

December 2, 2014

JASPER, FLORIDA

REGULAR SESSION

The Board of County Commissioners, Hamilton County, Florida, met in regular session on Tuesday, December 2, 2014, at 9:00 a.m. in the Board Meeting Room, 207 Northeast First Street, Jasper, Florida. Present were Commissioners Robert Brown, Randy Ogburn, Josh Smith, Beth Burnam and Buster Oxendine, a full Board being present. Also present was County Attorney John McCormick, Attorney Cliff Adams and County Coordinator Louie Goodin.

The meeting was called to order by Chairman Josh Smith and led in prayer by John McCormick with the Pledge of Allegiance being led by Chairman Smith.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

CONSENT AGENDA

- Motion by Commissioner Ogburn to approve the Consent Agenda and to pull Item 1A (Minutes). Second was made by Commissioner Oxendine, motion carried with a unanimous vote.

HAMILTON COUNTY DEVELOPMENT AUTHORITY – STATUS REPORT

There was no one present from the Development Authority.

VETERANS MEMORIAL PARK – STATUS REPORT

Veterans Service Officer Clay Lambert was present and provided the Board with a status report of the progress of the Veterans Memorial Park. Mr. Lambert advised the Board that the bids have been received for the pavilion and that he is confident that he will have adequate funds for the project once he

receives the funds that have been promised. Commissioner Burnam discussed with Mr. Lambert about the committee agreeing to purchase chairs for the events. Mr. Lambert stated that the committee will discuss the issue at the next meeting.

ROAD PAVING PROJECTS – STATUS REPORT

Engineer Greg Bailey gave the Board a status report on the current road and building projects.

CR-135 – Mr. Bailey advised the Board that the Hunter Creek Bridge barrier walls have been constructed and that Anderson Columbia is in the process of preparing the roadway for the transition to the new bridge deck. Mr. Bailey stated that the completion time still appears to be mid-December.

GIBSON PARK RENOVATIONS – Mr. Bailey gave the Board a status report on the renovations at Gibson Park. Mr. Bailey stated that the ramp surfaces have been poured and that the contractor is currently pouring the divider for the ramps. Mr. Bailey also provided the Board with a change order reflecting the changes requested by the Board in the amount of \$4,016.95.

- Motion by Commissioner Oxendine to approve the change order for the Gibson Park Renovations in the amount of \$4,016.95. Second was made by Commissioner Brown, motion carried with a unanimous vote.

CR-143 – Mr. Bailey advised the Board that he is still waiting on approval form FDOT for the resurfacing project.

JENNINGS LIBRARY ADDITION – Mr. Bailey presented the Board with a copy of the plans for the Jennings Library addition and stated that he is ready to let the project for bids. The Board agreed by unanimous consent to allow Mr. Bailey to bid the project. The Board also agreed to advertise for bids in the Jasper News and for the building department to mail a certified letter for bids from the local contractors.

NW 23RD BLVD – Mr. Bailey advised the Board that he is still waiting on the right-of-way issues on the south end of the road to be resolved so he can establish the new right-of-way map.

SHIP / CDBG PROGRAM – STATUS REPORT

Ship Administrator Spencer Nabors presented the Board with a status report on the Ship program. Mr. Nabors also suggested that the Board allow him to place a ninety (90) day timeline of closing after approval by the Board in the contract paperwork rather than in the LHAP. After a brief discussion of the issue, the Board took the following action:

- Motion by Commissioner Brown to approve for the ninety (90) day closing timeline (after the date of approval by the Board) to be placed in the contract of the homeowners and for any requests for an extension to be approved by the Board. Second was made by Commissioner Ogburn, motion carried with a unanimous vote.

NW 23RD BLVD DEED ACCEPTANCE

Attorney Cliff Adams gave the Board an update on the right-of-way acquisition for NW 23rd Blvd. and advised that there are no deeds to be presented to the Board at this time. Mr. Adams also advised the Board that the owner of parcel #43 has requested the placement of a guardrail along their property for safety purposes. Engineer Greg Baiely then advised the Board that the road has been designed for the speed and right-of-way lines and that there is no requirement for guardrails. Mr. Adams then stated that there are three (3) families that have attorneys representing them and that he is meeting with them to negotiate and that there are six (6) owners that are still being contacted.

COMMITTEE APPOINTMENTS FOR BOARD MEMBERS

The Board discussed the list of committee assignments for the Board. The following changes were made: Commissioner Brown agreed to represent the Board on the Suwannee River Economic Council and Executive Board with Commissioner Ogburn agreeing to represent the Board on the North Florida Development Partnership. The Board also directed staff to contact the NFRPC and advise them that since the county are no longer utilizing their services that there would be no reason for a Board member to serve on their board.

CHRISTMAS HOLIDAY SCHEDULE

Clerk of Court Greg Godwin discussed with the Board the change in the holiday schedule for the Courthouse and Constitutional Officers due to the court not recognizing December 24th as a holiday. Mr. Godwin presented the Board with a letter from the State Courts System allowing the Chief Judges to utilize a discretionary holiday for December 26th. After a brief discussion the Board agreed to leave the county holiday schedule as is.

LEASE OF OLD LIBRARY BUILDING – REQUEST FOR EXTENSION

County Coordinator Louie Goodin discussed a written request from Pastor Phillip Jackson with the Empowering Tabernacle House of Prayer Outreach Ministry to extend the lease of the old Library building for another six (6) months in order to allow for the completion of their new Church. Mr. Goodin also advised the Board that the Historical Museum is not ready to occupy the facility as of yet.

- Motion by Commissioner Ogburn to approve the request for the six (6) month extension for the Empowering Tabernacle House of Prayer Outreach Ministry. Second was made by Commissioner Burnam, motion carried with a unanimous vote.

JENNINGS BLUFF PROPERTY

County Attorney John McCormick advised the Board that he would forward the deed for the Jennings Bluff property to the SRWMD this week.

PROJECT BARK – DISCUSSION

County Coordinator Louie Goodin advised the Board that the 2nd draft of the Economic Development Agreement for Project Bark is being reviewed by staff. The Board questioned some of the language in the agreement and was told by staff that they would have the opportunity to make changes in the near future. Mr. Bailey then advised the Board that Ms. Diane Scholtz is working on the State grants

DISCUSSION OF REDISTRICTING

County Attorney John McCormick presented the Board with a revised copy of the changes for the redistricting from Dr. Pennock showing the percentages and population for each of the five (5) districts. The Board stated that they would review the information and further discuss the issue at the next meeting.

APPROVE BILLS

- Motion by Commissioner Ogburn to approve the bills (vouchers 105755 – 105921 and checks 047348 – 047475). Second was made by Commissioner Oxendine, motion carried with a unanimous vote.

DISCUSSION OF PAD FOR CONEX BOXES

- Motion by Commissioner Ogburn to declare an emergency and approve for the Road Department to construct a milled pad for the placement of the Conex boxes for fire training based on the approval of the Inter-Local Agreement by the School Board. Second was made by Commissioner Oxendine, motion carried with a unanimous vote.

CORRESPONDENCE AND ANNOUNCEMENTS

- County Coordinator Louie Goodin advised the Board the Legislative Delegation will be in Hamilton County on December 8th at 5:30 p.m. The Board stated that they may be in attendance only for this meeting.
- Mr. Goodin also announced that FDOT will be holding their workshop and public hearings on December 9th from 2:00 – 6:00 at the Lake City District Office.
- Mr. Goodin announced that the grand opening for Pilot will be Thursday, December 4th from 10:00 – 10:30 a.m.
- Commissioner Burnam questioned staff regarding the old Antioch Church and cemetery property and the concern that several of her constituents have voiced about continuing to have access to the cemetery. Mr. Goodin stated that he is waiting to hear back from the company that

is leasing the property.

- Commissioner Oxendine questioned staff about the bids that have been let for salvage of obsolete equipment. Mr. Goodin advised that the bids are due back on December 4th.
- Chairman Smith discussed with the Board the possibility of still allowing the Landfill to recycle cardboard on a different schedule and to possibly use an existing employee. Mr. Goodin stated that he will report back to the Board regarding the request at the next meeting and the Board suggested that the item be placed on the agenda.
- Chairman Smith discussed with the Board the positions that will be vacated and the positions that are currently vacant at the Road Department and suggested that the Board consider increasing the employees for the department. Chairman Smith also requested a copy of the Road Superintendent's job evaluation for review by the Board and that the Road Superintendent assistant's position not be posted until further review of the Board.
- Chairman Smith also discussed with the Board the monthly report for the Water / Wastewater plant. Chairman Smith stated that the water quality is not what was originally proposed for the plant and that the filters currently have to be backwashed weekly. The Board discussed the water quality issue and requested that staff keep the Board updated.
- Chairman Smith also questioned legal staff as to the fertilizer being dumped on the edges of fields and just being left to wash during a heavy rain.

Chairman Smith recessed the Board meeting at 12:05 p.m. for lunch and stated that the Board would reconvene at 1:30 p.m.

Vice-Chairman Brown reconvened the meeting back to order at 1:45 p.m. due to the absence of Chairman Smith.

CDBG ADMINISTRATION PROPOSAL REVIEW AND RANKING

Clerk of Court Greg Godwin advised the Board that a proposal (from Institute Bldg Tech & Safety) was received at 2:40 p.m. and that the cut-off time for the proposals was 12:00 p.m.

- Motion by Commissioner Oxendine to reject the bid from Institute Bld Tech & Safety due to being received at 2:40 p.m. which was past the cut-off time of 12:00 p.m. Second was made by Commissioner Burnam, motion carried with a unanimous vote.
- Motion by Commissioner Oxendine to utilize the Total Points Criteria for the ranking of the 2013 CDBG Administration Proposals. Second was made by Commissioner Ogburn, motion carried with a unanimous vote.

The Board then interviewed firm #1 – Government Services Group, Inc. Jay Moseley was present to review their proposal and answer questions from the Board. The Board then interviewed firm #2 – In Touch Consulting Group, Inc. Spencer Nabors was present to review his proposal and answer questions from the Board. The Board then ranked the firms and the total ranking was as follows:

1. Government Services Group, Inc. – 290
2. In Touch Consulting Group, Inc. – 388

The Board then offered the 2013 CDBG Administration to In Touch Consulting Group, Inc. to which Mr. Nabors accepted.

- Motion by Commissioner Ogburn to award the Administration of the 2013 CDBG grant to In Touch Consulting Group, Inc. as agreed to be Mr. Nabors of ITC. Second was made by Commissioner Oxendine, motion carried with a unanimous vote.

County Attorney John McCormick advised the Board that he has reviewed the contract submitted by Mr. Nabors and that he would recommend approval by the Board.

- Motion by Commissioner Ogburn to execute the contract with In Touch Consulting Group, Inc. for the 2013 CDBG grant cycle. Second was made by Commissioner Oxendine, motion carried with a unanimous vote.

There being no further business before the Board, the Vice-Chairman adjourned the meeting at 2:32 p.m.

JOSH SMITH, CHAIRMAN

ATTEST:

GREG GODWIN, EX-OFFICIO CLERK