

MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD MARCH 20, 2017

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, March 20, 2017**, 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., Chairman</i>
<i>District III</i>	<i>Commissioner Todd Gray, Vice Chairman</i>
<i>District IV</i>	<i>Commissioner Marion Poitevint</i>
<i>District V</i>	<i>Commissioner Kenrick Thomas</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; Lou Leone, Road Department Superintendent; Laura Dedenbach, County Planner; Mitchell Gentry, Hart Springs Manager; Greg Bailey, NFPS, Inc.; Teresa Gentry; Ray & Jane Rauscher; E. Hunt; Katherine LaBarca; Steve Meador; Ivan P. Valverde; and Ed & Sherry Rac.

Call to Order

Chairman D. Ray Harrison, Jr., called the meeting to order at 4:00 p.m. Mr. Bobby Crosby, County Administrator, delivered the invocation and Commissioner Todd Gray led the pledge of allegiance.

Agenda

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

1. Remove: **EM**; Contract for Strategic Planning Services with NCFRPC
2. Addition: **Road Department**; Pay Requests for Anderson Columbia, Co., Invoice #72379 and Invoice #72380
3. Addition: Sale of *old tanks* located on property behind the Sheriff's Office

Mr. David M. Lang, Jr., County Attorney presented the following change(s):

1. Addition: Amend Resolution 2017-11 by changing number to 2017-13

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Todd Gray, to approve the Agenda, as presented, with noted change(s). Motion carried unanimously.

Consent Agenda

Approval of Minutes

Regular Meeting January 5, 2017

Approval of Pay Requests

Dewberry | Preble-Rish, CEI
 Inv#1401590, SW 10th Street \$12,244.74
 Inv#1401591, CR 341 \$14,844.77

Barbara Merritt, Tax Collector
 Postage Reimbursement for 2017 Installment Tax Statements \$299.72

Dixie County Sheriff’s Office
 Inmate Housing, February 2017 \$27,528.00

SREC, INC./SHIP

- Subordination request from Talon and Alexandra Rolling*
- SHIP Repair for David Cohen in the amount of \$7,500.00

**Mr. Lang, County Attorney submitted a Form 8B Memorandum of Voting Conflict regarding the SHIP Subordination request from Talon and Alexandra Rolling due to the fact that Ms. Rolling is his daughter.*

Motion made by Commissioner Todd Gray, seconded by Commissioner Sharon A. Langford, to approve the Consent Agenda, as presented. Motion carried unanimously.

County Administrator’s Report

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

Hart Springs

- **Receipt of Splash Park Bids:** Mr. Crosby stated that three (3) bids were received for the Splash Park. They are as follows:

TWC	\$157,000.00
Aquatic Marine	\$139,560.00
Anglin Construction	\$ 95,058.00

Mr. Crosby requested that the Board **reject ALL** bids so that contractors can be notified due to the fact that **ALL** bids exceeded the grant funds awarded, for this project. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Marion Poitevint, to reject ALL bids received for the Hart Springs Splash Park, as presented. Motion carried unanimously.

EM

- Agenda Change: Remove Contract for Strategic Planning Services with North Central Florida Regional Planning Council from the agenda.
- Fee for CPR Class: Mr. Crosby addressed the issue of changing the fee for CPR Class to twenty-dollars. Discussion took place.

Motion made by Commissioner Todd Gray, seconded by Commissioner Kenrick Thomas, to approve changing the CPR Certification fee to \$20.00 for out-of-county residents. Motion carried unanimously.

Hart Springs

- Splash Park, Build with County Staff: Mr. Crosby stated that in order to save a considerably amount of money County Staff will build Splash Park.

Mr. Gentry presented a cost estimate to build Splash Park, in house. Costs are as follows:

Cost to build Hart Springs Spray Park.	
<u>ITEM</u>	<u>COST</u>
Excavate	\$ 900.00
Manufacturer equipment and materials	\$26,249.00
Concrete, formed and finished	\$13,570.00
Install equipment and plumbing	\$ 9,200.00
Electrical materials and installation	\$ 4,830.00
Pump and well R and R	\$ 8,975.00
Sod and miscellaneous	<u>\$ 1,276.00</u>
Total	\$65,000.00

Mr. Gentry stated that another additional \$30,000.00 would be needed to complete the project.

Mr. Crosby clarified that with engineering and grant administrations fees, there is \$37,000.00 left out of the \$50,000.00 grant funds awarded to fund the project. Discussion took place.

At, 4:39 p.m. Chairman Harrison interjected and tabled this discussion to move forward with the 4:15 p.m. Time Certain.

4:15 Time Certain – PUBLIC HEARING: Budget Amendments

Mr. Richard Romans, Finance Director, presented the following resolutions and budget entries for the Boards approval:

- Resolution 2017-06 & BE17-001: Mr. Romans presented Resolution 2017-06 & BE17-001 amending the General Fund Budget. He stated that this amendment increases the budget \$25,000.00, for the **Sheriff to fund Recurring Expenses**. He read the short title as follows:

RESOLUTION 2017-06

A RESOLUTION OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS AMENDING THE GENERAL FUND BUDGET. THIS AMENDMENT INCREASES THE BUDGET FOR THE SHERIFF TO FUND RECURRING EXPENSES; AND ESTABLISHING AN EFFECTIVE DATE

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Todd Gray to approve Resolution 2017-06 & BE17-001, as presented. Motion carried unanimously.

- Resolution 2017-07 & BE17-002: Mr. Romans presented Resolution 2017-07 & BE17-002 amending the General Fund Budget \$29,250.00, for a grant from the **Florida Department of Law Enforcement**. He read the short title as follows:

RESOLUTION 2017-07

A RESOLUTION OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS AMENDING THE GENERAL FUND BUDGET FOR A GRANT FROM THE FLORIDA DEPARTMENT OF LAW ENFORCEMENT; AND ESTABLISHING AN EFFECTIVE DATE.

Motion made by Commissioner Todd Gray, seconded by Commissioner Marion Poitevint, to approve resolution 2017-07 & BE17-002, as presented. Motion carried unanimously.

- Resolution 2017-08 & BE17-003: Mr. Romans presented Resolution 2017-08 & BE17-003 amending the General Fund Budget \$151,800.00, for a **Cost Share Assistance Agreement with Suwannee River Water Management District**. He read the short title as follows:

RESOLUTION 2017-08

A RESOLUTION OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS AMENDING THE GENERAL FUND BUDGET FOR A COST SHARE ASSISTANCE AGREEMENT WITH SUWANNEE RIVER WATER MANAGEMENT DISTRICT; AND ESTABLISHING AN EFFECTIVE DATE.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve Resolution 2017-08 & BE17-003, as presented. Motion carried unanimously.

- Resolution 2017-09 & BE17-004: Mr. Romans presented Resolution 2017-09 & BE17-004 amending the General Fund Budget \$183,000.00, for a grant with the Department of Environmental Protection and the Florida Recreation Development Assistance Program to help with costs associated with the **Hart Springs Park, Phase IV Project**. He read the short title as follows:

RESOLUTION 2017-09

A RESOLUTION OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS AMENDING THE GENERAL FUND BUDGET FOR A GRANT WITH THE DEPARTMENT OF ENVIRONMENTAL PROTECTION AND THE FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM TO HELP WITH COSTS ASSOCIATED WITH THE HART SPRINGS PARK, PHASE IV PROJECT; AND ESTABLISHING AN EFFECTIVE DATE.

Motion made by Commissioner Todd Gray, seconded by Commissioner Kenrick Thomas, to approve Resolution 2017-09 & BE17-004, as presented. Motion carried unanimously.

- Resolution 2017-10 & BE17-005: Mr. Romans presented Resolution 2017-10 & BE17-005 amending the General Fund Budget \$252,500.00, for a grant with the Department of Environmental Protection and the Florida Recreation Development Assistance Program to help with costs associated with the **Otter Springs Park, Phase I Project**. He read the short title as follows:

RESOLUTION 2017-10

A RESOLUTION OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS AMENDING THE GENERAL FUND BUDGET FOR A GRANT WITH THE DEPARTMENT OF ENVIRONMENTAL PROTECTION AND THE FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM TO HELP WITH COSTS ASSOCIATED WITH THE OTTER SPRINGS PARK, PHASE I PROJECT; AND ESTABLISHING AN EFFECTIVE DATE.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Todd Gray, to approve Resolution 2017-10 & BE17-005, as presented. Motion carried unanimously.

- Resolution 2017-11 & BE17-006: Mr. Romans presented Resolution 2017-11 & BE17-006 amending the General Fund Budget \$32,723.00, for the **Hart and Otter Springs Restoration Project** with the Suwannee River Water Management District; all expenditures will be reimbursed by the District. He read the short title as follows:

RESOLUTION 2017-11

A RESOLUTION OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS AMENDING THE GENERAL FUNND BUDGET FOR THE HART AND OTTER SPRINGS RESTORATION PROJECT WITH THE SUWANNEE RIVERWATER MANAGEMENT DISTRICT; ALL EXPENDITURES WILL BE REIMBURSED BY THE DISTRICT; AND ESTABLISHING AN EFFECTIVE DATE.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Marion Poitevint, to approve Resolution 2017-11 & BE17-006, as presented. Motion carried unanimously.

4:30 Time Certain – Laura Dedenbach, County Planner: Special Use Permit

Mr. David Lang, County Attorney, stated that this is a quasi judicial hearing and explained the procedures that were to be followed.

- SUP 2017-03: Ms. Laura Dedenbach, County Planner, presented a request by Ivan Ruiz, agent for Edward and Sherrye Rac, owners, for a Special Use Permit to allow the retail sales of automotive parts and automotive service located in a Commercial Land Use District at 6880 SE SR 26, Trenton Fl. Tax Parcel #10-10-16-0080-0000-00A2.

Ms. Dedenbach presented and reviewed her Staff Report, for the Boards information.

Ms. Dedenbach stated that the proposed use is consistent with the Comprehensive Plan and Land Development Code.

Ms. Dedenbach recommended approval of the Special Use Permit subject following conditions:

1. *The Special Use Permit is issued to Ivan Ruiz for vehicular service and repair, excluding fuel sales at 6880 SE SR 26, Trenton Fl. Tax parcel #10-10-16-0080-0000-00A2. Any alteration of the business location or use shall require an amendment to the special use permit.*
2. *Storage of junk cars or cars used for parts is prohibited on the subject property.*
3. *Hours and days of operation shall be limited to Mondays through Fridays from 7:00 a.m. to 7:00 p.m.*
4. *The existing vegetative buffer along the north and east property lines of the subject property shall be preserved. In addition, an 8-foot high stockade fence shall be erected along the north and east property lines. The vegetative buffer and fence shall be shown on the preliminary and final site and development plan.*

5. *Approval of a preliminary and final development plan (or plans), submitted in accordance with the regulations contained within the Land Development Code shall be required prior to the commencement of any business operations or site development activity. The preliminary development plan shall be substantially in conformance with the conceptual plan submitted with the application for special use permit. An application for preliminary development plan shall be submitted within one year of the approval of the special use permit by the Board of County Commissioners. Failure to submit a preliminary development plan within one year will result in the expiration of the special use permit. The Board of County Commissioners may grant a one-time extension of the preliminary site plan approval, not to exceed six (6) months, for reasons of hardship. The applicant must file the request for extension with the County prior to August 1, 2018.*

6. *Any violation of this SUP or conditions thereof, shall cause the revocation of this SUP by the Board of County Commissioners. The Board of County Commissioners shall hold a public hearing on the proposed revocation with the notice of public hearing provided by certified mail to the property owner. Evidence of violation of the SUP may be presented by any person including a resident, the County Code Enforcement Officer, or other County official. Once the SUP has been revoked pursuant to this provision, the owner shall be prohibited from re-applying for a SUP to allow vehicular service and repair.*

7. *Approval of this SUP does not alleviate the applicant's obligation to obtain all other applicable County, state, and federal permits.*

Applicant Ivan Ruiz requested for hours of operation to include Saturdays from 7:00 a.m. to 4:00 p.m.

Ms. Dedenbach explained why Monday – Friday with hours of 7:00a.m. – 7:00p.m. were recommended. Discussion took place.

Chairman Harrison called for any public comment.

Mr. E. Hunt, neighboring resident to said business location, expressed his thoughts and concerns.

There was a concern of “junk” vehicles accumulating. The application reflected 6. Discussion took place.

Chairman Harrison called for the pleasure of the Board.

Mr. Crosby recommended increasing the number of vehicles from six (6) to ten (10).

Motion made by Commissioner Todd Gray, seconded by Commissioner Kenrick Thomas, to approve SUP 2017-03, based on Staff recommendations and conditions with the additional conditions that no more than 10 vehicles be allowed and additional business hours be allowed on Saturday, 7:00 a.m. to 4:00 p.m. Motion carried unanimously.

County Administrator's Report continues...

Back to discussion on Hart Springs Splash Park.

Hart Springs

- **Splash Park, Build with County Staff:** Discussion continued.

Mr. Ray Rauscher, Citizen, expressed his thoughts and concerns regarding the Splash Park.

Mr. Gentry clarified the design and function of the Splash Park and stated that there will be constant watch. Discussion continued on the additional funding.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve expending up to an additional \$30,000.00 to complete Splash Park, at Hart Springs and to go out for loan bid to cover additional costs. Motion carried 3-2, with Commissioners Todd Gray and D. Ray Harrison voting against.

Library

- **Request to CLOSE Library:** Mr. Crosby requested the Boards' approval to close the library on the week of March 27 – 31, 2017 to move books, shelves and to do some painting. Once complete, a grand opening will take place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Todd Gray, to approve the request to CLOSE the library the week of March 27 – 31, 2017 to move books, shelves and painting. Motion carried unanimously.

General

- **Closing of N.W. 43rd Court:** Mr. Crosby presented an Application for Road Closure filed by Ms. Nina Sue Shepherd, requesting to close NW 43rd Court. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Todd Gray, to approve closing NW 43rd CT south of CR 341 and to move forward with closing process; and County will no longer maintain. Motion carried unanimously.

- **Contracts for FRDAP Administration with Fred Fox:** Mr. Crosby presented, for the Boards' approval, the contracts for FRDAP Administration with Fred Fox Enterprises, Inc., as follows:

Phase I	Otter Springs not to exceed \$12,500.00
Phase II	Hart Springs not to exceed \$5,000.00
Phase III	Hart Springs not to exceed \$5,000.00
Phase IV	Hart Springs not to exceed \$9,500.00

Motion made by Commissioner Todd Gray, seconded by Commissioner Kenrick Thomas, to approve FRDAP General Administration Contract of Otter Springs Phase I, not to exceed \$12,500.00; Hart Springs, Phase II \$5,000.00, Phase III \$5,000.00 and Phase IV \$9,500.00. Motion carried unanimously.

- Removal of Trees: Mr. Crosby requested permission to remove trees from the Robert's Property, adjacent property to County Commission Building, effecting the parking area.

Motion made by Commissioner Todd Gray, seconded by Commissioner Kenrick Thomas, to approve the removal of trees by parking lot beside County Commission Building, as presented. Motion carried unanimously.

FYI

- For the Boards' Information, Mr. Crosby presented the Monthly Reports for Animal Control, the Library, and the Road Department, as submitted by the Department Heads. No action needed.

Agenda Changes

- Road Department: Mr. Crosby presented two (2) Pay Requests for Anderson Columbia, Co., as follows: Invoice #72379, in the amount of \$1,094,211.94, for CR 341 and Invoice #72380, in the amount of \$289,845.96, for SW 10th Street.

Motion made by Commissioner Todd Gray, seconded by Commissioner Kenrick Thomas to approve payment to Anderson Columbia Company, Inc., for invoice #72379, in the amount of \$1,094,211.94, for CR 341. Motion carried unanimously.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Todd Gray, to approve payment to Anderson Columbia Company, Inc., for invoice #72380, in the amount of \$289,845.96, for SW 10th Street. Motion carried unanimously.

- Sale of Old Tanks: Mr. Crosby presented a request, for the Boards' approval, to sell old tanks located on property behind the Sheriff's Office. He stated that we have no use for them and would like to move forward with advertising for sealed bids.

Mr. Richard Romans, Finance Director, requested that these tanks be surplused for the record.

Motion made by Commissioner Todd Gray, seconded by Commissioner Kenrick Thomas, to approve surplusing two (2) tanks and advertising for sealed bids, as requested. Motion carried unanimously.

Attorney's Report

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

Resolution 2017-12: Mr. Lang presented Resolution 2017-02 amending policy and procedures for Hart Springs. He read the short title as follows:

RESOLUTION NO. 2017-12

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF GILCHRIST COUNTY, FLORIDA, AMENDING THE RATES AND CHARGES SET FORTH IN THE COUNTY POLICIES AND PROCEDURES MANUAL FOR HART SPRINGS PARK, AND ESTABLISHING AN EFFECTIVE DATE

Upon reviewing the rates with Mr. Gentry, Hart Springs Manager, the following discrepancies were noted and request to be corrected, removing ~~strike throughs~~ and adding underlined:

RV Camping 50 amp	Off-Season – November 1 thru March 31	\$375.00 to <u>\$385.00</u>
Pavilions A or B	Regular Season and Off-Season	\$100 to <u>\$75</u>

7. No grills, at the Springs, may be started after 6:30 PM and the park closes to day users at 7:30 PM

Mr. Lang requested the Boards approval of Resolution 2017-12 and noted corrections to rates and fees.

Motion made by Commissioner Todd Gray, seconded by Commissioner Marion Poitevint, to approve Resolution 2017-12 with the conditions as presented/noted by County Attorney. Motion carried unanimously.

Agenda Change: Amend Resolution 2017-11 by changing number to 2017-13; approved on Consent Agenda.

Resolution Number 2017-13: Mr. Lang presented Resolution 2017-13, a joint resolution by the Board of County Commissioners of Gilchrist County, Florida and the Gilchrist County Economic Development Advisory Committee, in support of Enterprise Florida, Inc. He read the short title as follows:

RESOLUTION NUMBER 2017-13

A JOINT RESOLUTION OF THE GILCHRIST COUNTY, FLORIDA, BOARD OF COUNTY COMMISSIONERS AND THE GILCHRIST COUNTY ECONOMIC DEVELOPMENT ADVISORY COMMITTEE, IN SUPPORT OF ENTERPRISE FLORIDA, INC.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Todd Gray to approve Resolution 2017-13, as presented. Motion carried unanimously.

Clerk's Report

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

Unsold Property from 3/1/2017 Auction: Mr. Newton addressed the issue of the properties that didn't sell at auction and requested the Boards' approval for those properties to be placed on the List of Lands Available for Sale. He also requested that the Board waive the sixty (60) day window.

Motion made by Commissioner Todd Gray, seconded by Commissioner Sharon A. Langford, to approve waiving sixty (60) day window and allowing parcels to be placed on List of Lands Available for Sale. Motion carried unanimously.

Request to Purchase Property Not Sold at Auction: Mr. Newton requested the Boards' approval on the sale of File #2016-55-TD, at the opening bid of \$1,068.64, to Mildred I. Duprey de Robles.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Marion Poitevint, to approve the sale of File #2016-55-TD, at the opening bid of \$1,068.64, to Mildred I. Duprey de Robles. Motion carried unanimously.

Purchasing COOP: Mr. Newton requested the Boards' consent to move forward with obtaining more information and joining the following organizations:

- National Intergovernmental Purchasing Agency (National IPA)
- National Joint Powers Alliance (NJPA)
- Florida Statutes 163.01 Florida Interlocal Cooperation Act of 1969

Motion made by Commissioner Marion Poitevint, seconded by Commissioner Todd Gray, to approve the request to join NIPA and NJPA, for contract bidding. Motion carried unanimously.

Commissioners Reports

- Commissioner Sharon A. Langford asked for update on Courthouse space issue
- Commissioner Kenrick Thomas commented on **noise issue** at Water's Lake
- Commissioner D. Ray Harrison, Jr., asked for update on Ethics Class

Old Business: None

New Business: None

Public Participation: None

Adjourn

With there being no further business... a *Motion was made by Commissioner Todd Gray, seconded by Commissioner Marion Poitevint, to adjourn. Motion carried unanimously.* Chairman Harrison adjourned the meeting at **6:23 p.m.**

*Board of County Commissioners
Gilchrist County, Florida*

Attest:

Approved:

Todd Newton, Clerk of Court

D. Ray Harrison, Jr., Chairman