

MINUTES OF A REGULAR MEETING OF THE GILCHRIST COUNTY BOARD OF COUNTY COMMISSIONERS HELD JUNE 3, 2019

The Gilchrist County Board of County Commissioners, in and for Gilchrist County, Florida, convened in a **Regular Meeting** on **Monday, June 3, 2019 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, Vice Chairman</i>
<i>District II</i>	<i>Commissioner Bill Martin</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</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 Assistance; John Ayers, Gilchrist County Journal; Katherine LaBarca; Buddy and Carolyn Vickers; Pat Watson, City of Trenton; and Tom Lucas.

Call to Order

Chairman Todd Gray called the meeting to order at 4:00 p.m. Chairman Gray then delivered the invocation and Commissioner Marion Poitevint led the pledge of allegiance.

Agenda

The Agenda was presented for the Boards' approval, with the following change(s).

Mr. Bobby Crosby, County Administrator, presented the following:

1. Addition: **General:** Request from Pine Grove Baptist Church to place temporary sign on County Property
2. Addition: **General:** Career Source Contract

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

Consent Agenda

Approval of Minutes

Regular Meeting April 22, 2019

Approval of Bills

On file in Clerk's Office April 2019

Approval of Payment**SHIP/SREC, Inc.**

Down Payment/Closing Cost Assistance for Brent Baris\$29,000.00

Approval of Disposition

Community Development / Weeks Building
ID#03078, Ricoh, Aficio MP W2400, M3270900060

Motion made by Commissioner Bill Martin, seconded by Commissioner Kenrick Thomas, 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:

Code Enforcement

- **Vickers – Code Enforcement Complaint Filed:** Mr. Crosby stated that Mr. & Mrs. Vickers requested to address the Board regarding a complaint against Sanchez Farms. The nature of the complaint entailed the use of chicken manure which was left uncovered for days, spraying to kill cover crops that drifted, spraying of peanuts that drifted, dust and noise.

Mr. Buddy Vickers and Mrs. Carolyn Vickers both addressed the Board with their concerns regarding the Code Enforcement Complaint, in which they asked the Board for help. Discussion took place.

The Board advised Mr. and Mrs. Vickers of the Florida Right to Farm Act and discussion was held regarding change in operation, as they had asked for help from the Board regarding code complaint.

4:15 p.m. Time Certain: David M. Lang, Jr., Interim County Planner; SP 2019-06 Lyndsay and J Ayers, Site Plan Review

Mr. Lang stated that this is a quasi-judicial hearing and such rules and procedures will be followed. He then called for any ex-parte communications, which shall be noted for the record; hearing none he proceeded with the hearing.

Mr. Lang presented SP 2019-06: A request by Lyndsay Ayers and John M. Ayers, III, owner, for Preliminary Site and Development Plan approval for an office and proposed storage in an Industrial land use category located on approximately 1.0 acres, described as Lot 1, of TYLER CREEK BUSINESS COMMUNITY, a subdivision according to the plat thereof filed in Plat Book 4, page 39, of the public records of Gilchrist County, Florida. Gilchrist County Tax Parcel Number 10-10-15-0357-0000-0010.

Mr. Lang then presented his Staff Report as follows:

Site and Development Plan Analysis

The applicants and owners are seeking approval for a private office and proposed storage by a building trades contractor including on premises storage yard for materials and equipment on the premises, which is an approved use without a Special Use Permit in accordance with Section 2.11.01 of the Gilchrist County Land Development Code.

The Preliminary Site and Development Plan now submitted for consideration shows a proposed 50 feet wide by 125 long building containing 6250 square feet, with a 16 feet by 16 feet private office located within the building. The building will be for storage and private office needs and will not be open for normal retail traffic requiring parking accommodations on the site. Pursuant to section 6.03.03 of the Gilchrist County Land Development Code, the number of parking spaces required appears to require 1 space per 1000 square feet of gross floor area, or 7 spaces including one handicapped parking space. Section 6.03.05 of the Gilchrist County Land Development Code allows for parking reductions or increases by the Board upon a showing of justification for such reduction. The applicants' site plan reflects no parking on site.

The Preliminary Site and Development Plan complies with the general location requirements set forth in Section 12.02.10 of the Gilchrist County Land Development Regulations.

Recommendation

The proposed site plan is consistent with the Comprehensive Plan and Land Development Code.

I recommend approval for proposed construction of a 6250 square feet building on-site in accordance with the site and development plan submitted, subject to the following specific conditions:

- 1. The applicant shall limit development on the site to that which is proposed on the site plan submitted with this application and shall locate the proposed building in accordance with the site plan submitted for approval by the Board of County Commissioners.*
- 2. The applicant shall obtain all applicable county, state, or federal permits required , and shall provide approval from the Suwannee River Water Management District or approved self-certification by the District that stormwater management will be accommodated on site, prior to construction. Approval is specifically contingent upon the applicants providing the county with approval of any required stormwater management plan for the Suwannee River Water*

Management District, or appropriate waiver or letter of waiver of the same from the District or self-certification, as applicable, and meeting all requirements of the Gilchrist County Health Department concerning well and septic systems on-site.

3. *I recommend that because the building is intended to accommodate private office space and storage for the applicants' business and will not be normally accessible by the public for regular retail traffic, that the paved parking requirements be reduced to a total of 2 spaces only, to provide for 1 handicapped space to be located near the office entrance and 1 regular parking space near the office entrance. However, if in the future it is determined that inadequate on-site parking causes a recurring traffic hazard or nuisance off-site, the owner shall be responsible for increasing the number of parking spaces or decreasing the need for parking spaces.*

The 2 spaces recommended, if approved by the Board, should be shown on the Final Site and Development Plan submitted.

4. *The applicant shall file a Final Site Development Plan pursuant to section 12.02 of the Land Development Code for approval by the Interim Planning Director prior to the commencement of any business activities or site construction activities on the site.*
5. *Approval of this Preliminary Site and Development Plan does not alleviate the applicants' obligation to obtain all other applicable county, state, and federal permits.*
6. *No improvements shall be made in any wetland areas on the site and shall comply with the wetland buffer area pursuant to the subdivision plat, and the construction of the improvement shall comply with all other elevation and special flood hazard area requirements.*
7. *Driveway permits must be obtained from Gilchrist County in accordance with county requirements for access to the subject property. Two driveways may be allowed. However, there must be at least 100 feet between points of connection on any one frontage. The distance between the driveways is not shown on the site-plan submitted and must be shown on the Final Site and Development Plan submitted.*

Subject to compliance with the conditions herein, and for the reasons stated, the Preliminary Site and Development Plan should be approved.

Chairman Gray asked if the applicant was present, they were not. He then called for any public comments, none noted.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Sharon A. Langford, to approve SP 2019-06, based on recommendations of Staff, for a steel building including a private office and storage. Motion carried unanimously.

County Administrator's Report continues...

Community Development

- Land Development Code – Text Change: Mr. Crosby presented a request for *text change* to Land Development Code and obtain Laura Dedenbach, Planner to draft text change. Mr. Crosby presented the following proposal, for the Boards' consideration:

Review making a text change to our Land Development Code to allow the "raising and breeding of tropical birds for commercial purposes" as an additional use that would be allowed only with a Special Use Permit within the Environmentally Sensitive Lands District, subject to the applicant having a minimum parcel size of at least 50 acres or more.

Section 2.03.02 of the Land Development Code would have to be amended to accommodate this.

Mr. Tom Lucas, county resident who commercially raises and breeds tropical birds, addressed the Board and expressed his thoughts and concerns. Discussion took place.

Motion made by Commissioner Marion Poitevint, seconded by Commissioner Kenrick Thomas, to approve moving forward with Land Development Code text change, to allow raising and breeding of tropical birds, for commercial purpose, with special use permit. Motion carried unanimously.

- Discussion of changing Interim Planner to Planner: Mr. Crosby presented to the Board, the idea of changing Interim Planner to Planner. He stated that Mr. Lang has been Interim Planner for fourteen (14) months and after discussion with Mr. Lang, Mr. Crosby proposed changing Mr. Lang's title from Interim Planner to Planner (full time planner) and increase monthly payment from \$1,250/month to \$3,000/month, effective June 1, 2019. Discussion took place.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Bill Martin to approve changing Mr. Lang from Interim County Planner to Planner and increase monthly pay to \$3,000/month, effective June 1, 2019. Motion carried unanimously.

For the record, Commissioner Kenrick Thomas has stepped out of the meeting at this time.

EMS/Fire

- Pay Rate Percentages for Fire/EMS: Mr. Crosby addressed the issue of the Pay Rate Percentages, for Fire and EMS. He stated this is not a pay increase request, it's that some Fire/EMS Personal are dual certified. Mr. Crosby stated that the request is to change the percentage charged between departments to support personal cost. Discussion took place.

It was the consensus of the Board of looking into and bring back for further consideration.

Commissioner Kenrick Thomas has rejoined the meeting.

Agenda Change(s); General

- Placement of Temporary Sign: Mr. Crosby presented a request from Pine Grove Baptist Church asking to place temporary sign on County Property. The sign was advertising Vacation Bible School.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Bill Martin to approve Pine Grove Baptist Church placing sign on vacant lot advertising VBS, week of June 10th. Motion carried unanimously.

- Career Source Contract: Mr. Crosby requested the Boards' approval to enter into a contract with Career Source allowing students to do EMS ride-a-longs, pending the approval of the County Attorney. Discussion took place.

Motion made by Commissioner Kenrick Thomas, seconded by Commissioner Marion Poitevint to approve contract with Career Source for students to apply, subject to County Attorney's approval. Motion carried unanimously.

Attorney's Report

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

See 4:15 p.m. Time Certain

Clerk's Report

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

Requesting approval of FDLE Grant Award: Mr. Newton presented the Certificate of Acceptance requiring the Chairman's signature and Boards' approval to accept the FDLE Grant Award, in the amount of \$28,566.00, for the project entitled Ballistic Vest Armor Plates and Tasers. Discussion took place.

Motion made by Commissioner Marion Poitevint, seconded by Commissioner Kenrick Thomas, to approve Chairman to sign FDLE JAG Grant Certificate of Acceptance, in the amount of \$28,566.00, for the project entitled Ballistic Vest Armor Plates and Tasers. Motion carried unanimously.

Budget Recap: Mr. Newton presented and discussed, for the Boards' information, a Budget Recap for Fiscal Year 2019 for Period Ending May 31, 2019.

RFP for Auditing Services: Mr. Newton presented, for the Boards approval, the Request For Proposal RFP 2019-001, for Annual Professional Auditing Services. Discussion took place.

Motion made by Commissioner Bill Martin, seconded by Commissioner Sharon A. Langford, to approve RFP 2019-001, for Auditing Services, with condition to insurance provision (and typo on front page Professional). Motion carried unanimously.

List of Lands Available – Three (3) Parcels: Mr. Newton presented three (3) parcels that are on the *List of Lands Available* for the Boards' consideration to **purchase** or **not to purchase**. Discussion took place.

Motion made by Commissioner Bill Martin, seconded by Commissioner Kenrick Thomas to decline purchasing three (3) parcels on List of Lands Available; 18-46-TD, 18-41-TD and 18-49-TD. Motion carried unanimously.

Mr. Newton addressed the issue of the *Selection Committee* for Audit Services. He stated that a Board Representative needs to be on the Committee. Discussion took place.

Commissioner Bill Martin was nominated to serve. Mr. Newton also requested that Richard Romans, Finance Director be on the committee as well as Bobby Crosby, County Administrator.

Motion made by Commissioner Sharon A. Langford, seconded by Commissioner Marion Poitevint, to add Commissioner Bill Martin, Bobby Crosby and Richard Romans to the Selection Committee for Audit Services.

Commissioners Reports

- Commissioner Marion Poitevint asked about permit being issued on parcel by Ira B Boat Ramp
- Commissioner Todd Gray thanked Steve Hudson, VSO, for Memorial Day Event

Old Business/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 Bill Martin, to adjourn. Motion carried unanimously.*** Chairman Gray adjourned the meeting at **5:38 p.m.**

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

Attest:

Approved:

Todd Newton, Clerk of Court

Todd Gray, Chairman