journal newspaper in recognition and in honor of this individual.*

**At this time, the Commissioners took a picture with Mrs. White, signed the proclamation and presented it to Mrs. White.**

**Agenda**

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

- 1. Addition: **General Government**; Presentation by Paul Stresing on Boardroom and Library
- 2. Addition: **Road Department**; Approval of Pay Request #6, in the amount of \$127,161.65, for Coleman Construction
- 3. Addition: **EMS/Fire**; Permission for Division Chief Hope to drive County vehicle home

Mr. Todd Newton, Clerk of Court, presented the following change(s):

- 1. Addition: Discussion on the Road Departments Budget

***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**

Regular Meeting ..... December 08, 2014

**Approval of Bills**

On file in Clerk's Office ..... February 2015

### **Request for Payment Approval**

Dixie County Sheriff's Office  
 Inmate Housing for January 2015 ..... \$9,916.00

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

### **Public Participation**

- Mr. David Gilliam addressed the Board and requested use of the EOC property for a 24 hour American Radio Relay League (ARRL) Field Day, to be held on June 27<sup>th</sup> & 28<sup>th</sup>. Mr. Gilliam distributed an information sheet, for the Boards information. Discussion took place.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve the request for the use of the EOC property for a 24 hour American Radio Relay League (ARRL) Field Day, to be held on June 27<sup>th</sup> & 28<sup>th</sup>. Motion carried unanimously.*

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

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

#### Veteran Services

- Overnight Travel Request: Mr. Crosby presented a request, for the Boards' approval, for overnight travel to allow Mr. Jim Mash, Veteran Service Officer, to attend the County Veteran Service Officer Association Conference in May. The cost will be approximately \$900.00 and this is a budgeted item.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve overnight travel for VSO, Jim Mash, to attend Annual CVSOA Training Conference, May 3-7, 2015, in Safety Harbor, Florida; approximate cost of \$900.00, funds are budgeted. Motion carried unanimously.*

#### TDC

- Report on "The 47<sup>th</sup> Annual RV & Camping Show": Ms. Donna Creamer, representing the Gilchrist County TDC, addressed the Board and updated them on a successful trip to Chicago, for RV show. She also had an additional handout with more information.

#### General Government

- Rate for TODS: Mr. Crosby discussed the rates, for the application only, for Tourist Oriented Directional Signs.

Mr. Crosby requested the Boards' approval for a rate of \$100.00, for a permit fee (which would go to the County for the processing of this application). All other expenses/additional costs to be paid by the customer. The total cost of a TODS would include the application fee, plus the signage, plus the installation of the signage. Discussion took place.

***Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve the \$100.00 permit fee (application process fee for TODS and any additional costs to be paid by the applicant). Motion carried unanimously.***

### Agenda Changes

#### General Government Architectural Updates

- Boardroom: Mr. Paul Stresing updated the Board on the architectural status of the roof on the Boardroom. The hole has been repaired and estimates were given to replace the roof with shingles or metal roofing; and abatement of the asbestos shingles. Costs were estimated not to exceed \$40,000.00 depending on direction taken. He indicated that the leak being patched gave some time to determine intended direction. Discussion took place.

Mr. Paul Stresing stated that he will have to retain the services of a structural engineer to have a structural analysis performed to determine structural needs prior to reroofing. Mr. Stresing will then prepare options/costs, for the Boards consideration, allowing time to consider those costs to be included in the budgeting process.

***Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to direct Mr. Stresing and consultants to move forward with having a structural analysis performed to determine structural needs prior to reroofing. Motion carried unanimously.***

- Library: Mr. Stresing informed the Board that he will be meeting with the Library User Group, in the next two (2) weeks, to review the grant and determine the best possible use/projects of the grant funds.

#### Road Department

- Coleman Construction: Mr. Crosby presented, for the Boards' approval, Pay Request #6, from Coleman Construction, in the amount of \$127,161.65, for the CDBG project SE 79<sup>th</sup> Lane. He recommended withholding a 10% retainage (\$14,049.08) until final work is complete. This recommendation has also been approved by CHW, Project Engineer. Discussion took place.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve Pay Request #6, in the amount of \$127,161.65, to Coleman Construction, for the SE 79<sup>th</sup> Lane CDBG project. Motion carried unanimously.***

EMS/Fire

- County Vehicle: Mr. Crosby requested, for the Boards approval, that Division Chief Hope be allowed to drive County vehicle home. Discussion took place.

Commissioner Kenrick Thomas made a motion to deny the request, at this time, due to budgetary constraints.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Marion Poitevint, DENYING request for Division Chief Hope to be allowed to drive County vehicle home. Motion carried unanimously.***

FYI

- Colt's Station: Mr. Crosby stated that he received confirmation of start date, for the field work, on the UST/AST removal, at the Colt Station. It is scheduled to begin the 2<sup>nd</sup> week of April.

**Attorney's Report**

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

"No Wake" Ordinance: For informational purposes, Mr. Lang stated that he has spoken to Dixie County Administrator, Mike Cassidy, in regard to the "No Wake" Ordinance. He stated that theirs is a little different than ours because ours includes Columbia and Suwannee, as well as Dixie, counties, yet they were on board with supporting the ordinance, if we were to get it to pass, with one concern of no maps being attached. Mr. Lang stated that there are no maps to go along with the ordinance due to the fact of discussion whether to use GPS coordinates or actually doing a map. He went to Chris Ruggles and he was able to identify and pin point all the locations referenced and scale it to the footages that were agreed upon, and created seven maps. Mr. Lang stated that he forwarded maps to Mr. Cassidy in Dixie County and believes that they will adopt our ordinance, as presented, with maps.

Upon their approval and support of the "No Wake" Ordinance, these documents will then be forwarded to the FWC, for their consideration and approval and then brought back to the Board for final consideration and approval.

**Clerk's Report**

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

Budget Recap: For the Boards' information, Mr. Newton presented and discussed the Budget Recap for Fiscal Year 2015, for the Period Ending February 25, 2015.

Agenda Change; Road Department: Mr. Newton stated that Mr. Billy Cannon, Road Department Superintendent, had come to him and asked if he was to hire for the new truck driver position that was approved, in light of the challenges that we are getting ready to face in the next budget year, would it be likely that that person would have to be laid off, in the beginning of the next budget year. Mr. Newton stated that he couldn't give him an exact answer but told him what the numbers kind of speak to.

Mr. Cannon decided not to hire for the new truck driver position due to budgetary reasons.

**Mr. Newton, as well as the Board, appreciated him taking a look at that and thanked Mr. Cannon for his understanding the challenges that we are facing.**

Tax Deed Applications: Mr. Newton presented, for the Boards' consideration and payment approval, the following Tax Deed Applications, as follows:

	<u>Total Fees</u>
Certificate #2012-274 Application #140047 Tax Deed File #15-0002-TD	\$504.61
Certificate #2011-310 Application #140052 Tax Deed File #15-0003-TD	\$540.58
Certificate #341.0000 Application #140049 Tax Deed File #15-0004-TD	\$788.28
Certificate #846.0000 Application #140051 Tax Deed File #15-0005-TD	\$595.50
Certificate #109.0000 Application #140046 Tax Deed File #15-0009-TD	\$424.75

*Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Marion Poitevint, to approve payment of the Tax Deed Applications, as presented. Motion carried unanimously.*

Space Sharing Agreement with State of Florida, Department of Health (WIC Building): Mr. Newton presented the Space Sharing Agreement with the State of Florida, Department of Health, for the WIC Building. He stated that there is one change in the *beginning of the term*.

Mr. Newton pointed out a change to be considered on page 2 of the agreement, under 3 (b), it reflects the term beginning on February 25, 2015. He is requesting that the term begin on March 1, 2015, as discussed with the DOH. Mr. Newton then requested the Board's approval for the new lease, subject to Mr. Lang's approval, there is the slight chance of having to change it to February 1<sup>st</sup> if we can't get it worked out with the University of Florida.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve lease with DOH for the WIC Office Space, subject to change in the beginning of the term and the approval of the County Attorney. Motion carried unanimously.*

Discrepancy on Quote for Kiosk: Mr. Newton addressed, for the Boards' information, the issue of there being a little bit of a discrepancy on the quote from OFAB, Inc., on the annual recurring cost, for the purchase of four (4) Kiosks to be placed throughout the county that was presented by the Gilchrist County Sheriff's Office.

Mr. Newton stated that this cost wasn't actually discussed but wanted to make the Board aware of it and sees no reason not to move forward with this purchase.

FDLE; Certificate of Acceptance: Mr. Newton presented, for the Boards' approval and Chairman's signature, the FDLE Certificate of Acceptance, for JAG, in the amount of \$1,101.00, for EXPLORER PROGRAM.

*Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to the Certificate of Acceptance for the FDLE JAG, in the amount of \$1,101.00, for the EXPLORER PROGRAM. Motion carried unanimously.*

Chamber of Commerce Building Lease Agreement: Mr. Newton presented the Commercial Lease Agreement for the Chamber of Commerce Building, for the Boards' ratification, due to the lease expiring with on September 30, 2014, with the right to renew the lease for three (3) additional 1-year terms (provided that notice of such renewal is provided to the Lessor no later than sixty (60) days prior to the date the lease would have otherwise terminated. Discussion took place.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve the continuation of lease with the Gilchrist County Chamber of Commerce. Motion carried unanimously.*

### Commissioners Reports

- Commissioner D. Ray Harrison, Jr., requested that all organizations that receive County funds submit a real financial statement/report with their budget requests; if not it will be considered an incomplete budget request

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Marion Poitevint, to require a financial statement from any/all organizations that receive County funds. Motion carried unanimously.*

- Commissioner Kenrick Thomas updated the Board on his meeting with FDOT regarding SR 47

**The Board asked Mr. Cannon to look at the intersection of SR 47 / CR 340 and make recommendations.**

**The Board directed Mr. Crosby to request \$140,000.00 from FDOT for improvements at the intersection of SR 47 & CR 340 and SR 47 & CR 232; if approved, ask Mills Engineering to make recommendations on the two intersections**

- Commissioner Todd Gray requested that we look at the Board meeting schedule with the consideration of changing meeting days from the first and third Monday to the second and fourth Mondays; this request will be considered at a later date
- Commissioner Todd Gray asked if the Rock Report, Animal Control and Library reports could be included as FYI in the agenda packet rather than on the County Administrators Report; it was consensus of the Board for noted reports to be included as part of FYI

**Old Business:** None noted.

**New Business:** None noted.

**Public Participation**

- Mr. Ray Rauscher questioned the fencing at the Cruse Center and whether it is an unnecessary expense
- Mr. Rauscher asked about the placement of the 10 Commandments Monument

**Adjourn**

With there being no further business... a *Motion was made by Commissioner Sharon A. Langford, seconded by Commissioner Kenrick Thomas, to adjourn. Motion carried unanimously.* Chairman Gray adjourned the meeting at **3:53 p.m.**

*Board of County Commissioners  
Gilchrist County, Florida*

*Attest:*

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

*Approved:*

\_\_\_\_\_  
*Todd Gray, Chairman*