

MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD MARCH 21, 2016

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, March 21, 2016**, 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; Richard Romans, Finance Director; Patty McCagh, Board Secretary/Deputy Clerk; David Lang, County Attorney; Bobby Crosby, County Administrator; Terri Hilliard, Administrative Assistant; John Ayers, Gilchrist County Journal; Billy Cannon, Road Department Superintendent; Ralph Smith, EM Director; Becky Williams, North Gilchrist Beacon; Katherine LaBarca; Rob Davis, Preble-Rish; and Diane Clifton.

Call to Order

Chairman Todd Gray called the meeting to order at 4:03 p.m. Chairman Gray then delivered the invocation and Commissioner Kenrick Thomas led the pledge of allegiance.

Agenda

The Agenda was presented with NO changes.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve the Agenda, as presented, with no changes. Motion carried unanimously.

Consent Agenda

Approval of Minutes

Budget Workshop	August 04, 2015
Regular Meeting	August 04, 2015
Regular Meeting	August 17, 2015
Budget Workshop	August 25, 2015

Approval Request

EMS Consultants, Ltd.

- Annual Support Agreement
- Inv#10900, Annual Support Multi user Bill \$3,600.00
- Software License Agreement/End-User License Agreement

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

Public Participation: None

Constitutional Officers

Supervisor of Elections

- Ms. Connie Sanchez, Supervisor of Elections, requested that \$13,634.00 out of the amount that was given back to the Board (excessive Funds for 2016), be returned to her to cover the costs of Voter Registration Software Support and License, EVID Station Licenses FEE (Lot 1 and 2), EVID Voter Focus Interface Annual License, and Web Focus/Web Builder Software Annual Fee, all totaling the request of \$13,634.00, due to an oversight. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve the refund to the Supervisor of Elections office, in the amount of \$13,634.00. Motion carried unanimously.

County Administrator's Report

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

Road Department

- **BID Results for Paving SW 82nd Lane:** Mr. Crosby presented the bid results for the paving of SW 82nd Lane, as follows and requested the Boards approval to award/accept the low bid by V.E. Whitehurst 7 Sons:

Name of Company	Amount
Anderson Columbia, Co	\$142,771.07
John C. Hipp Construction	\$82,024.00
V.E. Whitehurst & Sons	\$76,120.50

Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve and award the low bid from V.E. Whitehurst Sons, in the amount of \$76,120.50, for the paving of SW 82nd Lane. Chairman Gray called for any discussion.

Commissioner Harrison asked when we would know the amount owed from each property owner and do we continue move forward with the project not knowing this amount.

Mr. Lang stated the final number would not be known until the project is finished and at that point, a final assessment roll would be done determining the amount owed by property owners. Chairman Gray called for any further discussion, none noted. He then called for the vote. ***Motion carried unanimously.***

Mr. Lang asked the Board, in the interest of time, to consider allowing him to approve the contract once prepared by Mills Engineering, which would save us to two (2) weeks on the project.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to allow the County Attorney to review and approve the contract with V. E. Whitehurst & Sons, in order to save time on the project. Motion carried unanimously.

Emergency Management

- Discussion of upgrade to TracStar System: Mr. Crosby reviewed upgrade to the TracStar System. He stated three (3) quotes were received and the lowest quote was from Sky Base Communications for \$5,155.00, which includes the first annual service agreement. This is funded by the Emergency Management Grant. He stated that the annual maintenance is budgeted and the only additional not budgeted item is the hardware updates.

Chairman Gray stated that he noticed in the quote from TracStar that they are also certified to work on the equipment.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve the quote from TracStar System, through Sky Base, in the amount of \$5,155.00. Motion carried unanimously.

Parks and Recreation

- Seasonal Help: Mr. Crosby requested the Boards' approval to move forward with hiring seasonal help, for Hart Springs, and stated that these positions are budgeted and that this is a normal process for Hart Springs. He also requested to replace the employee at Hart Springs that we recently lost. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve the hiring of seasonal help at Hart Springs, as well as the replacement of the position that was recently vacated at Hart Springs. Motion carried unanimously.

- Shingle Landing Boat Ramp: Mr. Crosby informed the Board on incidents that are taking place at the Shingle Landing Boat Ramp. He stated that he visited the boat ramp and there are some problems with people shoveling the rock and stealing it. They have been spinning in it and making holes 2 feet deep. He stated that what he would like to do is go in, dig it out and put a hard surface back in there. The cost of the material can be funded by the Boat Improvement Grant Fund.

- Mr. Crosby requested approval for the boat ramp to be closed for a minimum of two days possibly three, in order to do maintenance work. Discussion took place.

Mr. Billy Cannon, Road Department Superintendent, explained the procedure to fix the problems and the time needed to do the project.

Mr. Duke Lang, County Attorney, asked if there were any issues with SRWMD. Mr. Crosby's response was no.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to move forward with the repairs to Shingle Landing Boat Ramp, with funding coming from the Boating Improvement Fund; and approving work to be done by the Road Department, allowing them to determine the time/days for boat ramp to be closed while construction is in progress. Motion carried unanimously.

4:15 p.m. Time Certain

Public Hearing – Budget Amendments: Mr. Richard Romans, Finance Director, presented and read the title of the following Resolutions (and Budget Amendments) for the Boards' approval:

- Resolution 2016-06 & BE16-002, amending the Law Enforcement Trust Fund (120), with an increased amount of \$27,200.00 by an unanticipated amount, which has been acquired by forfeited or seized property by the Gilchrist County Sheriff's Office.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve Resolution 2016-06 and BE16-002, in the amount of \$27,200.00. Motion carried unanimously.

- Resolution 2016-07 & BE16-003, amending the General Fund (001), with an increased amount of \$326,764.00, whereas the Florida Department of Transportation has agreed to reimburse Gilchrist County under the Small County Outreach Program (SCOP) for the Bridge Repair / Rehabilitation of the CR 340 Over Rocky Bluff Bridge (Financial Project ID: 433055-1-58-01) the original amount of budget was \$1,216,316; after the adjustment, the total for the project is \$1,543,080

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commission Sharon A. Langford, to approve Resolution 2016-07 and BE16-003, for the Rock Bluff Bridge Project, in the amount of \$326,764.00. Motion carried unanimously.

- Resolution 2016-08 & BE16-004, amending the General Fund (001), with an increased amount of \$289,538.00, whereas the Florida Department of Transportation has agreed to reimburse Gilchrist County under the Small County Outreach Program (SCOP) for the widening and resurfacing of CR 334 from CR 341 to CR 307 (Financial Project ID: 430694-1-58-01) the original amount of budget was \$840,000; after the adjustment, the total for the project is \$1,129,538.

Motion made by Commissioner Sharon A. Langford., seconded by Commission Marion Poitevint, to approve Resolution 2016-08 and BE16-004, in the amount of \$289,538.00, for SCOP Project County Road 334. Motion carried unanimously.

- Resolution 2016-09 & BE16-008, amending the General Fund (001) with a decreased amount of \$284,127; whereas Florida Department of Transportation has agreed to reimburse Gilchrist County under the Small County Outreach Program (SCOP) for the widening and resurfacing of CR 334A from SR 26 to CR 334 (Financial Project ID: 430695-1-58-01) the original amount of budget was \$850,000; after the adjustment, the total will be reduced to the contract amount for the project of \$565,873

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commission Sharon A. Langford, to approve Resolution 2016-09 and BE16-008, in the amount of \$284,127.00, for SCOP Project County Road 334A, with correction to short title. Motion carried unanimously.

- Resolution 2016-10 & BE16-005, amending the General Fund (001), with an increased amount of \$63,068.00, whereas the Florida Department of Transportation has agreed to reimburse Gilchrist County under the Small County Outreach Program (SCOP) for improvements to the intersection of County Road 340 and County Road 232 at State Road 47 (Financial Project ID: 437568-1-54-01) the original amount of budget was \$164,915; after the adjustment, the total for the project is \$227,983.

Motion made by Commissioner Kenrick Thomas, seconded by Commission Marion Poitevint, to approve Resolution 2016-10 and BE16-005, for improvements to the intersection of County Road 340 and County Road 232 at State Road 47, in the amount of \$63,068.00. Motion carried unanimously.

- Resolution 2016-11 & BE16-006, amending the General Fund Budget. This amendment adds expenditures and revenues to the budget for the Small County Outreach Program from the State of Florida that funds the reconstruction of SW 10th Street from CR 341 to SR 49. Reimbursement will come from the Florida Department of Transportation, in the amount of for \$900,000.00.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commission Sharon A. Langford, to approve Resolution 2016-11 and BE16-006, in the amount of \$900,000.00, for SW 10th Street. Motion carried unanimously.

- Resolution 2016-12 & BE16-007, amending the General Fund Budget. This amendment adds expenditures and revenues to the budget for the Small County Outreach Program from the State of Florida that will fund the widening and resurfacing of CR 341 from SR 26 to CR 342. Reimbursement will come from the Florida Department of Transportation, total amount is \$2,504.400.00.

Motion made by Commissioner Sharon A. Langford, seconded by Commission D. Ray Harrison, Jr., to approve Resolution 2016-12 and BE16-007, in the amount of \$2,504.400.00, for resurfacing CR 341. Motion carried unanimously.

County Administrator's Report... continues

General Government

- **Verizon Contract:** Mr. Crosby stated that Verizon has approached us with a contract for the rental of SE 70th Avenue Tower Site (right out of Waccasassa near the Fire Station). It is at the same amount that we approved originally, \$1,800.00 per month. Discussion took place. Mr. Lang stated it was the same contract as the contract on the 129 Tower, but in discussion with the County Administrator, they had not proceeded with the rental payments on the 129 Tower yet. Discussion continued.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commission Sharon A. Langford, to move forward with a 1- year contract, with a down payment of \$3,600.00, which will be applied toward their first two months of rent. Motion carried unanimously.

Attorney's Report

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

Resolution 2016-14: Mr. Lang presented and read the short title to Resolution 2016-14, as follows:

RESOLUTION 2016-14

A RESOLUTION BY THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS REQUESTING THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION AND THE SUWANNEE RIVER WATER MANAGEMENT DISTRICT TO REDUCE PERMIT FEES FOR FISCAL YEAR 2015-2016

Mr. Lang explained that F.S. § 218.075 allows the Florida Department of Environmental Protection and the Suwannee River Water Management District to reduce permit fees for Fiscal Year 2015-2016. He stated that our Per Capita Taxable Value Average is almost half of what the average is around the state and a third of the Ad Valorem amount is exempt.

Motion made by Commissioner Kenrick Thomas, seconded by Commission D. Ray Harrison, Jr., to approve Resolution 2016-14, to request permit fee reductions by DEP and SRWMD. Motion carried unanimously.

Resolution 2016-13: Mr. Lang presented and read the short title to Resolution 2016-13, as follows:

RESOLUTION 2016-13

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA, DESIGNATING THE COUNTY ADMINISTRATOR AS THE PROJECT MANAGER FOR UPCOMING BOATING IMPROVEMENT GRANT CYCLES, INCLUDING THE 2016 CYCLE; AUTHORIZING THE PROJECT MANAGER TO APPLY FOR AND ADMINISTER BOATING IMPROVEMENT GRANTS FOR GILCHRIST COUNTY; AND ESTABLISHING AN EFFECTIVE DATE

Mr. Lang explained the purpose of this resolution and that such a resolution has been utilized and approved in the past. Mr. Crosby stated the criteria on the grant application is scored by points and by having such a resolution gets us additional points, on our application.

Motion made by Commissioner Kenrick Thomas, seconded by Commission Marion Poitevint, to approve Resolution 2016-13, designating the County Administrator as the Project Manager, for upcoming Boating Improvement Grant Cycles. Motion carried unanimously.

Mr. Rob Davis, Preble-Rish, Engineer on this project, gave an update on the Boating Improvement Grant.

Gilchrist County Public Utility Crossing and Right-of-Way Use Agreement: Mr. Lang requested the Boards' approval of the Gilchrist County Public Utility/ROW Agreement, as presented. Mr. Lang also stated he has reviewed and everything is in order. He stated that this is to be used in conjunction with our permits for road crossings by Sabal Trails. They have acquired a million-dollar liability policy. They also agree to assume any risk and to indemnify the County against any loss or damages of personal injury or property that might occur with installing the pipeline. They have already applied for their permit package.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commission Sharon A. Langford, to approve the final version of the Gilchrist County Public Utility/ROW Agreement. Motion carried unanimously.

Bid Preference Law: Mr. Lang said he was asked to do some research on bid preference law, for local residents under the Gilchrist County Code, Section 2-152, raising it from 5% to 10%. His research showed that the State caps that at 5%, so we cannot raise it above 5%. Informational purposes only.

Clerk's Report

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

Canvassing Board Alternate Member: Mr. Newton stated that Ms. Connie Sanchez, Supervisor of Elections, has a question whether the GC Board of County Commissioners had appointed a Canvassing Board Alternate Member. Mr. Newton stated we only appointed a member, with no alternate. At this time, he requested that the Board appoint an Alternate member for the Canvassing Board.

Motion made by Commissioner Sharon A. Langford, seconded by Commission Kenrick Thomas, to approve and appoint Commissioner Marion Poitevint to be the Alternate Member, for the Canvassing Board. Motion carried unanimously.

Escheated Properties: Mr. Newton addressed the issue of the upcoming properties that will be escheating to the County, on March 27th. He also informed the Board of several properties escheating this coming up this year. In May, there will be another twelve parcels escheating to the

County, unless for some reason they are redeemed or someone comes in to purchase, from the List of Lands. Mr. Newton requested to be allowed to put the May properties out for auction/seal bid in June and more in August, totaling 21 parcels. He asked if there was a preference, either live auction or seal bid and if a reserve should be set.

It was consensus of the Board to allow Mr. Newton to prepare a sale by sealed bid, for all parcels in June, and will do it subject to the Board's approval.

Commissioners Reports

- Commissioner Poitevint informed the Board that Two-Way Boat Launch needs some attention (lots of dirt). Billy Cannon said they could do something about that and would bring back the cost, for the project.
- Commissioner Langford has a conflict on June 20th and requested the midmonth meeting in June be changed. She suggested the 27th. The BOCC will consider and bring back for discussion.
- Commissioner Harrison stated he had someone approach him about broken down mobile homes on 79th are being utilized and asked if the Code Enforcement Officer could take a look at it to see if there is a violation.

Old Business:

Mr. Crosby informed the Board that Mr. Cannon said that the track hoe is back and digging rock. He stated that on Thursday morning there would be a meeting with the Hydrologist. In regards to the permit for the pit, we needed to have paid the permit fee by last Friday, it was \$5,000.00 and we did not have the resolution in place. He went ahead and he let us pay the \$100.00 knowing that we would pass the resolution. Progress is now being made; we are not just sitting on it.

New Business: None

Public Participation: None

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 5:15 p.m.

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

Attest:

Todd Newton, Clerk of Court

Todd Gray, Chairman