

## **MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD JUNE 1, 2015**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, June 1, 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:

<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**

Jacki Johnson, Finance Director; Patty McCagh, Board Secretary/Deputy Clerk; Richard Romans, Deputy Clerk/Finance; 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; Laura Dedenbach, County Planner; Tim Powell, Building Official; Buddy Vickers; Katherine LaBarca; Harold Mikel, Former Florida Forestry Service Director; Ray & Jane Rauscher; Richard & Leslie Esseck; Leon Wyszowski; and Stoney Smith, Hudson Foods.

### **Call to Order**

Chairman Todd Gray, called the meeting to order at 1:56 p.m.

Chairman Gray delivered the invocation and Commissioner Kenrick Thomas, led the pledge of allegiance.

Chairman Gray stated, for the record, that Mr. Todd Newton, Clerk was not in attendance at this meeting due to him having to attend Clerk's Conference.

Ms. Jacki Johnson, Finance Director, will present the Clerk's Report.

### **Agenda**

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

1. Addition: Resolution 2015-17; CAD System Loan from Capital City Bank

***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 19, 2015  
Regular Meeting ..... March 2, 2015

**Approval of Bills**

On file in Clerk’s Office ..... May 2015

**Request for Payment Approval**

SHIP/SREC Reimbursement  
Emergency Repair Client Brenda Wright ..... \$7,500.00

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

**Public Participation**

- Commissioner D. Ray Harrison, Jr., introduced the Manager, Assistant Manager and Pharmacist of the new Walmart coming to Trenton
- Commissioner D. Ray Harrison, Jr. also recognized a visitor, Mr. Harold Mikel, former Florida Forestry Director
- Mr. Robert Arnold, County Resident, addressed the Board and proposed a *Community Float Day*. for their consideration

**The Board recommended that he meet with Ms. Donna Creamer, TDC Staff Representative**

**County Administrator’s Report**

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

**Road Department**

- SW 82<sup>nd</sup> Lane: Mr. Crosby addressed the issue, as requested, concerning SW 82<sup>nd</sup> Lane. He stated that he himself, Mr. Lang, County Attorney, Mr. Billy Cannon, Road Department Superintendent and Commissioner D. Ray Harrison, Jr., met with the citizens off of SW 82<sup>nd</sup> Lane to discuss the possibility of doing an assessment to pave this road; some showed interest, at this time. Discussion took place.

The Board directed the County Administrator, Road Department Superintendent to meet with the County Engineer, Lee Mills to determine a “*best estimate*”, concerning a special assessment, for SW 82<sup>nd</sup> Lane.

#### Emergency Management

- 2015-16 Hazardous Materials Grant: Mr. Crosby presented, for the Boards’ approval, the 2015-16 Hazardous Materials Grant, in the amount of \$1,389.00, and to authorize the Chairman to sign.

Mr. David Peaton, Director of Emergency Management, addressed the Board and explained the grant.

Mr. Crosby stated that this grant has been reviewed and approved by the County Attorney.

***Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Marion Poitevint, to approve the 2015-16 Hazardous Materials Grant, in the amount of \$1,389.00, and to authorize the Chairman to sign. Motion carried unanimously.***

#### Community Development

- Grace Ministry: Mr. Crosby stated that Grace Ministry has completed and finalized the permit requirements on the existing pole barn meeting the County Inspectors approval. With these requirements met and approved, Mr. Crosby requested that funds be released to Grace Ministry. Discussion took place.

***Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve releasing funds to Grace Ministry upon permit requirements, on the existing pole barn, being finalized and approved by the County Building Inspector. Motion carried 4-1, with Commissioner Kenrick Thomas voting NO.***

- NW 20<sup>th</sup> Ave Property: Mr. Crosby was contacted by the Segall Family asking if the County would be interested in obtaining property (1 acre) that they would like to donate; property is located on NW 20<sup>th</sup> Ave. Discussion took place.

***Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to respectfully decline the offer made by the Segall Family, of offering one (1) acre of property located at NW 20<sup>th</sup> Avenue. Motion carried unanimously.***

#### General Government

- Ellie Ray’s CDBG: Mr. Crosby addressed, for discussion and direction from the Board, the issue of the CDBG Grant Application regarding the Ellie Ray’s Road Project. He stated that after Mr. Billy Cannon, Road Department Superintendent and himself met with Mr. Tom Sturgeon, Owner of Ellie Ray’s, Patrick Howard, DEO and Megan Carter from North Florida Professional Services, they did not feel good about this grant application.

Mr. Crosby stated that it is the recommendation of Mr. Billy Cannon and himself, as well as that of Tom Sturgeon, to write a “*Letter of Withdrawal*” regarding the CDBG Grant Application, for the Ellie Ray’s Road Project and for the Chairman to be authorized to sign. Discussion took place.

***Motion made by Commissioner Sharon A. Langford, seconded by Marion Poitevint, to approve the recommendation of the County Administrator and Staff to withdraw the grant application for the Ellie Ray’s Road Project and to authorize the Chairman to sign a “Letter of Withdrawal” to be forwarded to North Florida Planning Services, the grant writers. Motion carried unanimously.***

### **2:30 p.m. Time Certain**

SUP 04-15: Ms. Laura Dedenbach, County Planner, presented **SUP 04- 15**; A request by Hudson Food Stores, Inc., owner, for a special use permit for neighborhood commercial uses as defined and allowed by Policy I.3.2 of the Comprehensive Plan in an Agriculture-2 land use category on 24 acres located in the northwest quadrant of SR47 and CR 340. (Tax Parcel #07-08-16-0000-0001-0000)

At this time, Mr. David Lang, County Attorney, stated that this is a quasi-judicial hearing and asked if there were any ex parte communications, to be put on the record at this time; Commissioner Todd Gray stated that he has built for this particular property owner before and there’s a potential that he will build again but has no comments at this time.

Mr. Lang asked if anyone has any questions of the quasi-judicial process; none noted. Commissioner Gray will be abstaining from discussion and voting on this matter. The gavel was relinquished to the Vice Chairman, Commissioner Kenrick Thomas.

Ms. Dedenbach proceeded with her presentation of SUP 04-15.

Ms. Dedenbach stated that the proposed use, as conditioned, is consistent with the Comprehensive Plan and Land Development Code.

Ms. Dedenbach recommended approval of the requested Special Use Permit subject to the following conditions: The application for a Special Use Permit by Hudson Food Stores, Inc., for a neighborhood commercial uses (automotive service station and convenience store) in an A-2 land use district is granted subject to the following conditions:

1. The special use permit is hereby granted to allow neighborhood commercial uses, specifically an automotive service station and convenience store, as depicted on the concept plan. Development on the site shall be limited to that shown on the concept plan.
2. An application for preliminary development plan shall be submitted within one year of the approval of the special use permit by the Board of County Commissioners. Failure to submit a preliminary development plan within one year will result in the expiration of the special use permit. The Board of County Commissioners may grant a one-time extension

of the preliminary site plan approval, not to exceed six (6) months, for reasons of hardship. The applicant must file the request for extension with the County prior to June 1, 2016.

3. All applicable development and design requirements of the Gilchrist County Land Development Code are required to be met, including but not limited to, landscaping, screening and buffering, lighting, parking, access to CR 340, specific standards for automotive service stations contained in Section 7.22, visibility standards contained in Section 7.23, and plans for the intersection of SR 47 and CR 340. Access to SR 47 is required to be permitted by FDOT. The storm water management plan is required to be permitted by SRWMD.
4. No development activities may commence on the subject property until a preliminary and final development plan is approved.
5. Any violation of this SUP or conditions thereof, shall cause the revocation of this SUP by the Board of County Commissioners. The Board of County Commissioners shall hold a public hearing on the proposed revocation with the notice of public hearing provided by certified mail to the property owner. Evidence of violation of the SUP may be presented by any person including a resident, the County Code Enforcement Officer, or other County official. Once the SUP has been revoked pursuant to this provision, the owner shall be prohibited from re-applying for a SUP to allow neighborhood commercial uses.

As conditioned the proposed use contained within this special use permit:

1. Is consistent with the Gilchrist County Comprehensive Plan, Land Development Code, and other applicable regulations.
2. Is generally compatible and harmonious with the uses and structures on adjacent and nearby property.
3. Has the necessary public infrastructure available to the site and the requirements of concurrency management have been met. A concurrency reservation is not being given with this special use permit.
4. Has screening and buffers of the dimension, type, and character to maintain the compatibility and harmony with adjacent and nearby properties.

***Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve SUP 04-15, Special Use Permit for neighborhood commercial uses, subject to conditions, as presented and recommended by County Planner.***

Mr. Stoney Smith, Applicant/Owner Hudson Foods, Inc., addressed the Board and commented on the want and need to bring opportunities for fuel and food services, to Gilchrist County.

Vice Chairman Kenrick Thomas called for any further public comments or discussion; none noted. Vice Chairman Thomas then called for the vote. ***Motion carried 4-0.***

Gavel was relinquished back to Chairman Todd Gray. Moving on...

**County Administrator's Report continues...**

General Government

- RFQ for County Engineer: Mr. Crosby brought back and presented a copy of the Request for Qualifications (RFQ), as requested, for County Engineer.

Mr. Crosby stated that, if approved, RFQ's will be released on June 4, 2015, with the submission deadline of July 30, 2015 and then presentations to the Board will be scheduled for August 17, 2015. Discussion took place.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve the RFQ for County Engineer with modifications to score procedure. Motion carried unanimously.*

**Attorney's Report**

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

Resolution 2015-16: Mr. Lang presented Resolution 2015-16, Traffic Signal and Maintenance Agreement, and read the short title as follows, for the record:

**RESOLUTION 2015-16**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA, AUTHORIZING THE COUNTY TO ENTER INTO A TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION; AUTHORIZING THE CHAIR OF THE BOARD TO EXECUTE SUCH AGREEMENT; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE.**

Mr. Lang presented and reviewed the Traffic Signal Maintenance and Compensation Agreement, accompanied by Resolution 2015-16. Discussion took place.

*Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve Resolution 2015-16 and accompanied agreement for Traffic Signal Maintenance and Compensation and to authorize the Chairman to sign. Motion carried unanimously.*

Agenda Change

Resolution 2015-17: Mr. Lang presented Resolution 2015-17, CAD System Loan from Capital City Bank, and read the short title, as follows, for the record:

## RESOLUTION 2015-17

**A RESOLUTION OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS; ACCEPTING A LOAN FROM CAPITAL CITY BANK AND AUTHORIZING THE CLERK OF COURT AND CHAIRMAN TO EXECUTE A PROMISSORY NOTE FOR \$181,000 TO CAPITAL CITY BANK, AND OTHER NECESSARY DOCUMENTS, IN ORDER TO PURCHASE COMPUTER AIDED DISPATCH SOFTWARE AND EQUIPMENT FOR PUBLIC SAFETY**

Mr. Lang stated that he has reviewed loan documents.

*Motion made by Commissioner D. Rau Harrison, Jr., seconded by Commissioner Sharon A. Langford to approve Resolution 2015-17, as presented. Motion carried unanimously.*

### **Clerk's Report**

Mr. Todd Newton, Clerk of Court, was absent from this meeting. Ms. Jacki Johnson, Finance Director, presented the following documents, and/or addressed the following issues, in his absence:

Discussion on selling Surplus Items: Ms. Johnson addressed the issue of Surplus Items. She stated that there are items out there that are surplus to our needs to be disposed of according to the State Laws and County Policy. She also stated that we need to know what's out there and direction from the Board will be needed on how to dispose of the surplus items. Discussion took place.

**The Board directed the County Administrator to bring back a list of items that should be surplus and disposed of according to State law and County Policy, for determination of method of disposal (i.e.: auction, local sale, etc.)**

Budget Recap: Ms. Johnson presented and discussed the Budget Recap for Fiscal Year 2015, for the Period Ending May 18, 2015. Discussion took place.

Informational purposes only, no Board Action necessary.

Bid results for Sale of County Owned Properties: Ms. Johnson presented the bid results for the *Sale of County Owned Properties*. There was only one (1) bid received; bid received was on Parcel No. 16-10-15-0048-0036-0070, from Ronald E. Parrish, in the amount of \$6,050.00, for the property located at 117 SW 3<sup>rd</sup> Avenue, Trenton, Florida, 32693.

Ms. Johnson stated that a certified check of 5% of the bid amount was submitted.

Ms. Johnson also stated that it is the recommendation of the Clerk, Todd Newton, that the *List of County Owned Properties* be placed on the Clerk's website, same area as the *List of Lands Available for Sale*, for additional advertisement. Discussion took place.

Chairman Gray called for a motion.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve/accept the bid received from Ronald E. Parrish, in the amount of \$6,050.00, for the property located at 117 SW 3<sup>rd</sup> Avenue, Trenton, Florida, 32693; Parcel #16-10-15-0048-0036-0070; and to approve the request to place a List of County Owned Properties on the Clerk's website alongside the List of Lands for Sale. Motion carried unanimously.*

### **Commissioners Reports**

- Commissioner Marion Poitevint reported on how nice Hart Springs is
- Commissioner D. Ray Harrison, Jr., requested that the rope swing at the Hart Springs Boat ramp and any other County owned boat ramps be removed

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve the request that ALL rope swings be removed from ALL County owned Boat Ramps. 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 Sharon A. Langford, seconded by Commissioner Marion Poitevint, to adjourn. Motion carried unanimously.* Chairman Gray adjourned the meeting at **3:11 p.m.**

*Board of County Commissioners  
Gilchrist County, Florida*

**Attest:**

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

**Approved:**

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