

## **MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD JULY 7, 2016**

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Thursday, July 7, 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; Donna Creamer, Administrative Assistant; John Ayers, Gilchrist County Journal; Billy Cannon, Road Department Superintendent; Chief Mitch Harrell, Fire/Rescue; Laura Dedenbach, County Planner; Jim Mash, VSO; Jeff Deputy Jeff Manning, Admin. Asst. Jeannine Pfannschmidt, GCSO; Mitchell Gentry, Manager Hart Springs; Greg Bailey & Tori Humphries, NFPS, Inc.; Mark Litherland, Beard Equipment; Ray & Jane Rauscher; Brenda Flanagan, Preble/Rish; Hugh Thomas, DOA; Diane Clifton, GCEDAC; EJ Johnson, Custom Pine Straw; Stoney Smith, Hudson Foods; and Katherine LaBarca.

### **Call to Order**

Chairman Todd Gray called the meeting to order at 2:00 p.m. Pastor David Jones, Fanning Springs Community Church, delivered the invocation and Commissioner D. Ray Harrison, Jr., led the pledge of allegiance.

### **Agenda Changes**

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

1. Addition: **Road Department**; Payment approval for Southern Road and Bridge
2. Addition: **General Government**; Approve Property Transfer of SW 70<sup>th</sup> Street to SRWMD
3. Addition: **County Administrators Cover Page**; Correction under Road Department: #2b should reflect SE 64<sup>th</sup> Street

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

1. Addition: Complaint from Florida Carry, Inc.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve the Agenda, as presented, with noted change(s). Motion carried unanimously.***

## **Consent Agenda**

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

### **Approval of Bills**

On file in Clerk's Office ..... June 2016

### **Approval of Pay Request**

Mills Engineering Company

Proj#2016017, Paving SW 82 <sup>nd</sup> Lane, May 2016 .....	\$95.00
Proj#2015039, Intersection Improvements GCR 340, 232 at SR 47 ....	\$380.00
Proj#2015013, W/R GCR 334, May 2016 .....	\$12,898.13
Proj#2015014, W/R GCR 334A, May 2016 .....	\$4,974.50
Proj#2016006, Development Review, May 2016 .....	\$427.50

SHIP - Down Payment and Closing Costs

for Alexandra Lang and Talon Blain Rolling .....	\$21,500.00
for Kelly Stripling .....	\$31,400.00

North Florida Professional Services

Inv#15084,6/20/16, CR341 WR, design and plans .....	\$47,088.00
---	-------------

Dixie County Sheriff s Office

Inmate Housing, December 2015 .....	\$5,328.00
Inmate Housing, May 2016 .....	\$12,802.00

Mr. Lang, County Attorney, interjected before a motion was entertained, informing the Chairman that he would be filing a *Memorandum of Conflict of Interest* regarding the SHIP item for the Down Payment and Closing Cost, for Alexandra Lang and Talon Blain Rolling, whom is his daughter, even though he has no direct involvement with SREC. The Chairman thanked him for noting that.

Chairman Gray then called for a motion approving the Consent Agenda as presented, with note from the Attorney.

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

### **County Administrator's Report**

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

## Soil & Water

- County Program: Mr. Crosby addressed the issue of adding a third position, a Gilchrist County Employee, for the Soil & Water Conservation. He stated that this third position will be at the same cost to the County as the two current positions with 40% of the salary being funded by Gilchrist County and that the employee will be located here in Gilchrist County. Mr. Crosby asked for the Boards' approval on this request. Discussion took place.

Mr. David Lang, County Attorney, stated that in looking back, we did a *Memorandum of Agreement* between the Gilchrist Soil & Water Conservation District and Board of County Commissioners back in September 2015, first time we've ever had an agreement reflecting the conditions regarding the County's responsibilities for the additional position requested. Discussion took place.

Mr. Hugh Thomas, FDA addressed the concerns regarding the MOA currently in place and the request for the third person, in regards to the position/responsibilities of the County. Discussion continued.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve amending the Memorandum of Agreement with the Soil & Water Conservation District by adding a 3<sup>rd</sup> Soil & Water position to be a Gilchrist County Employee, replacing the Levy County position that we currently pay 40% of; this will result in no increase of costs to the County; Gilchrist County will continue to be responsible for 40% with Soil & Water covering the balance. Motion carried unanimously.*

## 2:15 p.m. Time Certain

- Ordinance 2016-03: Mr. David Lang, County Attorney, presented Ordinance 2016-03 and read the short title, as follows, for the record:

### **ORDINANCE 2016-03**

**AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA ESTABLISHING A 30 MILE-PER-HOUR SPEED LIMIT ON A PORTION OF COUNTY ROAD SW 15<sup>th</sup> STREET, SW 42<sup>nd</sup> COURT, AND SW 17<sup>th</sup> PLACE; MAKING FINDINGS; PROVIDING PENALTY FOR VIOLATION; PROVIDING INSTRUCTIONS TO THE CODIFIER; AND PROVIDING AN EFFECTIVE DATE**

Mr. Lang reviewed the purpose of this ordinance. Discussion took place.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Marion Poitevint, to approve Ordinance 2016-03, as presented. Motion carried unanimously.*

## County Administrator's Report continues...

## Road Department

- CR 334 & CR 334A; Art Walker Construction Pay Request: Mr. Crosby presented, for the Boards' approval, the Art Walker Pay Request # 5 for CR 334A, in the amount of \$152,833.40. He explained that he and Billy Cannon, Road Superintendent drove on this project and informed the Board that the items that are being billed have been completed. There are a few other items to be completed and remaining funds will be paid once items are completed and are done so within specifications of the project.

Mr. Crosby also presented Art Walker's Pay Request #5, for CR 334, in the amount of \$289,956.00, informing the Board that the items being billed for this project have been completed as well. There are a few other items to be completed and remaining funds will be paid once items are completed and are done so within specifications of the project.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve Pay Request(s) #5, for both projects, CR 334 in the amount of \$289,956.00 and CR 334A in the amount of \$152,833.40; with stated conditions for release of future payments. Motion carried unanimously.***

- SE 64<sup>th</sup> Street: Mr. Crosby addressed the issue of the request previously made by Mr. Johnson in regards to having a portion of SE 64<sup>th</sup> Street paved. Mr. Crosby stated that the cost estimate for this project would be \$33,000.00. He stated that all the other residents along that street are not interested in having the road paved. Mr. Johnson is willing to pay \$15,000.00 upfront and pay the remaining balance in installments as a special assessment, for the next twenty years. Discussion took place.

***Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve moving forward an agreement for Special Assessment of SE 64<sup>th</sup> Street; property owner will pay \$15,000 up front with balance as special assessment for 20 years. Cost estimate is \$33,000, County will provide rock for base. Motion carried unanimously.***

- Update on Graders: Mr. Crosby turned the floor over to Road Superintendent, Billy Cannon. Mr. Cannon updated the Board on the hours accumulated on the remaining graders. Mr. Cannon requested permission to move forward and order a motor grader. Currently there are two motor graders that will run out of hours by December. One will run out before the new budget year and one that will run out in possibly November or December. It takes six weeks for the delivery of a new grader. Discussion took place.

Mark Litherland, Beard Equipment Representative, addressed the Board and clarified cost and lease options.

***Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve and move forward with the grader replacement with a one (1) year lease from John Deere at an annual cost of \$29,775 for the first year to replace one (1) Volvo grader that is nearing maximum 7500 hours subject to the attorney's review of the contract. Motion carried unanimously.***

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

Chairman Todd Gray relinquished the gavel to Vice Chairman Kenrick Thomas due to he has potential conflict of interest and abstained from discussion and vote on SUP 2016-06. He has filed a Form 8B Memorandum of Voting Conflict which will be incorporated in these minutes. Vice Chairman Kenrick Thomas opened the floor to County Planner, Laura Dedenbach.

- **SUP 2016-06:** Ms. Dedenbach presented SUP 2016-06, a request by Custom Pine Straw, Inc., agent for Hudson Food Stores, Inc., owner, for a special use permit to allow an agricultural business that processes, sells, and ships agricultural products that are not raised on the property (pine straw), on 18 acres located on CR 340 near the intersection of CR 340 and SR 47. Tax parcel #07-08-16-0000-0001-0035. Ms. Dedenbach requested that this application be deferred to the July 21<sup>st</sup> meeting allowing Staff, Applicant(s) Custom Pine Straw agent for Hudson Food Stores, Inc., their Engineer and FDOT time to review the proposal, for safety.

Ernest Johnson, Custom Pine Straw, expressed his concerns. Discussion took place.

Mr. Crosby suggested that a meeting be held to discuss concerns, including Staff, Mr. Smith, Mr. Johnson, the Engineer and obtain the advice of FDOT and put something together and bring it back before the Board at the July 21<sup>st</sup> meeting.

Stoney Smith, applicant, addressed the Board with his thoughts and concerns.

***Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve the continuation, as requested by Ms. Dedenbach, County Planner, for the consideration and approval of SUP 2106-06 until the July 21st meeting, at a 4:30 p.m. time certain. Motion carried 4-0 with Commissioner Todd Gray abstaining from the vote.***

**Mr. Todd Newton requested that the reports for agenda will need to be turned in by 12:00 p.m. on July 18th to allow for results to be posted in the agenda packet.**

Vice Chairman Kenrick Thomas relinquished the gavel back over to Chairman Todd Gray at this time.

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

#### **Veterans Service**

- **Request to Hire:** Mr. Crosby requested permission to hire a replacement for 16 hours a week as a Veterans Service Officer with no benefits. This will give a total of 32 hours a week, (16 hours for Mr. Jim Mash & 16 hours for new position); this amount is funded in the budget. Discussion took place.

***Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to approve the request to hire a part-time VSO to work 16 hours a week; position funded due to Mr. Mash reducing his hours by 16 hours week. Motion carried unanimously.***

EM

- Grant Approval: Mr. Crosby requested the Boards' approval of grants for Emergency Operations as follows; the EMPA in the amount of \$105,806.00, which covers operations and the EMPG in the amount of \$43,108.00, used for salaries and payroll. The attorney has reviewed grants upon receipt.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the acceptance of EM grants for operations; EMPA, in the amount of \$105,806 and the EMPG, in the amount of \$43,108. Motion carried unanimously.***

EMS/Fire

- EMS Station 5: Mr. Crosby addressed the issue of the replacement of the mobile home at Station 5, Trenton EMS Station. he updated the board on the current condition of the mobile home. Discussion took place.

**It was the consensus of the Board to allow Staff to move forward with drafting an RFQ for living quarters at Trenton EMS and to contact the City of Trenton and request that they allow the EM residents to stay at their fire station until a change takes place.**

Hart Springs

- Credit Card Limit: Mr. Crosby requested that the credit card limit on Mitchell Gentry's credit card be increased from \$2,000.00 to \$4,000.00. He explained the reason for the request. Mr. Gentry also explained the need for the increase. Discussion took place.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Marion Poitevint, to approve the emergency request to increase credit card limit for Mitchell Gentry, Hart Springs Manager, to \$4,000.00; resolution with change to follow. Motion carried unanimously.***

Agenda Change; Road Department

- Southern Road & Bridge: Mr. Crosby presented, for the Boards' approval, a payment request for Southern Road & Bridge, in the amount of \$258,822.61, for the Rock Bluff Bridge/Road project.

***Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Marion Poitevint, to approve the pay request to Southern Road & Bridge, in the amount of \$258,822.61, for the Rock Bluff Bridge/Road project. Motion carried unanimously.***

Agenda Change; General Government

- Property Transfer: Mr. Crosby presented, for the Boards' approval, the transfer of property located on SW 70<sup>th</sup> Street to the Suwannee River Water Management District. Discussion took place.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Marion Poitevint to approve transfer of SW 70th Street parcel to the SRWMD concurrent with transfer of parcel beside Santa Fe Park. Motion carried unanimously.*

### **Attorney's Report**

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

Resolution 2016-21: Mr. Lang presented Resolution 2016-21, authorizing a Construction and Maintenance Agreement with Florida Department of Transportation. He read the short title as follows:

#### **RESOLUTION 2016-21**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA, AUTHORIZING THE COUNTY TO ENTER INTO A CONSTRUCTION AND MAINTENANCE AGREEMENT WITH THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION FOR FUNDS FOR SAFETY FEATURES INCLUDING, BUT NOT LIMITED TO ALL SIGNAGE AND PAVEMENT MARKINGS INSTALLED ON OR WITHIN THE PROPERTY VIA THE PROJECT AS MORE PARTICULARLY DESCRIBED IN THE CONSTRUCTION AND MAINTENANCE AGREEMENT IN GILCHRIST COUNTY, FLORIDA; AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS TO EXECUTE SUCH AGREEMENT AND RELATED DOCUMENTS; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE**

Mr. Lang explained the purpose of the resolution. He stated that he has reviewed all documents.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve Resolution 2016-21. Motion carried unanimously.*

Agenda Change; Complaint from Florida Carry, Inc.: Mr. Lang addressed a complaint that he received from Florida Carry, Inc. regarding the issue of general use of carrying firearms. Discussion took place.

*Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon A. Langford, to direct the County Attorney to redraft the County policy to remove weapons prohibition from park rules.*

### **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 July 1,2016, for the Boards' information.

Mr. Newton stated that the Proposed Budget books have been assembled and distributed. He reviewed and addressed certain issues included in the proposed budget for their consideration.

Tax Collector: Mr. Newton presented the Certificate List and Correction Register for 2016, as prepared by the Tax Collector, for their approval.

***Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Marion Poitevint, to approve and accept the 2016 Certificate List and Correction Register, as prepared by the Tax Collector. Motion carried unanimously.***

FDLE: Mr. Newton presented, for the Boards' approval, the Federal Fiscal Year (FFY) 2016 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - JAG Countywide - State Solicitation, Certificate of Participation; \$30,055 Grant Funds. Discussion took place.

***Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Marion Poitevint, to approve the Certificate of Participation, for the JAG in the amount of \$30,055.00. Motion carried unanimously.***

FYI: the Fuel Cost Report was provided for the Boards' information.

Budget Workshops: Mr. Newton reminded the Board that there are Budget Workshops scheduled for Thursday, July 14<sup>th</sup> at 1:00 p.m. and then again on Thursday, July 21<sup>st</sup> at 1:00 p.m. (and then a Regular Board Meeting at 4:00 p.m.) and then on Tuesday, July 26<sup>th</sup> at 1:00 p.m.

**Commissioners Reports:** None

**Old Business/New Business/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 **3:47 p.m.**

**Attest:**

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

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

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

***There are two (2) attachments that are incorporated to this document as part of the official records.***