

MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD APRIL 4, 2016

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, April 4, 2016**, 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 Romans, 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; Billy Cannon, Road Department Superintendent; Donna Creamer; Laura Dedenbach, County Planner; Ralph Smith, EM Director; Everritt Heaton; Greg Bailey, NFPS; Richard & Leslie Esseck; Steve Minnis and Noel Valenstine, SRWMD; Katherine LaBarca; and Shannon Young.

Call to Order

Chairman Todd Gray called the meeting to order at 2:00 p.m. Mr. Everritt Heaton delivered the invocation and Commissioner Marion Poitevint led the pledge of allegiance.

Agenda

Mr. Todd Newton, Clerk of Courts, presented the following Agenda Change(s):

1. Addition: Three (3) Purchase Requests from the Gilchrist County Sheriff's Office

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the Agenda, with noted changes. Motion carried unanimously.

Consent Agenda

Approval of Minutes

Regular Meeting September 03, 2015

Approval Request

Hoffman Construction
Pay Request #3, Library Project \$193,989.24

Art Walker, GCR 334	\$48,427.03
Art Walker, GCR334A	\$63,136.02
North Florida Professional Services	\$47,088.00

Mr. Bobby Crosby, County Administrator stated Art Walker did have a notice of Lien, but it has since been satisfied and Chairman Gray stated the correct amount for Hoffman Construction is \$65,657.70.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve the Consent Agenda, with the change to Hoffman Construction. Motion carried unanimously.

Introduction

At this time, Chairman Gray introduced the new Executive Director of SRWMD, Noel Valenstine. Mr. Valenstine reviewed the vision and goals of partnerships with SRWMD and the community.

County Administrator’s Report

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

Road Department

- SE 64th Street Special Assessment: Mr. Crosby addressed the issue of the Special Assessment paving project for SE 64th Street. He referred to the letter received from Mr. Johnston stating he is willing to pay the first \$15,000.00 up front and then put the next \$15,000.00 on the assessment over 20 years. Mr. Crosby has spoken with Mr. Lang, on this matter. Mr. Crosby will contact the other residents on this road to see if any are interested. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to move forward with discussion on the Special Assessment for SE 64th Street, contacting the other property owners, and if they are not interested, the paving will go up to Mr. Johnston’s property with the understanding he will pay up front \$15,000.00 and finance the balance if the total amount is under \$30,000.00. Motion carried unanimously.

General Government

- Property Located at NW 70th Way: Mr. Crosby stated that he received a letter from Mr. Richard Vincent, President/CEO of Osteopathic Heritage Foundations stating he has roughly 6 acres on NW 70th Way that is adjacent to the Suwannee River and wanted to know if we could make recommendations of a charitable organization it could be donated to, or would the County be interested in accepting this property. Discussion took place.

It was suggested that Mr. Crosby move forward with putting together a list of non-profits and forward it to Mr. Vincent.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to decline the offer of donated property and for the County Administrator to provide a list of non-profit organizations. Motion carried unanimously.

2:15 p.m. Time Certain

Mr. Lang announced that this is a quasi-judicial hearing. He asked if there were any questions or communications before beginning. None noted.

- SUP 03-16, Home Occupation – Nail Salon: Ms. Laura Dedenbach, County Planner requested approval of SUP 03-16, for a home occupation business for a nail salon, in an Agriculture 2 district located at 7219 SE 78th Place, Trenton, FL by the owner, Shannon Young.

Ms. Dedenbach stated that the proposed use is consistent with the Comprehensive Plan and Land Development Code and she recommended approval of the requested Special Use Permit subject to the following conditions:

1. The Special Use Permit is issued to Shannon Young for a home occupation for a nail salon at 7219 SE 78th Place, Trenton, FL, located on Parcel ID 11-10-16-0552-0009-0070. The business shall be conducted in the area of the home as depicted on the site plan sketch. Any alteration of the business location, including to an accessory building on the property, shall require an amendment to the special use permit.
2. The addition of employees living outside the residence shall require an amendment to the special use permit.
3. There will be no signage on the residence or at the driveway indicating that a home occupation is located on the subject property.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve SUP 03-16 in accordance with the recommendation of the County Planner subject to the signage which will come back for final approval. Motion carried unanimously.

2:30 p.m. Time Certain

- TUP 01-06, Ginnie Springs Fireworks Display: Ms. Laura Dedenbach, County Planner requested approval of TUP 01-16. A request by Ginnie Springs Outdoors, LLC for a fireworks display for July 2, 2016, which is located at 7300 and 7600 Ginnie Springs Road. Ms. Dedenbach stated that the applicant has conducted this event for the past 15 years. It is before the Board now because of the changes made last year for a Temporary Use Permit Regulation in the Land Development Code. Ms. Dedenbach recommended approval of the Temporary Use Permit, TUP 01-16. Discussion took place.

There was also discussion regarding possible monies being owed to the GCSO.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve TUP 01-16 contingent upon verification of payment to GCSO having been paid. Motion carried unanimously.

Mr. Lang reviewed proper procedure and ground rules for fireworks displays.

Mr. Crosby stated he just received a text from the Sheriff and the monies in question has been paid in full. Mr. Crosby will get with the GC Sheriff and set up a workshop for future events.

Public Participation. – Mr. Richard Esseck stated the Board needs to act quickly on the workshop.

County Administrator's Report... continues

General Government

- **Property Assessed Clean Energy (PACE)**: Mr. Crosby addressed the issue of PACE Program (Property Assessed Clean Energy). He stated that they help finance home improvements for only certain types of events to make it safer in storms such as, reduce energy used, renewable energy, etc. The County is not responsible for any of the financing or money. The individual would apply to the PACE Program, then the Program would evaluate them for qualification to do certain repairs, and then assessed to the taxes. It is requested that the BOCC move forward with setting up a meeting, which would also involve the Tax Collector and Property Appraiser. Discussion took place.

The Board agreed to set the meeting up.

TDC

- **ScubaNation.com**: Mr. Crosby requested approval to promote and advertise with the ScubaNation.com, Inc. He stated that we have a contract, with a \$1,500.00 fee. They will be doing some filming to be broadcasted. This will come out of the bed tax money. The TDC Board has already approved it. Mr. Lang corrected the contract period to be 4/1/2016 through 10/1/2016. Mr. Lang also noted that they are to promote Gilchrist County, not just High Springs. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the promotions with ScubaNation.com, Inc., with the corrections noted by the Gilchrist County Attorney. Motion carried unanimously.

SHIP

- **LHAP**: Mr. Crosby requested approval of the Local Housing Assistance Program (LHAP) for the years 2016-17, 2017-18 and 2018-19. Mr. Lang has reviewed it. The Board has to update and pass one every three years. It is prepared by the Suwannee River Economic Council for us under our agreement with them. A resolution will need to be passed as well.

The Board agreed to move this item to the second meeting in April with the document to be included.

FYI

- Road Department: Mr. Billy Cannon, Road Superintendent, gave an update on the meeting held on March 17th regarding DEP and Townsend Pit. The good news is it looks like we will not have to do any test wells. Mr. Townsend will get with the Local Farmer and move forward with the study. Everything looks good and they were satisfied. Mr. Crosby reported on the archeology study.
- Hart Springs – Mr. Crosby reported the FRDAP grants were awarded at about \$100,000.00 for Phase II and Phase II projects.
- Update on Library – Mr. Crosby reported that Mrs. Sylvia Hiers is going to take the interim position of Library Manager right now.
- Terri Hilliard's Last Day – Mr. Crosby reported that April 14th will be Terri's last day and Donna Creamer will be taking her place and continuing with the TDC. Commissioner Poitevint asked how Ms. Creamer was picked. Mr. Crosby explained how he chose her and promoted from within. The Board expressed their appreciation for all that she has done.

Attorney's Report

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

Point of Information: Mr. Lang stated he reviewed a House Bill and a Senate Bill, and spoke with the Clerk concerning these issues. Regarding a House Bill that passed recently affects imposition of special assessments that prohibits counties and municipalities from levying special assessments on certain agricultural lands. It will affect us somewhere in the future and in our upcoming budget process. Specifically, Fire assessments. Mr. Newton said it only affects agriculture properties that do not have residences on it. Mr. Newton said it did not affect Solid Waste.

Clerk's Report

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

Budget Recap: Mr. Newton presented a Budget Recap for Fiscal Year 2016 for the Period Ending April 1, 2016, for the Boards' information.

Meeting Dates: Mr. Newton addressed the issue of rescheduling meeting dates for the month of June 2016, in regards to there being three weeks in between the midmonth meeting in May and the first meeting in June.

The Board agreed to set the meeting dates for June 1st at 2:00 p.m. and June 13th at 4:00 p.m. The first meeting in July will be on the 7th at 2:00 p.m. Then the July 18th meeting will be back on the regular schedule.

Directions for the Department Budget Process: Mr. Newton asked if there were any special directions the Board would like to give to Department Heads as we begin the process of the 2016/2017 Budget Proposals.

It was the Boards' direction that all budget proposals are to be figured with NO increases, NO vehicle requests and NO raises, for budgeting purposes.

Richard Romans, Finance Director, informed the Board that they should start thinking about a Capital Improvement Plan and the need for replacing *Capital Items* and the consideration of funding source. He also stated that we need to get on a schedule so that *Capital Items* will not cost so much; possibly leasing those items rather than buying them straight out. Discussion took place.

SW 82nd Lane Special Assessment Road Project: Mr. Newton requested the Boards' permission, allowing him to move forward with going out for bids, from local banks, for a 20-year loan, on the total amount of the resolution, for the SW 82nd Special Assessment Road Project. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the request to move forward with going out for bids, on a 20-year loan, for the SW 82nd Lane Special Assessment Road Project. Motion carried unanimously.

Agenda Change; Three (3) Purchase requests from GCSO: Mr. Newton presented a request from the Gilchrist County Sheriff's Office. He stated that the Sheriff has submitted a purchase request for three (3) items; Surveillance Equipment, for \$2,895.00; Lettering and Graphics for a patrol vehicle that was donated from Escambia County, for \$1,029.36; and \$500.00 to go to the Florida Sheriff's Youth Ranch Fund Drive. All funded from Fund 120 (Law Enforcement Trust Fund).

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the request, as submitted, by the GCSO, for the three items noted, in the total amount of \$4,424.36; all funded out of Fund 120. Motion carried unanimously.

Commissioners Reports

- Commissioner Poitevint asked if any progress has been made on the rock for the two-way boat launch. Mr. Crosby stated he and Mr. Cannon has been to look at it. He has contacted the FWC and is awaiting their reply. Mr. Cannon will go ahead and get some material in and the cost will come out of the Boat Improvement Fund. We are also working on getting some funding from the state. He asked Mr. Gene Parrish to set the corners on that property.
- Commissioner Poitevint asked about the mud hole. Mr. Crosby said he would get maintenance out there to get the privacy fence put back up. Then they will get the mud hole fence back up. There was discussion regarding the fence.

- Commissioner Harrison asked for an update on the 334 & 334A projects. Mr. Cannon gave an update. Mr. Newton reported a broken culvert. Mr. Newton spoke on restricting bidding contractors due to poor workmanship. Chairman Gray asked Mr. Lang to research what the Board can and cannot do in matters like these.
- Commissioner Harrison mentioned that this county has had an exceptional number of deaths and wants to keep all the families in our thoughts and prayers.
- Commissioner Thomas stated that he has not had any road complaints after the weekend's rains. Complimented Mr. Cannon and his crew.
- Chairman Gray said he received a complaint on the 334-driveway entrance from Joe Landers. Chairman Gray said he ensured Mr. Landers they would look at the situation. Mr. Cannon said to direct all of those issues to him. The contractor has already said he would fix all of those issues.

Old Business: None

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 **4:03 p.m.**

Attest:

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

Todd Newton, Clerk of Court

Todd Gray, Chairman