

MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD OCTOBER 5, 2015

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, October 5, 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

Todd Newton, Clerk of Court; Richard Roman, Finance Director; Patty McCagh, Board Secretary/Deputy Clerk; David Lang, County Attorney; Bobby Crosby, County Administrator; Terri Hilliard, Administrative Assistant; Carrie Mizell, Gilchrist County Journal; Sarah Eastman, Deputy Clerk/Finance; Billy Cannon, Road Department Superintendent; Laura Dedenbach, County planner; Tammy Moore, Human Resources; Connie Sanchez, Supervisor of Elections; Damon Leggett, Property Appraiser; Barbara Merritt, Tax Collector; Lt. Jeff Manning, GCSO; Lindsey Lander, GC HR Legal Counsel; Becky Williams, North Gilchrist Beacon; Megan Carter, NFPS; Grant Rish, Debra Preble, Rob Preble and Ralph W. Cellon, Jr., Preble-Rish; Ray & Jane Rauscher; Anderson's Outdoor Adventures; Richard and Leslie Esseck; Anita Howard; Haven Hospice; Katherine LaBarca; Jean Wonser; Frank Darabi; Lee Mills, Mills Engineering Company; Steve Gladin; and Greg Lang, Michael Tibble and Wes Markham, Mittauer & Associates, Inc.

Call to Order

Chairman Todd Gray, called the meeting to order at 2:00 p.m. Lt. Jeff Manning, GCSO, delivered the invocation and Commissioner Sharon A. Langford, led the pledge of allegiance.

Agenda

Chairman Gray called for any Agenda Changes.

There were NO Agenda Changes presented.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve the Agenda, as presented, with NO changes. Motion carried unanimously.

Consent Agenda

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

Approval of Minutes

Regular Meeting June 01, 2015

Approval of Bills

On file in Clerk's Office September 2015

Approval of Payment Requests

Dixie County Sheriff s Office
 Inmate Housing Invoice, August 2015 \$9,805.00

Suwannee River Economic Council, Inc.
 SHIP Home Owner Occupied Rehab Reimbursement \$9,209.24

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

Public Participation

Mr. Nick Angosto, citizen residing at 9689 SW 62nd Court, Trenton, addressed the Board and inquired about the possibility of having SW 62nd Court paved. Discussion took place.

The Board recommended that Mr. Angosto meet with the County Administrator to get more information (the procedure) regarding his request to have SW 62nd Court paved.

County Administrator’s Report

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

Constitutional Officers/Insurance Committee: Mr. Crosby presented an update, on the meeting held by the Insurance Committee, as follows:

- *After the last BOCC meeting the Board instructed the Insurance Committee to review the policy that would take effect after 9/30/2015. The Insurance Committee met on 9/23/2015 and discussed the new policy. The previous recommendation of the Committee was not easy, but understanding that any time a policy is added or changed that someone would be affected. The Committee felt that based on the economic impact to the County, that the new policy should stand as previously recommended and passed by the BOCC. The Committee agreed that an active employee receiving W-2 Compensation from Gilchrist County for duties performed and receiving active employee benefits should be considered as such. The retiree guidelines and definitions for FRS purposes should not be used for defining benefits for Gilchrist County.*

Mr. Lindsey Lander, County HR Legal Counsel, Insurance Committee Member/Representative, addressed the Board regarding the definition of 'retiree' and advised that the current policy addresses the question asked and that the recommendation is to keep the policy as it has been adopted. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to deny the request of "DROP" employees receiving additional insurance benefits and to keep the policy as it has been adopted.

Road Department

- Unifirst Uniform Company: Mr. Crosby stated that it has come time again for the renewal of the uniform contract, with Cintas, but due to the fact that services have been poorly lately, he has talked to three other companies and obtained quotes from these as well. Mr. Crosby recommended Unifirst Uniform Company to replace Cintas Uniform Company. This change would be a savings of approximately \$1,500.00 annually, on uniforms. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve recommendation for uniform contract with Unifirst Uniform Company. Motion carried unanimously.

2:15 p.m. Time Certain

Anita Howard, Haven Hospice Administrator for Chiefland:

- Haven Hospice is asking the Board to recognize the month of November as the National Hospice Awareness Month for 2015. In 2014 they provided care for over 5,700 members in our 18 county area and over 7,800 families received counseling and bereavement services. Therefore would like the opportunity to recognize Hospice in November of this year and let everyone know about the services that they provide to our communities. Chairman Gray thanked Hospice for all of the service and care that they provide.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon Langford, to approve the request for the Proclamation declaring November 2015 as National Hospice Palliative Care Month for Gilchrist County. Motion carried unanimously.

2:25 p.m. Time Certain

Procedure for Engineering Services Presentations:

- Mr. Crosby explained the procedure for engineering service presentations. At the end of the process, the score sheets will be collected and calculated by Mr. Crosby, Mr. Lang and Mr. Newton. Once the ranking is done, the top three firms will be contacted to negotiate a contract, if for some reason one of the top three fails, we will move to the 4th firm and so on.

Plans are to pick three firms out of the five so that Gilchrist County will have three engineering firms. Mr. Crosby requested that when someone else is presenting, that the others wait out in the lobby until their turn.

2:30 p.m. Darabi & Associates, Inc.

- Mr. Frank Darabi presented his qualifications. Commissioners had the opportunity to ask questions.

After this presentation, Mr. Darabi was informed that his presentation will be ranked once all engineering presentations were completed.

Moving on with agenda...

Clerk's Report

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

Budget Recap: Fiscal Year 2015 for the Period ending September 30, 2015. Mr. Richard Romans, Finance Director, reviewed the budget recap and reported that we are close to balancing. Commissioner Harrison requested that when Mr. Romans sees a deficit coming, that he will let the BOCC know.

December Mid-Month Meeting: Discussion on mid-month meeting date, in December. The BOCC decided to waive the normal 2nd meeting in December. Mr. Newton clarified that the BOCC will meet at usual on December 7th at 2:00 p.m. that will be the only meeting in December unless an emergency arises.

FYI; 2016 Budget Books: Mr. Newton distributed the 2016 Budget Books. After review, he will answer questions.

Commissioners Reports

- Commissioner Marion Poitevint gave an update on the Economic Council meeting. She reported that she got a lot out of that meeting.
- Commissioner D. Ray Harrison, Jr. said Mr. Donny Wilkerson expressed deep appreciation to Billy Cannon and the Sheriff's Department, for their help.

Moving on with Engineering Consultant Services presentations...

2:55 p.m. Mills Engineering Company

- Mr. Lee Mills, Organizer, Owner and President of Mills Engineering Company thanked the BOCC for the opportunity. Mr. Mills gave a presentation of his background and what his company does.

3:20 p.m. Mittauer & Associates, Inc.

- Mr. Greg Lang, P.E., Mr. Mike Tibble, P.E. and Mr. Wes Markham of Mittauer & Associates, Inc., presented what their positions were and the history of the company.

3:45 p.m. North Florida Professional Services

- Mr. Greg Bailey of North Florida Professional Services thanked the BOCC for the opportunity. Gave a presentation of the background of the company including inspections.

4:10 p.m. Preble-Rish, Inc.

- Ms. Debbie Preble with Preble-Rish, Inc. presented their company's information.

Results for Engineering Services Presentations:

- At this time, the Board ranked the five (5) engineering services presentations; the results were as follows:

	<u>RANKING</u>
2:30 p.m. Darabi & Associates, Inc.	(3)
2:55 p.m. Mills Engineering Company	(1)
3:20 p.m. Mittauer & Associates, Inc.	N/A
3:45 p.m. North Florida Professional Services	(2)
4:10 p.m. Preble-Rish, Inc.	(4)

The top three (3) presentations were to be chosen to serve as Engineering Consultants for Gilchrist County BOCC. Once the scoring process was complete, there was a two way "tie" among the top four consultants; Mills Engineering and North Florida Professional Services tied for the top ranking (creating the first and second) while Darabi & Associates, Inc. and Preble-Rish, Inc., tied for the second ranking (creating the third and fourth). Therefore the Board approved choosing the top four (4) engineering consultants to serve Gilchrist County

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Marion Poitevint, to approve the top four firms (as listed) for engineering services. Motion carried unanimously.

4:30 p.m. Time CertainLaura Dedenbach, County Planner, CPA 01-2015

Ms. Dedenbach reported on where we were with the CPA 2015-01 Evaluation and Appraisal Review process. The amendments are primarily to our future land use element. All references to Chapter 9J-5, FAC, have been removed. Chapter 9J-5, FAC, was repealed by the Community Planning Act. Other FS and FAC references have been updated.

The majority of the changes occur within the Future Land Use Element. The original Future Land Use Element was based upon and "urban area" delineation around Trenton, Bell, and Fanning Springs that was contained in the North Central Florida Strategic Regional Policy Plan NCF SRPP). Future Land Uses were separated into Urban and Rural, with the only difference between the two being in the Agricultural land use categories. The policy basis for the adoption of these urban areas has been taken out of the NCF SRPP. Also, there were no objective criteria in the Plan for the determination of urban area and rural area. The Future Land Use Element has been revised to remove the separation between urban uses and rural uses. Agriculture -1 has been added to the list of future land uses under what were the rural policies. The remainder of the objectives and policies has been renumbered accordingly.

Public Comment: Mr. Steve Gladin, Water's Lake resident, said the whole plan needs some housekeeping done and he doesn't think this plan does it. Ms. Dedenbach clarified that the plan hasn't been updated "in its entirety" since 2004. There have been amendments since 2004, particularly the one Mr. Gladin was referencing.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve to bring back amendments to the CPA 01-2015, Evaluation and Appraisal Review to the Comprehensive Plan, at the December 7th meeting. Motion carried unanimously.

County Administrator's Report continues...

General Government

Mr. Crosby requested to provide rentals and concession services at county parks and boat ramps. We will need to advertise by RFP or RFQ. His recommendation at this time is to move forward with an RFQ on qualifications and then work on a contract. At this time strictly asking for permission to write the RFQ, then come back to the BOCC and advertise.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to move forward with the RFQ for concession services at county parks and boat ramps . Motion carried unanimously.

FYI

- **SE 70th Ave & SE 110th St.:** Mr. Crosby met with Gene Parrish of Parrish Land Surveying regarding the right of way. Mr. Parrish stated he may have some of the information from previous surveys. Mr. Parrish will check his file and give an update on what additional work will need to be done to determine the right of way needed.
- **SE 79th Lane:** Mr. Crosby met with Robert Walpole of CHW. Mr. Walpole was going to take a look at the erosion and make a recommendation to solve the problem. Mr. Walpole indicated that he would send drawing and information on the recommended repair.

Old Business/ 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 **5:01 p.m.**

*Board of County Commissioners
Gilchrist County, Florida*

Attest:

Todd Newton, Clerk of Court

Approved:

Todd Gray, Chairman