

CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
MINUTES
MAY 13, 2013

PRESENT AND ACTING:

THOMAS G. FLOWERS, CHAIRMAN
DARRELL MCDUGALD
LEE SHELTON
LEE LEE BROWN

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

The meeting was called to order by Chairman Flowers at 1:30 p.m., CT. The Prayer and Pledge of Allegiance to the Flag were led by Commissioner McDougald.

APPROVAL OF APRIL 2, 2013 SPECIAL HEARING, APRIL 16, 2013 AND MAY 7, 2013 MINUTES

A motion to approve the April 2, 2013 Special Hearing, April 16, 2013 and May 7, 2013 Minutes was made by Commissioner Brown, seconded by Commissioner McDougald. The motion passed unanimously (4-0).

CATALYST SITE BIDS

CONTRACTOR	TOTAL BASE BID
IC Contractors	\$384,244.15
SWC Construction Inc.	\$299,250.00
North Florida Construction	\$263,000.00
Duggar's Excavating Inc.	\$486,500.00
Cathey Construction	\$296,062.00
Gulf Group Inc.	\$742,200.00
C.W. Roberts Contracting	\$345,865.00
GCUC	\$383,215.00
GAC Contractors	\$288,520.00
Marshall Brothers	\$465,600.00

Mr. Stanley asked the Board to allow him to review the bids and report back later in the meeting.

Mr. Stanley informed the Board that one bid envelope for the Handicap Ramp was not marked with a company name on the outside; the bid requirements were to submit a separate pre-qualification package in a separate sealed envelope that would be opened and reviewed prior to the meeting. Either the bidder didn't submit a pre-qualifications or it was in the same envelope as the sealed bid. Mr. Stanley stated there were six other bidders who followed the bid requirements.

A motion was made to reject and disqualify the bid that did not submit a pre-qualification package by Commissioner McDougald, seconded by Commissioner Brown. The motion passed unanimously. (4-0)

COURTHOUSE HANDICAP RAMP BIDS

CONTRACTOR	TOTAL BASE BID
IC Contractors	\$26,748.92
Gulf Coast Home Solutions LLC	\$18,450.00
Panhandle Construction	\$26,890.00
North Florida Construction	\$24,840.00
Alexander Concrete Construction	\$25,853.00

Mr. Stanley asked the Board to allow him to review the bids and report back later in the meeting.

ANGIE SMITH, EMERGENCY MANAGEMENT DIRECTOR

Ms. Smith presented to the Board for approval and execution of Resolution 2013-11 to authorize Angie Smith, Emergency Management Director, to act as Project Manager for the Florida Boating Improvement Program project for Neal Boat Landing, and giving her the authority to apply for and administer the grant on behalf of the Calhoun County Board of County Commissioners.

A motion to approve Resolution 2013-11 was made by Commissioner McDougald, seconded by Commissioner Shelton. The motion passed unanimously. (4-0)

Ms. Smith presented to the Board for approval and execution the DR 15-4583R contract for the Calhoun County Courthouse Wind Retro-fit Project. The contract agreement is in the amount of \$1,269,265.00 for the purchase and installation of impact resistant material for windows, doors and entrances to the Courthouse. This is a modification to the Ag Center Wind Retro-fit project. Ms. Smith stated this contract is 100% grant funded.

OK/4 PAGE 526

A motion to approve the DR15-4583R Contract was made by Commissioner McDougald, seconded by Commissioner Shelton. The motion passed unanimously. (4-0)

DEPARTMENT HEADS MONTHLY REPORTS

TIM JENKS

Mr. Jenks reported that Maintenance is mowing a lot of grass. Commissioner Brown commented on the roof that was installed at the ball park and thanked Mr. Jenks for his work.

Chairman Flowers stated he had been in conversations with DOT about them sharing with the County some milling off some of their projects. Chairman Flowers asked if milling on the road leading to the 160 acres at the back of Sam Atkins Park would be helpful. Mr. Jenks replied that milling would be help.

Mr. Jenks stated he was working with the Girl Scouts on their dog park project and opening day is April 25, 2013.

Chairman Flowers asked if the building at Chipola Park that is damaged could be torn down. Mr. Jenks stated the County leases the building from St. Joe Company and the County would need to obtain permission to do so.

Commissioner Brown stated he had been receiving phone calls about overgrown grass at cemeteries. Mr. Wood stated the County does not have the personnel or equipment to mow all the cemeteries. Commissioner Brown inquired if the County had mowed the Voting precincts and Volunteer Fire Departments. Mr. Jenks stated in the past the County had mowed all the Volunteer Fire Departments and the Voting Precincts and the Board made the decision to mow only during voting time. Mr. Jenks stated the County has 31 locations to mow and maintain at present.

RONNIE STONE, 911 COORDINATOR

Mr. Stone reported to the Board he participated in the Homeland Security exercise last month along with Angie Smith, Emergency Management Director. Mr. Stone stated he has met with the ambulance staff to determine what tools they use to locate addresses and is researching to determine what he can do to assist them. He reported that he attended the 911 Coordinator Spring Meeting. Mr. Stone said the 911 system is rapidly growing into the next generation which is cell phones. He stated it is moving from a number driven system to a location driven system very rapidly with approximately 60% of all 911 calls coming from cell phones. He stated there would be a move to include texting within a year.

Mr. Stone stated he has been working closely with USA Software, who won the bid on the Sheriff's Department Computer Aided Dispatch (CAD) system, to download the 911 mapping system into the CAD system.

Mr. Stone reported the Rural Spring Grant for maintenance of the 911 system has been approved.

Mr. Stone reported that he, along with Dan Clemons, put up 30 road signs last month; issued seven 911 addresses and 189 updates for the data system.

ELTON MCDANIEL, OFFICE MANAGER – ROAD DEPARTMENT

Mr. McDaniel gave the Board his monthly report packet outlining the activities of the road department. Each Commissioner was also given a detailed account of the Road Department's activity in the Road Superintendent's Monthly Report for April.

There was discussion about the Department of Corrections (DOC) work crews not being able to come out as often to assist the County Road Department. Chairman Flowers stated this was attributed to staffing and budget issues within the DOC. He thanked Warden Payne for providing the work crews to the County. Chairman Flowers stated Joe Wood is currently working on getting eleven County employees certified to supervise the work crews. Mr. Wood stated the County should be prepared in the event DOC Correctional Officers stop supervising the DOC work crews. He stated the County would be required to provide the transportation. Commissioner McDougald stated the County should start looking at obtaining another van if the County will be providing transportation.

DAN CLEMONS, SHIP COORDINATOR

Mr. Clemons reported to the Board the Local Housing Assistance Plan (LHAP) has been submitted and approved for eligibility when funds become available. He also reported there is approximately \$33,000 remaining in the 2011-12 fund that must be expended or encumbered by June 30th and he is working on this. Mr. Clemons stated he is waiting to hear back from DEO on the Weatherization agreement.

JUDY LUDLOW, UF EXTENSION AGENT

Ms. Ludlow handed each Commissioner a copy of her monthly report and stated the following:

The 4-H Program is currently focused on Learning Gardens and Oglesby Plants International donated 140 blueberry plants to the gardens.

The Big River Cattlemen's Association has reorganized after 10 years. The Extension Service will serve as Secretary/Treasurer.

Ms. Ludlow welcomed Peggy Frith who has been hired as the Extension Office Manager.

Ms. Ludlow stated Joe Wood, Grants Coordinator, signed a letter of support on behalf of Calhoun County for a joint UF/FSU grant proposal to the USDA entitled "Extending Broadband to Selected Counties in Rural Florida." If awarded, this grant will provide the Ag Building high speed internet access for 18 months along with collecting data on use, impacts, and options for the future.

DOWLING PARRISH, BUILDING OFFICIAL

Mr. Parrish reported to the Board last month his office sold thirty building permits, two permits for new homes, six permits for new roofs, two permits for electrical pumps, two permits for pole barns, and three licenses.

DONALD STANLEY, PREBLE RISH, INC.

Mr. Stanley came back before the Board after reviewing the bids opened earlier in the meeting. Mr. Stanley reported North Florida Construction is the low bidder on the Calhoun County Catalyst Site and having met all the bid qualifications, he recommended to the Board to award the bid to North Florida Construction in the amount of \$263,000.00.

A motion to award the Catalyst Site bid to North Florida Construction was made by Commissioner McDougald, seconded by Commissioner Brown. The motion passed unanimously. (4-0)

Mr. Stanley reported the low bidder on the Courthouse Handicap Ramp is Gulf Coast Home Solutions LLC and having met all the bid qualifications, he recommended to the Board to award the bid to Gulf Coast Home Solutions LLC in the amount of \$18,450.00

Chairman Flowers referenced a letter to Clerk Carla Hand from Chief Judge Hentz McClellan approving up to \$20,000 from the court facility fund for the Courthouse Handicap Ramp.

A motion to award the Courthouse Handicap Ramp bid to Gulf Coast Home Solutions LLC was made by Commissioner McDougald, seconded by Commissioner Brown. The motion passed unanimously. (4-0)

Iola Rd Widening and Resurfacing Project – Mr. Stanley reported the project is 70% complete. Mr. Stanley anticipates the project will be completed by the end of May.

Mr. Stanley presented to the Board for approval Contract Change Order No. 2 for Iola Road C.I.G.P. Project for an increase of \$815.24. A motion was made by Chairman Flowers, seconded by Commissioner Shelton to approve Change Order No. 2. The motion passed (3-1) with Commissioner Brown voting no.

Mr. Stanley reported he had reviewed the bids for the Health Department roof and the only bid that met all the bid qualifications was the high bidder. Mr. Stanley recommended the Board allow him to re-advertise the bids. A motion was made to re-advertise the bids for the Health Department roof by Commissioner McDougald, seconded by Commissioner Brown. The motion passed unanimously. (4-0)

Chairman Flowers asked Mr. Stanley to also obtain quotes from the roofing contractors for replacing the roof at Hugh Creek Library.

Mr. Stanley recommended Roy Golden Road and Silas Green road for SCRAP solicitation and Hwy 69-A from Macedonia Rd to the Peanut Mill and Matthew Wood Rd for SCOP. The Board agreed by a general consensus.

Dr. Charbonneau addressed the Board to request a letter of support for Liberty Community Healthcare's application for a grant. A motion was made to give a letter of support to Liberty Community Healthcare by Commissioner McDougald, seconded by Commissioner Shelton. The motion passed unanimously. (4-0)

JOE WOOD, PUBLIC WORKS DIRECTOR

Mr. Wood stated the County is currently purchasing conventional (non-ethanol) gasoline. The Board made their decision based on information that ethanol was a detriment to two cycle engines and small engines; at the time there was only about a 12 cent per gallon difference in the price spread between the two gasolines, but since that time the price spread has increased between 35 – 45 cent per gallon. Mr. Wood stated the County's supplier has a retail outlet in Calhoun County that sells conventional gasoline. Mr. Wood stated it would save the County between \$15,000 - \$17,000 per year to purchase ethanol gasoline for the County Westside Depot and Road Department and to purchase conventional (non-ethonal) gasoline in 5 gallon pails at the suppliers retail outlet for use in the Maintenance Department's small engines, lawn mowers and weed eaters.

A motion to purchase ethanol gasoline at the County's fuel depots and to purchase conventional gasoline from a local supplier for use in small engines, lawn mowers and weed eaters was made by Commissioner McDougald, seconded by Commissioner Shelton. The motion passed unanimously. (4-0)

Mr. Wood reported Sheriff Kimbrel has agreed to provide 6-8 County inmates to work at the Recycling Center and he also provided a Deputy to supervise the inmates. Mr. Wood stated this has been accomplished with working the inmates only two days per week. Mr. Wood reported the Sheriff has provided this service at no cost to the County. If more hours are required, the Sheriff would like the Board to help pay the Deputy's salary at \$14.00 - \$15.00 per hour. Mr. Wood stated he doesn't think it will take more than two days per week to complete the work at this time. Mr. Wood thanked the Sheriff for his contribution.

Mr. Wood asked the Board for permission to negotiate on behalf of the County with Ms. Young to pursue other options in lieu of lime rock on Coley Road. (As previously agreed to)

A motion to give Joe Wood permission to negotiate on behalf of the County with Ms. Young regarding the contract to lime rock Coley Road was made by Commissioner Shelton, seconded by Commissioner McDougald. The motion passed unanimously. (4-0)

Mr. Wood discussed a problem with water runoff on CR275 just South of Shuman Ferry Rd. He stated this area was designed as a watershed and there was no back slope to the ditches and subsequently water runs across the property where houses are now built. A few years back the County built back slopes on part of the ditches; there is one stretch of ditch that was not completed in front of one of the homes. Mr. Wood stated he has an estimate from Donald Stanley of \$800.00 to take care of this issue. There was a general consensus of the Board to complete the work on this issue.

Mr. Wood brought up the previous matter of selecting a road to perform a test between the DOT lime rock and Hi-Cal lime rock. Mr. Wood stated J.W. Alexander Road had been selected as the test road and the adjacent property owners are in agreement with the project. Mr. Wood stated the price to complete this test is approximately \$22,000 for approximately ½ mile. The issue was tabled until the next board meeting.

ATTORNEY TIME

Attorney Fuqua stated the County's insurance representative wants to settle the Bottoms lawsuit for \$80,000. He stated the County has met the deductible. Attorney Fuqua recommended the Board approve this settlement amount.

A motion to approve and accept an offer to settle Bottoms vs. Calhoun County lawsuit in the amount of \$80,000.00 was made by Commissioner McDougald, seconded by Commissioner Shelton. The motion passed unanimously. (4-0)

Attorney Fuqua stated Pace Wood has an ongoing Workers Compensation claim and Mr. Wood contacted Workers Comp to settle the claim. Attorney Fuqua stated Workers Comp indicated they would be willing to settle, but Pace Wood stated he would not issue a general release unless he received compensation from the County for being terminated. Attorney Fuqua recommended the Board not take any action on this matter.

Attorney Fuqua stated Dr. Farooqi has agreed to a six month lease at \$1,200 per month. (plus taxes) A motion to approve the lease with Dr. Farooqi for six months at \$1,200 per month was made by Commissioner McDougald, seconded by Commissioner Brown. The motion passed unanimously. (4-0)

COMMISSIONER TIME

COMMISSIONER MCDOUGALD

Commissioner McDougald discussed the amount of phone calls Joe Wood receives and asked the other Commissioners to try and handle issues themselves before calling Joe or referring the caller to Joe. Commissioner McDougald stated grants, grant coordination and road priorities need more attention from Joe and sometimes he gets behind because he is spending time on issues that the Commissioners should be handling themselves.

Commissioner Shelton stated he had never given a citizen Joe's phone number.

Chairman Flowers responded that he probably calls Joe Wood more than anyone else. Chairman Flowers stated he has full faith in Mr. Wood and felt sure if Mr. Wood had a problem with his position he would speak up. Chairman Flowers stated there are five districts with 32 areas the County Maintenance Department manages; there are 14,752 people who reside in Calhoun County who need help from the different agencies. Chairman Flowers stated Mr. Wood is good at talking to citizens and helping to work out problems in other districts. Chairman Flowers stated he answers phone calls in every district no matter who the Commissioner is or no matter what the problem is. He stated the Commissioners represent every part of this County.

CHAIRMAN FLOWERS

Chairman Flowers brought before the Board a renewal of a line of credit with Centennial Bank. Chairman Flowers asked that the Board not renew the line of credit until the new financial statements come out.

Attorney Fuqua stated the purpose of this is so the bank will have the most current financial statements to make a determination on the amount of credit they extend in the event there are changes to the financial statements.

Chairman Flowers stated the Board needed to add Joe Wood's car to the surplus inventory which will be sold at the Sheriff's auction in June. Chairman Flowers stated Mr. Wood's new County vehicle has been ordered. A motion was made to add Joe Wood's County car to the surplus inventory and sell it at the Sheriff's auction by Commissioner Brown, seconded by Commissioner McDougald. The motion passed unanimously.

Chairman Flowers asked the Board to think about who they would like to appoint to the Value Adjustment Board.

Chairman Flowers brought before the Board a letter from Richard Williams, Executive Director of the Chipola Regional Workforce Development Board, informing the Commission that Board

member Raymond Russell's term will expire on June 30, 2013. Mr. Williams stated Mr. Russell was an excellent member and he has agreed to serve another term should the Commission re-appoint him. Chairman Flowers stated Mr. Russell had the best attendance record of the Board members.

A motion to re-appoint Raymond Russell to the Chipola Regional Workforce Development Board was made by Commissioner McDougald, seconded by Commissioner Shelton. The motion passed unanimously. (4-0)

Chairman Flowers stated the Sheriff's Department has applied for a grant for the COPS Hiring Program. After some discussion, a motion was made to approve and execute the grant application contingent upon the County not being obligated in the future by Commissioner Shelton, seconded by Commissioner Brown. The motion passed unanimously. (4-0)

Chairman Flowers made a motion to allow the Supervisor of Elections, Margie Laramore to move her office to the first floor of the Courthouse in the office space currently occupied by the Building Inspector and SHIP office; move the EOC office to the Supervisor of Elections office; move the Building Department and SHIP offices to the same vicinity as the Supervisor of Elections office. The motion was seconded by Commissioner Brown. The motion passed unanimously. (4-0)

Chairman Flowers stated the Calhoun-Liberty Hospital has extended the ambulance contract to September 30, 2013 to match up with the County's fiscal year at no increase in the current rate.

Chairman Flowers asked Attorney Fuqua to read aloud a series of emails. The emails were from Rick Saunders, Closeout Specialist Team Leader contracted by the State and Robert (Bob) Siebert, Interim Deputy Bureau Chief Recovery, Florida Division of Emergency Management to Angie Smith, Emergency Management Director, Calhoun County. The emails discussed DR 1831 project closeouts. In an email to Ms. Smith dated May 3, 2013, Mr. Saunders stated there were a lot of costs that were in excess of and/or outside the scope of work of the original version. He sought guidance from Mr. Siebert, Florida Division of Emergency Management on this issue. Mr. Saunders was instructed by Mr. Siebert to allow all costs that were included in the scope of work, but not to expand the scope of work. Mr. Saunders stated he was the FEMA PAC for Calhoun County on DR 1831. He stated the County was given early guidance by the Public Assistance Officer that sod and seed/mulch costs would not be eligible unless there were severe erosion control problems and unless those problems were documented. The County was instructed that ditches did not warrant erosion control. He stated if there were any special considerations that were missed in the original version, they will take those into account, but he reminded her that Sonny and/or a Preble-Rish representative accompanied the FEMA project officer on every site visit and that Sonny reviewed every Project Worksheet that was written so they could agree on the scope of work and minimize these after the fact disputes. Mr. Saunders warned there was a good chance that FEMA would deduct these costs if they were not included in the original scope of work, but the County has the right to appeal any closeout results within 60 days of receipt of each official Project Worksheet closeout

BOOK 14 PAGE 533

notification from the State. In an email to Bob Siebert dated April 28, 2013, Mr. Saunders stated this closeout was typical of what they had been receiving for DR 1831 closeouts and it was compiled prior to Sonny O'Bryan's departure. Mr. Saunders stated there was sod, concrete (for ditches), rip rap and filter fabric, none of which were included in the original scope of work. In addition, there was 40% more limerock than the original version allowed. The original version was based on an average of 4" limerock, which was the standard amount used in this storm.

Chairman Flowers asked Ms. Smith prior to her taking the position of Emergency Management Director, how many files were there to be closed out. Ms. Smith stated approximately 80. She stated approximately 25 have been sent to the State for closeout.

Chairman Flowers stated the County paid approximately \$526,000 for seed and mulch that will not be eligible for reimbursement. He stated this does not include sod.

Chairman Flowers handed out a list of figures for ineligible costs for DR 1785 and DR 1831 totaling \$751,067.00 that the County could potentially have to pay back.

Chairman Flowers brought before the Board a request for a letter of support for the Old Courthouse renovations. A motion was made to grant the letter of support by Commissioner McDougald, seconded by Commissioner Brown. The motion passed unanimously. (4-0)

Chairman Flowers stated he had been in contact with DOT officials who agreed to give the County part of the milling off of 69-A, Hwy 20, and SR 392 if the County could give them some specific projects. One of the projects Chairman Flowers had in mind was at Sam Atkins Park and going into the Tri-County Ag Park on the property owned by the County; also the area from Calhoun Correctional Institution's compound to their shooting range. Chairman Flowers asked the Commissioners to think about projects and bring them back to the next meeting to compile a list to submit to DOT.

Chairman Flowers brought before the Board for approval the Calhoun County Airport Liability insurance policy renewal. A motion was made to renew the policy by Commissioner McDougald, seconded by Commissioner Brown. The motion passed unanimously. (4-0)

Chairman Flowers brought before the Board for approval a settlement offer for the Scott's Ferry Volunteer Fire Department's building and fire truck. A motion was made by Chairman Flowers to accept the settlement offer for the damage to the Scott's Ferry Volunteer Fire Department building and fire truck, seconded by Commissioner Brown. The motion passed unanimously. (4-0)

Chairman Flowers brought before the Board a request from the UF Extension office to sign a letter of support for a project that will bring very fast high speed broadband to the UF/IFAS County Extension office in Calhoun County in 2014. The project is collaboration between the Florida State University Information Institute and the University of Florida Institute of Food and

2014 PAGE 534

Agriculture Sciences Extension. Chairman Flowers made a motion to sign the letter of support for this project, seconded by Commissioner Shelton. The motion passed unanimously.

Kelli Dunn with The County Record addressed the Board and asked a few questions regarding the DR 1831 project closeouts.

MEETING ADJOURNED

There being no further business, a motion was made by Commissioner Shelton to adjourn, seconded by Commissioner Brown. The motion passed (4-0) to adjourn this meeting at 4:40 p.m.

ATTEST:



CARLA A. HAND, CLERK


THOMAS G. FLOWERS, CHAIRMAN