

CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
MINUTES
April 2, 2013

PRESENT AND ACTING:

THOMAS G. FLOWERS, CHAIRMAN
WILLIE T. GRANT
DARRELL MCDOUGALD
LEE SHELTON
MARION BROWN

DEPUTY HIRES
MATT FUQUA, ATTORNEY
CARLA A. HAND, CLERK
CARLA PEACOCK, DEPUTY CLERK

The meeting was called to order by Chairman Flowers at 6:00 p.m., CT. Commissioner McDougald led the Prayer and Pledge of Allegiance to the Flag.

APPROVAL OF MARCH 19, 2013 MINUTES

Chairman Flowers made a motion, seconded by Commissioner McDougald to amend and approve the March 19, 2013 minutes to correct the date of the Board meeting approving Contract Change Order #7 to November 13, 2012. The motion passed unanimously (5-0).

RACHEL MANSPEAKER, CALHOUN COUNTY HEALTH DEPARTMENT ADMINISTRATOR

Ms. Manspeaker asked the Board to adopt a resolution to recognize the week of April 1, 2013 as Public Health Week. She stated the Health Department has activities planned to celebrate all month and their theme is Return on Investment - Save Lives, Save Money. The Health Department works to improve the lives in their community. Ms. Manspeaker invited the County Commissioners and the community to join them this month in celebrating:

April 5, 2013 - Free Blood pressure screenings – Centennial Bank

April 9, 2013 - Community Health Assessment and Improvement Plan at Veterans Memorial Civic Center

April 20, 2013 - Free 5K Run – start at Cooper's Park

Ms. Manspeaker gave Clerk Hand the dates for the Improvement Plan meetings.

Commissioner McDougald made a motion, seconded by Commissioner Brown to adopt the Resolution to recognize the week of April 2, 2013 as Public Health Week. The motion passed unanimously. (5-0)

OR BOOK 14 PAGE 503

Ms. Manspeaker informed the Board that the Liberty County Health Department's partnership with Liberty Community Health Care through a federally funded grant, will end on April 30, 2013. She stated the Department of Health did not re-apply for the grant, but the Liberty County Health Department is working with HERSA, who administered the grant, to assist with the transition. Ms. Manspeaker stated the only services that the local Health Department will no longer provide are Adult Primary Care and Mental and Behavioral Health Care, which will be provided by the new grant awardee. She said the Health Department would make sure the patients receive care during the transition. Ms. Manspeaker also told the Board the Health Department will continue to provide care for the inmates in the county jail until the new grant application is awarded.

CARLA HAND, CLERK OF COURT

Clerk Hand came before the Board on behalf of Maxi Waldorff, IDA Board Chairman, and requested approval and execution of a supplemental agreement for professional monitoring services at the Atkins Park Wetland Mitigation site for one additional year. Clerk Hand reported the Florida Department of Environmental Protection and Army Corps of Engineers require monitoring for five years. The site has been monitored for three years, but has not met the agency's required success criteria; therefore they are proposing an additional year of monitoring. The fee is \$10,584.00 and would be paid for by a grant.

Commissioner McDougald made a motion, seconded by Commissioner Shelton to accept the supplemental agreement for monitoring at Atkins Park Wetland Mitigation site. The motion passed unanimously. (5-0)

DONALD STANLEY, PREBLE RISH, INC.

Mr. Stanley gave an update on the current Hazard Mitigation Grant Projects:

Mac's Nursery Rd – 100% complete

Gray Rd – 100% complete

Whitewater Grade/CR 287 – 100% complete

B.H. Stone Rd –100% complete. Installed the guard rails; this was the last remaining item to be completed except for the punch list items that he and Joe Wood will generate this week.

D.O.T. Project - Iola Rd Widening and Resurfacing – notice to proceed was issued on March 18, 2013 and the contractor should start by the end of the week.

Chairman Flowers inquired about the Catalyst site. Mr. Stanley stated they are waiting to advertise until they hear back from Sherry Martin with DEO for approval of the proposed advertisement.

Mr. Stanley reported the advertisement for the bids on the Health Department roof would be in this week's newspaper edition.

Mr. Stanley presented his evaluation of the Lime rock bids as requested by the Board during the March 19, 2013 meeting. Mr. Stanley reported on a unit price cost which includes the proposed bid purchase price at the mine and evaluation for haul cost that only included the truck driver and cost of fuel on the machine; he didn't include depreciation or maintenance. At 5.5 mpg rate on truck, the current price the

OR BOOK 14 PAGE 504

County is paying is \$3.59 for on road fuel. At hauling 21 tons per truck, based on the county's current expenses, it will cost .96 per mile to haul lime rock. Based on this information and the mile per round trip, Mr. Stanley presented the following:

Total cost per ton:

North FL Rock	\$8.22
Marianna Lime	\$8.97
Dolomite	\$8.88

Mr. Stanley stated North FL Rock has the lowest unit price based on his evaluation. They were the second low bidder, until the hauling cost is factored in, which makes their price lowest. Mr. Stanley recommended two separate motions. 1) Award the Hi-Calcium Lime rock bid to Marianna Lime Inc. @ \$7.00 per ton. 2) Award the FDOT certified road base bid – based on the evaluation he presented.

Commissioner McDougald made a motion, seconded by Commissioner Grant to award the Hi-Calcium Lime Rock contract to Marianna Lime Inc. at \$7.00 per ton. The motion passed unanimously (5-0)

Commissioner Shelton made a motion, seconded by Commissioner Brown to award the FDOT contract to North FL Rock at \$6.50. The motion passed unanimously (5-0)

LEON BROOKS – MARIANNA HI-CAL INC.

Mr. Brooks addressed the Board with his concern that the County was using dolomitic DOT rock on roads that already have high calcium rock and DOT doesn't allow the mixing of two different kinds of rock.

Mr. Stanley stated there is no conflict as our current lime rock roads are funded by FEMA for restoration to original quality; FEMA will not evaluate the existing rock material nor do they specify a calcium requirement.

ANGIE SMITH, EMERGENCY MANAGEMENT DIRECTOR

Ms. Smith reported the State released the DR-1785 funds last week and she is currently working on reimbursement requests. She stated there are eight large Project Worksheets (PWs) that are still in FEMA review for the time extension. Everything else has been released except these eight that exceeded the expiration date of last year. She reported she is working on final inspections for remaining DR 1831 projects, as all are now 100% complete. She is also working on nine PWs for closeout with the State.

Ms. Smith reported that she, Joe Wood, Dowling Parrish and Ronnie Stone met with the NWFL Water Management District regarding the new flood maps which go into effect June 16, 2013. Ms. Smith stated overall this would be a good change for the county as the old maps were prepared using thirty-year-old information.

Ms. Smith informed the Board that Calhoun County EOC has been invited to attend a Hazmat exercise by the Jackson County EOC on Friday April 12, 2013 and she would like permission to attend. Commissioner McDougald made a motion, seconded by Commissioner Shelton to give permission for EOC to attend the HAZMAT training in Jackson County.

OR BOOK 14 PAGE 505

Ms. Smith informed the Board that Calhoun County EOC is having a Department of Homeland Security tabletop exercise on April 17, 2013 at 9:00 a.m. She stated they have 30 committed to attend from different agencies, including DOC, Fire Department, Jackson County EOC, Gulf County EOC, Forestry, EMS and law enforcement.

Ms. Smith reported she is currently working on a logistics plan that must be submitted to the State by June 1, 2013. The State is looking for county government emergency fuel strategy, utilization of private businesses and industries in meeting emergency needs, list of vendors and location and information of points of distribution for water and other supplies.

Chairman Flowers stated Warden Payne at Calhoun C.I. has expressed interest in a table top exercise at the Institution and asked Ms. Smith to contact him to coordinate.

DEPARTMENT HEADS

TIM JENKS – MAINTENANCE SUPERVISOR

Mr. Jenks reported to the Board that Maintenance has been dealing with every day issues with plumbing and electrical, cutting grass, lining fields. He stated he has been assisting the Girl Scouts with the dog park and they will assist at the Relay for Life this weekend by putting up tents and lining the path.

Chairman Flowers stated the Board is looking at developing a park policy and would like Mr. Jenks to be involved in the process.

Mr. Jenks reported that a County employee had discovered a Florida State Hospital biohazard container containing needles at Ocheesee Park. He reported this to Angie Smith, EOC Director and she contacted Florida State Hospital to remove the container.

Mr. Jenks stated 85% of what the County picks up from the parks is household garbage. He stated they find mattresses, tires and many other large objects. He inquired about where they can take these items or what can be done to address the problem.

Commissioner McDougald stated the Board had asked WastePro for a quote to handle this type of waste and they have not responded. He stated he had recently asked Mr. Harry Cumbaa to give the Board a quote.

Mr. Jenks informed the Board that the Courthouse air conditioner would need replacing in the near future. He stated he is working with 1973 air handlers and cooling towers.

Chairman Flowers stated this issue has been brought to the attention of our legislature and it is looking like the County could get some help with this.

Attorney Fuqua said if the County doesn't get help from the legislature, they could try getting assistance from Rural Development. He stated the process can take up to a year and a plan would need to be in place before being presented to Rural Development.

OR BOOK 14 PAGE 506

Chairman Flowers stated the Board should start investigating the Rural Development process. Mr. Jenks stated he has prepared a plan to replace the cooling system.

RONNIE STONE, 9-1-1 COORDINATOR

Mr. Stone reported that the E9-1-1 System Grant has been received by Mr. Enfinger, State 9-1-1 Coordinator.

Mr. Stone requested permission to attend the State 9-1-1 Coordinator training April 28th – May 2nd in Panama City Beach. Commissioner McDougald made a motion, seconded by Commissioner Shelton to approve the travel and training. The motion passed unanimously. (5-0)

Mr. Stone reported he assisted EOC by installing a network emergency computer in dispatch that issues watches and warnings for storms and other disasters.

Mr. Stone stated he met with Carl Decter of Pictometry and Mr. Decter will provide a program (purchased by the past Administration) that will enhance our mapping system in dispatch by providing high resolution photographs that over lay our mapping program.

Mr. Stone reported that he attended training in dispatch by Geocom. He stated Geocom has a very good system. Mr. Stone explained when a 9-1-1 call comes in to dispatch; this system automatically shows the location where the call is coming from, whether from a wireless or landline phone. He explained in the past when a 9-1-1 call came in, the dispatcher would manually enter in the address or phone number and the map would move to that location. For wireless calls, the dispatcher would have to move to a computer with Google earth, enter the coordinates and the map would move to the location of the cell tower, not the location of the caller. Mr. Stone stated he had tested this system all over the county and every time it was successful in mapping the location of the call.

Mr. Stone stated he is scheduled for 9-1-1 Coordinator Webinars on April 5th and April 19th.

ELTON MCDANIEL, OFFICE MANAGER – ROAD DEPARTMENT

Mr. McDaniel gave the Board his monthly report folder outlining the activities of the road department and quotes for repair of various equipment. Chairman Flowers stated the Board would review the information and confer with Clerk Hand before making any decisions. Chairman Flowers presented a Monthly Inspection Report form to Mr. McDaniel and asked that the Road Department equipment operators to use this form and turn it in monthly.

DOWLING PARRISH, BUILDING INSPECTOR

Mr. Parrish reported that he is working on the ISO report and he is working with Tony Arrant on the flood ordinance. He reported he has inspections to complete on two homes and numerous pole barns and service upgrades.

Mr. Parrish requested permission to attend a BOAF meeting in Panama City on April 17, 2013. Commissioner McDougald made a motion, seconded by Commissioner Brown to approve the travel request. The motion passed unanimously. (5-0).

DAN CLEMONS, SHIP

Mr. Clemons gave an update on six SHIP jobs that were bid out on February 19th.

Willard O'Brian and Darlene Earhart septic systems - 100% complete

Gina Grantham – 100% complete

Peggy Adams – Completed final inspection April 2, 2013; punch list items will be completed by the end of the week.

Betty Corbin – 100% complete but requires additional measures to be completed to expend the remaining weatherization funds

Mr. Clemons notified the Board there is \$1286.86 in LHAP funds that must be spent by April 5th. He asked the BOCC to approve a \$600 increase in the Betty Corbin project (change order) payable from SHIP funds. Commissioner McDougald made the motion to approve the \$600 change order, seconded by Commissioner Grant. The motion passed unanimously. (5-0)

Mr. Clemons presented the Board with recommendations from the Affordable Housing Advisory Committee and copies of the updated Local Housing Assistance Plan (LHAP) and Policies and Procedures. Mr. Clemons asked the Board to review the recommendations and take action to approve or disapprove at the next Board meeting. He stated he has a deadline of May 2, 2013 to submit the recommendations to the State.

JUDY LUDLOW, UF EXTENSION AGENT

Ms. Ludlow gave an update on the Extension activities and stated things are going well. She reported the 4-H garden on Hwy 20 is really developing; raised beds are being adopted by children and their families. They will be selling bales of pine straw as a fundraiser this Friday and Saturday at \$1.00 per bale. Commissioner Brown inquired if students could volunteer with the Extension office to receive credit for volunteer hours. Ms. Ludlow stated they could.

JOE WOOD, PUBLIC WORKS DIRECTOR, GRANTS COORDINATOR

Mr. Wood requested Change Order No. 9 for HMGP projects on Grey Rd and Whitewater Grade.

1. There is a reduction of costs on B.H. Stone Road of \$4,000 from asphalt milling and additional sod needed on Grey Rd for stabilization in the amount of \$4,000. Mr. Wood explained the grantor agency is in agreement with this change; a net project change of zero.
2. Additional sod for stabilization is necessary on Whitewater Grade at a cost of \$6,900. Mr. Wood stated the Contractor proposed to perform stabilization measures by hauling fill, grading and shaping at no charge if the County purchases sod from him at \$1.70 per sq. yd. Our contract for sod with another contractor is \$1.85 per sq. yd. Mr. Wood explained the County would get the sod at a reduced price in addition to the work completed at no charge. Mr. Wood made a request to pay for this project out of the General Fund, subject to reimbursement from the Transportation Fund.

Commissioner McDougald made a motion, seconded by Commissioner Brown to approve Change Order Number 9. Chairman Flowers was opposed. The motion passed. (4-1).

OR BOOK 14 PAGE 508

Mr. Wood reported the Gradall was purchased for \$7,500 and he is working to get it titled.

Mr. Wood reported that Ed Barton with the Road Department will be taking over the duties for the Roadside Spraying Program. He stated Mr. Barton has completed all of the training to get his pesticide license except for one test and he should be licensed within the next few weeks.

Chairman Flowers inquired about the status of the van the County is loaning to the Calhoun Correctional Institution (CCI) for transportation of inmate work crews. Mr. Wood stated the van is ready for CCI to pick up. It has been registered and insured and the window has been replaced.

ATTORNEY TIME

Attorney Fuqua presented a deed for execution on the Watford eminent domain settlement.

COMMISSIONER TIME

COMMISSIONER SHELTON

Commissioner Shelton asked Mr. Stanley if he had price estimates for hauling dirt. Mr. Stanley stated he did not have the information, but would have it at the next meeting.

COMMISSIONER BROWN

Commissioner Brown brought up his concerns for safety of spectators during ballgames at Sam Atkins Park. He stated he is concerned about spectators being hit by foul balls and would like to investigate getting nets for the ball park. He inquired about liability if someone was hurt at the ball park. Attorney Fuqua explained the County has liability insurance and the ball league should have insurance.

Commissioner Brown stated he had contacts with business professionals who could assist with economic development and would like to invite them to speak with the Board.

CLERK HAND

The Clerk informed the Board the auditors have recommended amending the W-2s of certain employees for individual health insurance premiums paid to or on behalf of them outside of a Health Reimbursement Arrangement (HRA) or other IRS qualified tax free plan. The Clerk asked the Board to pay both the employee and employer share of the FICA and Medicare taxes for these employees and further explained most of these payments were for individuals that had individual Medicare policies and all had opted out of the county's group plan. It was further explained the savings in premiums paid should cover any additional taxes, penalties, and interest that may be owed from amending the W-2s. Commissioner McDougald motioned and Commissioner Grant seconded the Clerk's recommendation to pay both the employee and employer share of FICA and Medicare taxes resulting from amending employee W-2s. The motion passed 4-1 (Chairman Flowers voting no) Chairman Flowers asked the Clerk how much this would cost; the Clerk gave a range starting at \$15,000.

OR BOOK 14 PAGE 509

CHAIRMAN FLOWERS

1. Chairman Flowers stated in the next few weeks the County would be implementing a new employee evaluation form.
2. Chairman Flowers said the first Budget Committee Meeting will be held April 9, 2013 at 2:00 p.m. in the EOC room and asked that all department heads be in attendance.
3. Chairman Flowers stated the Board will hold a meeting at Blountstown High School on May 7, 2013 at 1:30 p.m. This is the 1st regular BOCC meeting for May.
4. Chairman Flowers presented to the Board that the Sheriff's Office would like to donate a vehicle to the County for use by Constitutional Officers, their employees, and County employees. The benefit is saving travel funds by using this vehicle instead of paying mileage whenever possible. Commissioner McDougald made a motion, seconded by Commissioner Shelton to accept the vehicle donated by the Sheriff's Office. The motion passed unanimously. (5-0)
5. Chairman Flowers presented to the Board for approval and execution the renewal policy for the fuel tank liability. A motion to approve and execute the fuel tank policy was made by Commissioner Grant, seconded by Commissioner McDougald. The motion passed . (5-0)
6. The Chairman presented to the Board the annual agreement with the Florida Municipal Insurance Trust (FMIT). Commissioner Grant motioned for the Chairman to sign the agreement, the motion was seconded by Commissioner McDougald and passed 5-0.
7. Melissa Boggs with Healthy Families asks for the Board's permission to place pinwheels outside of the courthouse to commemorate Child Abuse Prevention Month. There was general consensus between the commissioners with no vote being necessary.

MEETING ADJOURNED

There being no further business, a motion was made by Chairman Flowers to adjourn, seconded by Commissioner McDougald . The motion passed (5-0) to adjourn this meeting at 7:55 p.m. CT

ATTEST:


CARLA A. HAND, CLERK


THOMAS G. FLOWERS, CHAIRMAN

OR BOOK 14 PAGE 510