

MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD APRIL 20, 2015

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, April 20, 2015**, 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.</i>
<i>District III</i>	<i>Commissioner Todd Gray, Chairman</i>
<i>District IV</i>	<i>Commissioner Marion Poitevint</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 Roberts, Deputy Clerk/Finance; David Lang, County Attorney; Bobby Crosby, County Administrator; John Ayers, Gilchrist County Journal; David Peaton, Director of Emergency Management; Billy Cannon, Road Department Superintendent; Jordan Green, Bill Henderson, Jamie Driggers, and Elugardo Perez, FDOT; Ray & Jane Rauscher; Jean Wonsler; Frank Ritter; and Katherine LaBarca.

Call to Order

Chairman Todd Gray, called the meeting to order at 4:00 p.m. Mr. Todd Newton, Clerk of Court, delivered the invocation and Commissioner Marion Poitevint, led the pledge of allegiance.

Agenda

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

1. Addition: **Road Department**; Jordan Green with FDOT to discuss SCOP & SCRAP 5 year Tentative plan
2. Addition: *"Thank You"* presentation to Jordan Green, FDOT
3. Addition: Tower Rental at 232 Tower

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

1. Addition: Lane Escheated Property Application

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 February 2, 2015

Approval of Payment Requests

Dixie County Sheriff's Office

Inmate Housing Invoice, March 2015 \$10,767.00

Mills Engineering Company

Invoice 2015013, W/R GCR 334 from GCR 307 \$5,758.75

Invoice 2015014, W/R GCR 334a \$2,265.00

Invoice 2015016, GC Air Curtain Incineration \$1,235.00

Barbara Merritt, Tax Collector

Postage Reimbursement for 2014 Reminder Tax Statements ... \$801.60

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve the Consent Agenda, as presented. Motion carried unanimously.

Presentation of Service Award

At this time, the Board presented a Service Award to Mr. Frank Ritter upon his retirement after eight years of service to Gilchrist County and our residents.

Public Participation

Elmer Lane; 826 SW 4th Avenue, Trenton Florida: Mr. Elmer Lane addressed the Board regarding his parent's property that has escheated to the County. Mr. Todd Newton, Clerk of Court, stated that pursuant to the statute, Mr. Lane has turned in all the information required and payment in full, \$9,907.08 has been received as well. Mr. Newton recommended that the Board accept payment, in the amount of \$9,907.08, for back taxes on escheated property and approve issuing a *Deed of Conveyance* and *Title*, back to the Lane's. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve issuing a Deed of Conveyance and Title to mobile home, back to L.J. and Marie Lane, based on satisfying application requirements and payment in full for back taxes, in the amount of \$9,907.08. Motion carried unanimously.

Jean Wonser; SR 47 North of Trenton, Florida: Ms. Wonser addressed the Board and brought to their attention that the North Florida Holsteins property Sec 3 & 4 (north side of CR 232) Waccasassa Flats, designated Silviculture/A6/Code Violation, remains in violation.

Ms. Wonser requested that the Board of County Commissioners get on this case and restore the Waccasassa Flats to the designated use. Discussion took place.

The Board suggested that Ms. Wonser fill out a Code Enforcement Complaint Form and that they will follow procedures to satisfy the complaint filed.

County Administrator's Report

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

Agenda Change(s)

Road Department

- **SCRAP and SCOP**: Mr. Jordan Green, FDOT Lake City Office, discussed the current FDOT Project Schedule, including SCRAP and SCOP. He recommended putting SW 85th Lane Bridge (Bell Springs Basin) on the priority list. He informed the Board that they have completed the traffic study for major intersections and will request funding for 6-8 locations to add turn lanes. Discussion only; no Board action needed at this time.

At this time, the Commissioners took time to present Mr. Jordan Green with a token of appreciation for his time, efforts and service to helping Gilchrist County.

Moving on...

Road Department

- **Coleman Construction Final Payment**: Mr. Crosby presented, for the Boards' approval, Pay Request #7, FINAL PAYMENT, for the CDBG project, SE 79th Lane, to Coleman Construction, in the amount of \$57,970.58. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford to approve Pay Request #7, FINAL PAYMENT, for the CDBG project, SE 79th Lane, to Coleman Construction, in the amount of \$57,970.58. Motion carried unanimously.

- **Bridge Inspection Report**: Mr. Crosby provided, as an additional handout, a copy of the Bridge Inspection Report to each of the board members regarding the bridge at SW 85th Lane, Bell Springs Basin. He stated that the reason that this report is not included as part of the agenda packet is that it is not intended for public record/information due to the fact that it is protected by Homeland Security. Mr. Crosby and Mr. Billy Cannon, Road Department Superintendent, discussed the bridge issues. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford to add the bridge at SW 85th Lane to top of priority list being submitted to FDOT. Motion carried unanimously.

Emergency Management

- 2015 LMS BID Results: Mr. David Peaton, Director of Emergency Management, presented the bid results on the RFP for the Local Mitigation Strategy Plan. The Emergency Response Educators and Consultants, LLC were the only company to submit an RFP for the LMS Plan, in the amount of \$19,480.00.

It was Mr. Peaton's recommendation that the bid be awarded to Emergency Response Educators and Consultants, LLC for the updating of the Gilchrist County Local Mitigation Strategy Plan. He stated that funding for this project will come from two grants; \$12,308 from State Homeland Security Grant and \$7,172 from Emergency Management Assistant Grant. This project is completely grant funded; there is no match required by the County.

The update to the LMS Plan is required in order for Gilchrist County to remain eligible for future Hazard Mitigation and Disaster Recovery Funds. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr. seconded by Commissioner Kenrick Thomas, to award/approve the bid for the 2015 LMS Plan to Emergency Response Educators and Consultants, LLC, in the amount of \$19,480.00; \$12,308 from State Homeland Security Grant and \$7,172 from Emergency Management Assistant Grant (this project is completely grant funded; there is no match required by the County). Motion carried unanimously.

Solid Waste

- Property Transfer: Mr. Crosby presented a request to transfer a loader from Solid Waste to Road Department. This request is to correct a property transfer that was presented on April 6th.

From Solid Waste (Bell) To Road Department (Bell); County ID#2451, Caterpillar Loader, IT24F, Serial # 4NN01396, \$71,000.00

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve the request for Property Transfer, as presented. Motion carried unanimously.

- Reversal of Property Transfer: Mr. Crosby presented a request to correct the Property Transfer approved 4/6/2015 of a loader from Solid Waste to Road Department. He stated that the actual Property Transfer request to be approved is as follows:

From Road Department (Bell) To Solid Waste (Bell); County ID#2730, John Deere, 444J, Serial #DW4447Z598389, \$81,500.00

Justification: moved to Road Department in error; returning to proper department/inventory

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Marion Poitevint, to approve Property Transfer Request, as presented. Motion carried unanimously.

Community Development

- Farm to Family Event Permit: Mr. Crosby presented, for the Boards' approval, a request for a Special Event Permit. Mr. Don Applebaum, on behalf of Farm to Family, submitted an application for an SEP, for a music festival and camping event to take place on May 28, 29, 30 & 31, 2015, at Ellie Ray's. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Marion Poitevint, to approve the request for a Special Event Permit for a Farm to Family Event to be held May 28-31, 2015, at Ellie Ray's. Motion carried unanimously.

Economic Advisory Committee: Mr. Crosby presented, as submitted by Ms. Diane Clifton, a report of the North Florida Economic Development Partnership (NFEDP) March 25, 2015, Board Meeting. Informational purposes only.

Tourist Development Council: Mr. Crosby addressed the issue of ratifying the new officers and new members to the TDC. He requested the Boards' approval on the TDC's appointment of Mr. D. Ray Harrison, Jr. as Chairman, Ms. Kim Davis of Blue Springs, as Vice Chair and addition of new member, Mr. Dan Cavanah, representing Otter Springs/ForVets.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to ratify the approval of TDC's appointment of Mr. D. Ray Harrison, Jr. as Chairman, Ms. Kim Davis of Blue Springs, as Vice Chair and addition of new member, Mr. Dan Cavanah, representing Otter Springs/ForVets. Motion carried unanimously.

FYI: Mr. Crosby presented the following documents, for informational purposes only:

- Letter from Levy County Commissioners re: donation of one surplus patient module to Gilchrist County
- Monthly Reports; Road Department and Animal Control and Library

Agenda Change; General Government

- Tower Rental at 232: Mr. Crosby addressed tower rental on the tower located on CR 232. He stated that the County does not own this tower and we originally rented tower space from United States Cellular, for a twenty (20) year term, for \$1.00 a year. It has since sold to a company called Crown Castle. They have recently contacted Mr. Crosby about redoing the lease and renegotiating term and rental fee. At that time, Crown Castle sent an email to Mr. Crosby stating that they want to increase our rent from \$1.00/year to \$925.00/month, which equals \$11,100.00/year; currently our public service equipment is located on this tower. Discussion took place.

The Board asked Mr. Crosby to get cost on all options and bring back for further consideration.

Attorney's Report

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

Volvo Equipment Buyback Agreements: Mr. Lang presented some proposed Volvo Buyback Agreements, for the Boards consideration. He stated that he has reviewed all the agreements and appear to be inform. Mr. Billy Cannon, Road Department Superintendent, as well as a representative from the Volvo distributor company, were present for discussion. Discussion took place.

Mr. Jesse Roberts, Flagler Construction Equipment, Lake City, Florida, explained the Buyback Agreements.

Each of the buyback agreements were presented for the Boards approval, as follows:

- Volvo Equipment Buyback Agreement for new Volvo G930B Motor Grader, Serial Number VCEG930BKOS575121, in the amount of \$89,000.00

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve the Buyback Agreement for the new Volvo G930B Motor Grader, Serial Number VCEG930BKOS575121, in the amount of \$89,000.00. Motion carried unanimously.

- Volvo Equipment Buyback Agreement for new Volvo G930B Motor Grader, Serial Number VCEG930BKOS575064, in the amount of \$89,000.00

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Marion Poitevint to approve the Buyback Agreement for the new Volvo G930B Motor Grader, Serial Number VCEG930BKOS575064, in the amount of \$89,000.00. Motion carried unanimously.

- Volvo Equipment Buyback Agreement for new Volvo G930B Motor Grader, Serial Number VCEG930BKOS575094, in the amount of \$89,000.00

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Marion Poitevint, to approve the buyback Agreement for the new Volvo G930B Motor Grader, Serial Number VCEG930BKOS575094, in the amount of \$89,000.00. Motion carried unanimously.

- Volvo Equipment Buyback Agreement for new Volvo G930B Motor Grader, Serial Number VCEG930BKOS576140, in the amount of \$100,000.00

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve the Buyback Agreement for the new Volvo G930B Motor Grader, Serial Number VCEG930BKOS576140, in the amount of \$100,000.00. Motion carried unanimously.

Mr. Newton pointed out the agreements reflected 7500 hours per calendar year; Mr. Roberts stated that Flagler will revise contracts to reflect 7500 hours total, not calendar year.

For Information Only: Mr. Lang discussed the following issues, for informational purposes only:

- Idle Speed Boating Restrictions based on flood levels (FWC)
- Notice of FWC Public Workshop for Boating Restricted Areas on April 28, 2015
- Discussed "Reverter" contained in Deed to Gilchrist County, Florida

Clerk's Report

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

Bid Results: Mr. Newton presented the bid results, for a loan, in the amount of \$276,000.00, for EMS Equipment/Re-chassis, as follows:

Ameris Bank	4 years fixed rate 2.14%
Capital City Bank	4 years fixed rate 1.99%
Drummond Community Bank	No Bid
Lafayette State Bank	No Bid

Mr. Newton recommended that the Board approve and award Capital City Bank the low bid at a 4 year fixed rate 1.99%, loan for the EMS Equipment/Re-chassis, in the amount of \$276,767.00.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Marion Poitevint, to approve the bid and award Capital City Bank, with low bid, at a 4 year fixed rate 1.99%, loan for the EMS Equipment/Re-chassis, in the amount of \$276,767.00. Motion carried unanimously.

TROY & BANKS: Mr. Newton addressed the issue of the County contracting with TROY & BANKS to work as a consultant for the county to try and find any cost savings with our communications companies. So far they have found a savings with Windstream, in the amount of \$10,025.41 has been credited. This does not go back in to General but it does help our emergency departments.

Draft letter To the Residents and Taxpayers of Gilchrist County: Mr. Newton presented a draft letter/article, for the Boards' consideration, to be published in the Gilchrist County Journal, informing the Citizens of Gilchrist County, on budget issues. The article is as follows:

To the Residents and Taxpayers of Gilchrist County:

There has been much talk and reporting on the projected shortfall with the County budget. In an effort to be fully transparent with those that fund the county government (taxpayers), the Gilchrist county Board of County Commissioners is providing this summary to help answer any questions or concerns you may have.

How is the Gilchrist County government funded, and what is the money used for?

Gilchrist County is funded through a variety of sources. Almost half of our funding is through state revenue sharing and sales taxes, while over a quarter of our revenues are provided through property taxes. The remainder of money needed to fund County government is through user fees. The County funds are used to fund everything from public safety, (Law Enforcement, Fire, Emergency Medical Services, and Emergency Management), roads and bridges, solid waste management, libraries, animal control, public recreation, County government, etc. There are many services that counties are required, by Florida Statutes, to provide to its citizens.

Why is Gilchrist County having a financial shortfall?

Property values have dropped 14% over the past eight years. In an effort to keep property taxes low, the millage rate has remained the same during this period of time (slight increase last year), which means the County has had declining revenue to provide all of the services that it offers. This has resulted in almost \$5 million dollars staying in taxpayers' pockets over this period of time. The level of services provided by Gilchrist County have not been lowered during this same period of time, therefore the spending has outpaced the revenue.

Does the County have a reserve fund, and what is this for?

Yes, and the reserve fund has been eroding slowly over the past 4-5 years due to the declining property values, unfunded state and federal mandates, and declining state revenue sharing dollars. The reserve fund is carried year to year to cover the shortfall between the time ad valorem tax notices are mailed, and the time tax payments are made (October-December). Another reason a reserve fund is required, is to have funds available in case of a catastrophic event that could financially impact our County (i.e. flood, hurricane, economic recession, 9/11). It takes a very long time to resolve a claim with FEMA, and in many cases, they do not reimburse costs that the County is required to pay in the case of a natural disaster.

How will the County improve its financial condition?

There are many ways to improve our current financial condition. The County can cut expenses (potential reduction in services), and we can increase revenues that the County has control of (i.e. millage rates, user fees). Due to the amount of shortfall projected, all options will need to be considered. We have already begun budget discussions well ahead of the normal scheduled time. We do not have the final solution yet, but all departments, constitutional offices, and the public will be a part of these discussions. We will also be holding workshops leading up to our final budget approval in September of this year. Given the challenges facing us today we are seeing things that offer encouragement for the future of our County and we are proactively pursuing opportunities that can encourage growth and prosperity for our County. While the future looks bright, we must make responsible decisions with your money today, not relying on things that have yet to become reality.

The County Commissioners approve the County budget each year based upon financial input from our Clerk of Court, and meetings with each County Departments and constitutional officers (Sheriff, Tax Collector, Property Appraiser, Clerk of Court, and Supervisor of Elections). The commission is committed to working with everyone for a

solution that will allow us to meet the needs of our community, while minimizing the impact to our property taxes. This will be a challenging task, and sacrifices will have to be made for the good of the county.

*Respectfully yours,
The Gilchrist County Commission*

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Marion Poitevint, to approve and submit the proposed “Citizen Letter” for publication in the Gilchrist County Journal, regarding budgets, in next week’s paper. Motion carried unanimously.

Letter of Facts: Mr. Crosby stated that he was asked to draft an article addressing *Letter of Facts on \$600,000 Tax Exemption*, to the paper this week as well. **They recommended submitting this article as well.**

Commissioners Reports

- Commissioner D. Ray Harrison, Jr. presented a request to have the speed limit reduced in front of Cherry Sink Church. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve changing ordinance to reflect 45 mph speed limit on GCR 334A in front of Bethel Baptist Church and GCR 334 in front of Cherry Sink Church of Christ, 500’ either direction; and direct Mr. Lang, County Attorney to prepare new ordinance. 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 Kenrick Thomas, seconded by Commissioner Marion Poitevint, to adjourn. Motion carried unanimously.*** Chairman Gray adjourned the meeting at **6:25 p.m.**

***Board of County Commissioners
Gilchrist County, Florida***

Attest:

Todd Newton, Clerk of Court

Approved:

Todd Gray, Chairman