

MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD OCTOBER 17, 2016

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, October 17, 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; Donna Creamer, Administrative Assistant; John Ayers, Gilchrist County Journal; Deputy Chief Jeff Manning and Sheriff Bobby Schultz, GCSO; Bill Henderson, FDOT; Martha Garcia-Baker, CRI; Lowell Chesborough; Billy Wilson, CFEC; Greg Bailey, NFPS, Inc.; Ray & Jane Rauscher; Richard & Leslie Esseek; Charles Bryant; Koertni Blackketter and Katelyn Edwards, Liquid Creative; Tom Sturgeon, Ellie Ray's; and Liz Sparks, OGT.

Call to Order

Chairman Todd Gray called the meeting to order at 4:00 p.m. Mr. Richard Romans, Director of Finance, delivered the invocation and Commissioner Kenrick Thomas led the pledge of allegiance.

Agenda

Mr. Todd Newton, Clerk presented the following change(s):

1. Addition: Discussion on mid-month meeting date in December

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the Agenda, as presented, with noted change(s). Motion carried unanimously.

Consent Agenda

Approval of Minutes

Regular Meeting	July 7, 2016
Budget Workshop	July 14, 2016
Budget Workshop	July 21, 2016

Approval Request

Satisfaction of Mortgage Kathryn D. Houser

Request for Payment Approval

Paul Stresing Associates, Inc.

Invoice #1515, A/E Fee \$6,279.61

Hoffman Construction, Inc.

Pay Estimate #6, 9/21/2016, Library Project \$45,916.60

SREC/SHIP

Kane Crosby, Down Payment and Closing Cost \$29,000.00

Mr. Bobby Crosby, County Administrator, filed a **Conflict of Interest regarding discussion on SHIP/SREC item pertaining to Kane Crosby, his SON. (this form will be incorporated as part of this official record)*

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

Constitutional Officers

- Sheriff Bobby Schultz presented the *Jail Standards Inspection Report* indicating a 100% compliance with all mandatory and regulation standards for the second year in a row.

County Administrator's Report

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

Community Development

- **Chesborough Subdivision:** Mr. Crosby turned the discussion over to Mr. Greg Bailey, County Engineer with NFPS, Inc., in regards to his findings on the roads in Chesborough Subdivision. Mr. Bailey informed the Board on the status of the roads in Chesborough Subdivision. He stated that absent a core sample, after reviewing original County documents, there are no asphalt documents on record. All other documents are in order. Mr. Bailey recommended a core sample be tested to determine if asphalt is in compliance. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Marion Poitevint, to approve having the owner, Lowell Chesborough, provide core tests to engineer Mr. Bailey, NFPS; and that upon confirmation by Mr. Bailey that asphalt is up to standards then the roads will be accepted by the County. Motion carried 4-1 with Commissioner Kenrick Thomas voting NO.

4:15 p.m. Time Certain**Barney Bennett and Bill Henderson, FDOT; County Work Program Priorities Presentation**

- Mr. Henderson informed the Board about four (4) turn lanes on SR 26 that should be completed by 2020

4:30 p.m. Time Certain**Martha Garcia-Baker, CRI; 2015 Audit Report Presentation**

- Mrs. Martha Garcia-Baker presented the unmodified Audit Report with NO major findings.

County Administrator's Report continues...**Extension/4H**

- Mr. Crosby presented a request to ratify Jessica Copper to travel out of County, for National 4-H Conference, in New Orleans (Oct 9-14) and use of the County vehicle.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Marion Poitevint, to approve the ratification of Jessica Copper traveling out of County, for National 4-H Conference, in New Orleans (Oct 9-14) and use of the County vehicle. Motion carried unanimously.

Emergency Management

- Mr. Crosby requested the Boards' approval of the CodeRed Next Services Agreement between Gilchrist County Emergency Management and Emergency Communications Network, LLC, at a cost of \$6,500.00, for one (1) year service; agreement has been reviewed by legal counsel. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the CodeRed Next Services Agreement, as presented, with a cost of \$6,500.00.

Solid Waste

- Mr. Crosby requested the Boards' approval to purchase a 19-HP Mosquito Sprayer which is needed to replace the 13 year old worn out one; quotes were presented. Discussion took place.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Sharon a. Langford, to approve the purchase of a 19HP Mosquito Sprayer from ADAPCO, in the amount of \$7,900.00. Motion carried unanimously.

Tourist Development Council

- Mr. Crosby presented, for the Boards' approval, the items that were approved by the TDC Committee at their October 10, 2016 meeting:
 - i. Permission for Donna Creamer attend the Florida Tourism Leadership Summit in Orlando. (November 28-30, 2016)

(Note – Donna serves on the CHRN (Cultural, Heritage, Rural, and Nature) Committee VISIT FL)
 - ii. Approval to purchase Gilchrist County TDC Promotional Items to distribute at travel shows in the amount of \$3,000.00 *
 - iii. Approval to reprint the Gilchrist County TDC Brochure promoting Gilchrist County in the amount of \$2,500.00*

*(*Note – The funds will come out of the Tourist Development Council Budget)*

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Marion Poitevint, to approve the items, as presented and approved by the TDC Committee. Motion carried unanimously.

General

- Mr. Crosby presented for the Boards' approval, the Hazard Waste Monitoring Agreement between Gilchrist County Board of County Commissioners and North Central Florida Regional Planning Council. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the Hazardous Waste Monitoring Agreement between Gilchrist County BOCC and the North Florida Regional Planning Council with the change to the Public Records Request being the Clerk's Office. Motion carried unanimously.

4:45 p.m. Time Certain

- Koertni Blackketter, Liquid Creative: Ms. Blackketter showed a power-point presentation regarding an *Update on the Referendum Amending Time of Sale of Alcoholic Beverages*.

Mr. Ray Rauscher, Concerned Citizen and Sheriff Bobby Schultz expressed their concerns.

The Board requested that the County Administrator plan a workshop with Staff including the County Planner and Sheriff, to discuss large events and how the County can handle them.

County Administrator's Report continues...

FYI: Mr. Crosby presented the following documents/reports for the Boards' information:

- Billy Cannon's Letter of Resignation
- Monthly Reports; Animal Control, Library, Road Department and Solid Waste

Mr. Todd Newton commented on the job performed by Billy Cannon as Road Department Superintendent. He will be missed.

Attorney's Report

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

Discussion and Action as Necessary and Appropriate: Mr. Lang presented and discussed the following:

- Satisfaction of Mortgage – Gilchrist County, through its SHIP Program to David J. Petrone and Karen E. Petrone, satisfying mortgage securing a deferred payment loan filed August 17, 2006, as Clerk's Instrument #2006005098, Public Records of Gilchrist County, Florida.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas, to approve the Satisfaction of Mortgage for SHIP Loan to David J. Petrone and Karen E. Petrone, satisfying mortgage securing a deferred payment loan filed August 17, 2006, as Clerk's Instrument #2006005098, Public Records of Gilchrist County, Florida. Motion carried unanimously.

- Satisfaction of Deferred Payment Loan Agreement from David and Karen Petrone to Gilchrist County, Florida, pursuant to CDBG Housing Rehabilitation Program, satisfying lien of mortgage filed July 24, 2007, as Clerk's Instrument #2007004418, Public Records of Gilchrist County, Florida.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Marion Poitevint to approve Satisfaction of CDBG Loan, satisfying lien of mortgage filed July 24, 2007, as Clerk's Instrument #2007004418, Public Records of Gilchrist County, Florida. Motion carried unanimously.

Supplemental Documents provided in regard to the above matters:

- ❖ *Housing Rehabilitation Program Truth in Lending Disclosure Statement.*
- ❖ *Housing Rehabilitation Deferred Payment Loan Agreement (fully executed, notarized and witnessed, but never recorded).*
- ❖ *Housing Rehabilitation Program Notice of Commencement filed May 19, 2006 as Instrument #2006003037, public records of Gilchrist County, Florida.*
- ❖ *Executed Notice to Proceed showing completion date of September 25, 2006 per general conditions of contract.*

- ❖ *Mortgage Deed Securing a Deferred Payment Loan from David J. and Karen E. Petrone, mortgagor, to Gilchrist County, Florida, through the SHIP Housing Assistance Purchase Program, filed August 17, 2006, as Instrument #2006005098, public records of Gilchrist County, Florida. (Terms appear to have been met for satisfaction).*
 - ❖ *Housing Rehabilitation Program Deferred Payment Loan Agreement from David and Karen Petrone, & owners to Gilchrist County, through its Board of County Commissioners, pursuant to CDBG Program, filed July 24, 2007, as Instrument #2007004418, public records of Gilchrist County, Florida. (Terms per the Loan package documents and the unrecorded Agreement appear to have been met for satisfaction; there is an ambiguity between the date of the unrecorded Agreement and the later filing date of the mortgage as to when the 10 year period should expire).*
 - ❖ *Certificate of Occupancy for the premises issued by the Gilchrist County Building Department on September 21, 2006.*
- **"COMPASSIONATE USE ACT REGULATION.":** Mr. Lang addressed and discussed the issue of the telephone call and e-mails received in regard to *"Compassionate Use Act Regulation."*

The Board requested that Mr. Lang, County Attorney, contact those attorney's that sent emails, in regards to the *Compassionate Use Act Regulation* should the amendment pass.

Clerk's Report

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

Request for use of the Courthouse Parking Lot: Mr. Newton presented a request for the use of the Courthouse Parking Lot on Monday, October 31, 2016, regarding a TRUNK or TREAT Event.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner D. Ray Harrison, Jr., to approve the use of the Courthouse Parking Lot on Monday, October 31, 2016, regarding a TRUNK or TREAT Event. Motion carried unanimously.

Twenty (20) Tax Deed Applications for County Owned Certificates: Mr. Newton presented twenty (20) Tax Deed Applicants for County Owned Certificates for the Boards approval of payment.

Motion made by Commissioner D. Ray Harrison, Jr., seconded by Commissioner Kenrick Thomas to approve payment for the twenty (20) Tax Deed Applicants for County Owned Certificates, as presented. Motion carried unanimously.

FYI: Mr. Newton presented the following documents for the boards' information. no action required.

- Fuel Cost Report and TRIM Compliance Certifications

Agenda Change: Mid-Month Meeting in December: Mr. Newton addressed the issue of the mid-month meeting in December, whether or not this meeting will be scheduled.

It was the consensus of the Board to cancel the mid-month meeting in December and to keep the first of the month meeting schedule for December 5th at 2:00 p.m.

Commissioners Reports

- Commissioner Sharon A. Langford requested that the Board consider changing the meeting times to where BOTH meetings start at 4:00 p.m.; BOCC **approved** changing ALL meetings to start at 4:00 p.m. beginning January 2017

BOCC agreed to move Commissioner Reports / Department Head Reports up on the Agenda following the Constitutional Officers

- Commissioner Kenrick Thomas requested that position ranges be advertised in the future

REMINDER: Commissioners need to submit SCOP/SCRAP road suggestions

Old Business: None

New Business: None

Public Participation: None

Adjourn

With there being no further business... a *Motion was made by Commissioner Sharon A. Langford, seconded by Commissioner Kenrick Thomas, to adjourn. Motion carried unanimously.* Chairman Gray adjourned the meeting at **5:42 p.m.**

*Board of County Commissioners
Gilchrist County, Florida*

Attest:

Approved:

Todd Newton, Clerk of Court

Todd Gray, Chairman