

CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
MINUTES
AUGUST 20, 2013

PRESENT AND ACTING:

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

MANUEL HIRES, BALIFF
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. The Prayer and Pledge of Allegiance to the Flag were led by Joe Wood, Public Works Director/Grants Coordinator

APPROVAL OF AUGUST 6, 2013 REGULAR MINUTES; AUGUST 14, 2103 SPECIAL MEETING AND VOUCHERS 1308-GS; 1308-2G; 1308-2RD; 1308-2E; AND 1308-2S.

A motion to approve the August 6, 2013 regular meeting minutes, August 14 Special Meeting minutes, and Vouchers 1308-GS; 1308-2G; 1308-2RD; 1308-2E; and 1308-2S was made by Commissioner Shelton, seconded by Commissioner Brown and passed unanimously 5-0.

AWARD BID FOR CALHOUN COUNTY AIRPORT NORTH APRON EXTENSION PHASE 2

Chairman Flowers read a letter of recommendation from URS Corporation to award the contract to the apparent low bidder, Panhandle Construction of Clarksville, Florida. Bid amount:

Base Bid:	\$285,447.90
Add. Alternate:	\$ 9,555.00
Total Base Bid:	\$295,002.90

A motion to award the Calhoun County Airport -North Apron Extension Phase 2 to the apparent low bidder, Panhandle Construction was made by Commissioner McDougald; seconded by Brown and passed unanimously 5-0.

Fair Housing Information Session

Deborah Belcher, the County's CDBG grant consultant provided a two-page flyer "Basic Facts about the Federal Fair Housing Act". She stated that there are fair housing laws at the federal, state and county levels. Discrimination in the sale, rental or financing of housing is illegal if it is based on race, color, national origin, religion, sex, familial status or disability. The most common complaints now are based on familial status and disability. MS Belcher answered questions from the Board of Commissioners. There were no questions or comments from the audience.

First Public Hearing on CDBG

Deborah Belcher, Calhoun County's CDBG grant consultant stated that Calhoun County could apply for \$700,000 in the Florida Small Cities Community Development Block Grant program. She described the four grant categories, and said the County can apply in the Housing or Neighborhood Revitalization category, and also in the Economic Development category if there is an appropriate business project. She also discussed the competitive factors in the application process, and answered questions from the Board of Commissioners.

Chairman Flowers called for Public Comment. The record reflects there were no public comments.

Selection of CDBG Application Category

There was discussion of the Housing and Neighborhood Revitalization categories, especially road drainage and paving. A motion was made by Commissioner Brown, seconded by Commissioner McDougald, and carried to apply for a CDBG Grant in the Neighborhood Revitalization category. Ms. Belcher asked if the application project should be road paving with applicable drainage and the Board of Commissioners all concurred.

ROBERT HODGE, 21215 CR 69A

Mr. Hodge spoke to the Board about an issue on his property at 21215 CR 69-A; a nine year old complaint. He stated when the County Road Department sent out crews to clean up debris from the 2004 tornado a culvert on his driveway was damaged. Mr. Hodge said the County replaced the damaged culvert with a used pipe and also said he was told by his Commissioner and the County Manager the pipe would be replaced with a new one as soon as possible. Mr. Hodge stated the pipe has not been replaced yet and he has spoken to his Commissioner several times about this issue.

The County Engineer, Donald Stanley informed the Board and Mr. Hodge this road is on the five-year work plan for widening and the concrete ditches will be replaced. At the direction of the Board, Joe Wood and Donald Stanley asked Mr. Hodge to meet with them at 9:00 a.m. on August 21, 2013 to look at the culvert and determine what could be done. Mr. Hodge agreed to meet with Mr. Wood and Mr. Stanley.

BETTY HODGE, 21215 CR 69A

Ms. Hodge stated she is the wife of Mr. Hodge and she addressed her concerns with the ditch on CR 69-A not being cleaned or mowed. She also stated she did not like the spraying program because her oak tree was sprayed and it made everything brown and ugly. Commissioner McDougald explained the County is trying to keep all the roadsides mowed, but it has been difficult with all the rain and equipment breakdowns. She inquired why the inmate work crews were not mowing the ditches. Chairman Flowers explained the State has drastically cut back on the work crews, also explaining Board employees are currently training with DOC to supervise inmate work crews. He stated the negative side to the County obtaining inmate works crews is having to purchase vehicles and equipment.

JIM KEARCE

Mr. Kearce asked the Board to name the Calhoun County Airport drive (coming off Hwy 71) as Maxi Waldorff Drive.

Mr. Kearce also asked the Board to name the Airport after Col. Terrell Yon. Mr. Kearce stated Mr. Yon is a highly decorated World War II hero and was awarded the French Legion of Honor medal.

Mr. Kearce stated he believes the Airport is the key to economic development and naming the Airport after Col. Yon would bring attention and recognition to the Airport and our area.

Chairman Flowers told Mr. Kearce the Board would consider his recommendations.

HOWARD JOHNSON SR. – WOODMEN OF THE WORLD LODGE 61

Mr. Johnson addressed the Board requesting permission to erect a monument in honor and appreciation of all First Responders: Emergency Medical Personnel, Firefighters, Law Enforcement, and Rescue Squads... past, present, and future. Mr. Johnson stated Woodmen Lodge 61 would donate all funds and there would be no cost to the County. Mr. Johnson suggested the monument be placed on the lawn in front of the Courthouse, east of the handicap ramp and south of the sidewalk.

A motion was made to allow Woodmen of the World Lodge 61 to erect a monument on the lawn in front of the Courthouse in appreciation and honor of First Responders by Commissioner McDougald, seconded by Commissioner Brown and passed unanimously 5-0.

Mr. Johnson stated there are tentative plans to have a dedication ceremony on September 11, 2013 at 5:00 p.m. and invited the Commissioners to attend.

Chairman Flowers asked Mr. Johnson to contact Tim Jenks to coordinate the placement of the monument. Mr. Johnson agreed to coordinate with Mr. Jenks.

STEVE OSWALT, FLORIDA FOREST SERVICE

Mr. Oswalt presented a copy of the Florida Forest Service Annual Report to each Commissioner and gave an overview of the services and programs provided by the Florida Forest Service.

Mr. Oswalt presented to the Board for approval and execution the Operational Plan between the Florida Forest Service and the Calhoun County Board of County Commissioners. Attorney Fuqua stated he would review the plan for approval and execution at the next Board meeting.

AMANDA MCLAIN – 21382 PARADISE LANE, ALTHA FL 32421

Ms. McClain addressed the Board concerning flooding on her property in Paradise Estates, located off Hwy 275/Buddy Atkins Lane in Altha. Ms. McClain stated she has researched and has not located on record the developer's Engineer for this platted subdivision, nor did she find where the County Engineer signed off on this subdivision. She asked the Board to take responsibility and correct the flooding issues. Attorney Fuqua explained Paradise Estates is not a platted subdivision; it is an exempt subdivision that did not require storm water retention requirements. The Attorney further explained the County was under no obligation to take any action on the flooding issues, but they want to help the property owners with their flooding problems. Commissioner McDougald stated he is aware of the problems and he has met with the Public Works Director and the County Engineer at the property and they have come up with a solution. Commissioner McDougald stated he has received permission from adjacent property owners to clean out the ditch which should alleviate the drainage problems and stop the flooding. Joe

Wood, Public Works Director, explained if the ditch is repaired and cleaned properly it should last a very long time.

MAXI WALDORFF, IDA BOARD & CALHOUN COUNTY AIRPORT

Mr. Waldorff reported the Airport has funds allocated from DOT to replace the entrance drive going into the Airport.

Chairman Flowers inquired about the status of the Jones' T-hangar leases. Attorney Fuqua stated he sent a lease to the Jones' attorney with a modification for the use of equipment and a resulting charge to them for additional electricity usage. Mr. Waldorff stated the IDA Board voted not to renew the Jones' leases. Chairman Flowers stated the leases have not been presented to the Board and the Board will discuss the leases when presented. Chairman Flowers asked Mr. Waldorff to make certain security lights at the Airport are working. Mr. Waldorff informed Chairman Flowers repairs to those lights have been made.

DONALD STANLEY, COUNTY ENGINEER

Mr. Stanley gave an update on the Catalyst site stating there has been good progress by the County and North Florida Construction considering the weather.

Mr. Stanley presented to the Board proposed Change Order #1, Health Department Roof, to extend the contract by 60 days due to rain and to add \$300 for self-adhesive underlayment to be installed at the back door. This is based on the contractor's recommendation to prevent water intrusion.

A motion was made to approve proposed Change Order #1 for the Health Department Roof by Commissioner Grant, seconded by Commissioner McDougald and passed unanimously 4-0. Commissioner Brown left the meeting early.

ANGIE SMITH, EMERGENCY MANAGEMENT DIRECTOR/GRANTS ADMINISTRATOR

Ms. Smith presented to the Board for approval and execution the County Incentive Grant Program (CIGP) for widening and resurfacing CR 69 (beginning at CR 275 traveling north 4.7 miles to Sheard Rd) in the amount of \$984,708.00.

A motion to approve the County Incentive Grant Program Agreement for widening and resurfacing CR 69 was made by Commissioner Grant, seconded by Commissioner McDougald and passed unanimously 4-0.

Ms. Smith presented for approval and execution Resolution 2013-22 authorizing the Chairman of the Calhoun County Board of County Commissioners to enter into and execute the CIGP Agreement for widening and resurfacing CR 69.

A motion was made to approve and execute Resolution 2013-22 by Commissioner Grant, seconded by Commissioner McDougald and passed unanimously 4-0.

Ms. Smith presented for approval and execution Small County Outreach Program Agreement (SCOP) for widening and resurfacing CR 392 (from CR 10 to SR 73) in the amount of 832,021.00.

A motion was made to approve and execute the SCOP Agreement for widening and resurfacing CR 392 by Chairman Flowers, seconded by Commissioner Grant and passed unanimously 4-0.

Ms. Smith presented to the Board for approval and execution Resolution 2013-23 authorizing the Chairman of the Calhoun County Board of County Commissioners to enter into and execute the SCOP Agreement for widening and resurfacing CR 392.

A motion to approve and execute Resolution 2013-23 was made by Chairman Flowers, seconded by Commissioner Grant and passed unanimously 4-0.

Ms. Smith presented to the Board for approval and execution the Professional Services Agreement with Preble Rish for 10% of the agreement, as FDOT allows, on CIGP – CR69.

A motion was made to approve the Professional Services Agreement with Preble Rish for CIGP - CR69 by Commissioner McDougald, seconded by Commissioner Grant and passed unanimously 4-0.

Ms. Smith presented to the Board for approval and execution the Professional Services Agreement with Preble Rish for 10% of the agreement, as FDOT allows, on SCOP – CR 392.

A motion was made to approve the Professional Services Agreement with Preble Rish for SCOP- CR 392 by Chairman Flowers, seconded by Commissioner Grant and passed unanimously 4-0.

Ms. Smith presented to the Board for approval and execution the Professional Services Agreement with RingPower for quarterly inspections and maintenance of the Courthouse, Road Department, and Mossy Pond generators. The agreement is for 3 years and the quotes also include an annual load test.

- Courthouse: \$1,550.00
- Road Department: \$1,450.00
- Mossy Pond: \$1,240.00

A motion to approve the Professional Services Agreement with RingPower for the maintenance and inspections of the generators was made by Commissioner Grant, seconded by Commissioner McDougald and passed unanimously 4-0.

CHAIRMAN FLOWERS CALLED FOR A 10 MINUTE RECESS AT 7:40 P.M.

CHAIRMAN FLOWERS CALLED THE MEETING BACK TO ORDER AT 7:50 P.M.

ECONOMIC DEVELOPMENT

Commissioner McDougald stated at the last meeting Commissioner Brown asked for a report on industrial development in Calhoun County. Commissioner McDougald stated the Board is charged with the responsibility of having a vision for the future of Calhoun County. He stated there are several organizations/businesses that assist Calhoun County with economic development:

- Industrial Development Authority (IDA)
- Chamber of Commerce – Kristy Terry, Executive Director
 - Sub-committee linking IDA to Chamber
- Super Council (Altha Town Council, Calhoun County Commissioners, Calhoun Co. School Board, Blountstown City Council)
- Preble Rish Engineering
- Volunteer Organizations – Garden Club, Little League, Pioneer Settlement, prison labor

- Legislative – Marti Coley, Bill Montford, Halsey Beshears, Steve Southerland, Jimmy Patronis
- Lobbyist – Patrick Bell
- Florida Association of Counties
 - Small County Coalition
- Apalachee Regional Planning Council (ARPC)
- Chipola Regional Workforce Development Board – Richard Williams

Commissioner McDougald asked Bill Williams, consultant and Kristy Terry, Calhoun County Chamber Director to attend this meeting and speak to the Board.

BILL WILLIAMS, CONSULTANT

Mr. Williams of SCG Governmental Affairs, explained how Calhoun County may be able to access funds for Watershed Restoration and Protection projects. Mr. Williams also stressed the importance of being involved with other counties and proposed a workshop for providing additional information on the type of services he can provide to Calhoun County in obtaining certain RESTORE ACT funds.

KRISTY TERRY, EXECUTIVE DIRECTOR - CALHOUN COUNTY CHAMBER OF COMMERCE

Ms. Terry gave a presentation to the Board on Economic Development. She discussed the following and provided a handout.

- Tax Abatements/incentives and the need for Calhoun County to be competitive with surrounding counties
- Infrastructure – Hwy 71 North Corridor
- Lodging – Bed tax
- Tourism as Economic Development – work with RiverWay South organization
- Mega-Site Concept
- Strategic Planning
 - Beginning in September, the Chamber will host monthly “Strategic Planning” sessions that focus on economic development for Calhoun County.
 - Sessions will last a few hours and will engage local leaders as well as citizens who have an interest in economic development.
 - Sessions will be facilitated by Jim Brook, Executive Director of Opportunity Florida.
 - Process may last up to six months, but is absolutely necessary to develop a PLAN for Calhoun County that is based on an honest situational analysis, as well as a realistic assessment of the future.

DONALD STANLEY (ON ECONOMIC DEV)

Mr. Stanley will advise the Board of funding opportunities as they arise and also mentioned the \$4,090,803 project submitted to Water Management on behalf of Calhoun County. The project is described as paving of 237,200 LF (nearly 45 miles) along 12 currently unpaved roads proximate to the Apalachicola River, Chipola River, and lakes within the watershed to prevent sedimentation into the surface waters.

MAXI WALDORFF, IDA BOARD

Mr. Waldorff stated the IDA Board is continually looking for opportunities for economic development and job creation. He mentioned the new business that recently opened at the

M. Waldorff



Calhoun County Airport. Mr. Bob Fleck, IDA Board, invited everyone to attend the ribbon cutting ceremony for the new business, Eagle Aviation, on Thursday August 23rd at 9:00 a.m. at the Calhoun County Airport.

Commissioner McDougald reminded everyone the next Board meeting is scheduled to be held at Altha School on September 3, 2013 at 1:00 p.m.

Attorney Fuqua reminded the Board he would not be available for the Board meeting on September 3, 2013, but stated he would be available on Friday, September 6, 2013.

A motion was made by Commissioner McDougald and seconded by Commissioner Shelton to hold a meeting of the Calhoun County Board of County Commissioners on September 6, 2013 at 1:00 p.m. CT at Altha Public School and if needed to change the location to the County Commission Board Room for the same date and time. The motion passed unanimously 4-0.

JOE WOOD, PUBLIC WORKS DIRECTOR/GRANTS COORDINATOR

Mr. Wood reported he has been in negotiation with the Blountstown City Manager on the renewal of the lease for Water Well #3 at Sam Atkins Park. At the last meeting, Commissioner Grant asked Mr. Wood to find out how much water the City was providing the County at no charge. Mr. Wood reported under the current lease agreement the City is providing 20,000 gallons of potable water per month to the County at no charge. Mr. Wood stated the County uses approximately 1.8 million gallons of water per year. Mr. Wood explained to the Board the proposal he and the City Manager have tentatively come up with is for the City of Blountstown to provide 2.4 million gallons of water per year to the County forever provided the County deeds the approximate ½ acre lot together with Water Well 3#. Attorney Fuqua stated he needed to review this agreement before the Board takes any action.

Mr. Wood reported the agreement with the Health Department for County inmate medical care will end on August 30th. Mr. Wood stated the grant to provide Adult Primary Care was awarded to an organization in Panama City and he will be meeting this week with representatives to discuss PanCare's interest in providing medical care to Calhoun County jail inmates. Mr. Wood reported PanCare will need a building in Calhoun County to provide services and Dr. Farooqi will be moving out of the old Health Department building on Oct. 31, 2013.

Chairman Flowers asked Ms. Rachel Manspeaker, Director of the Calhoun-Liberty Health Department to come to the podium and give an update.

Ms. Manspeaker reported the Health Department did not re-apply for the Federally Qualified Health Center (FQHC). She stated the contract has been awarded to PanCare, a non-profit organization in Panama City, Florida. PanCare will be taking over Adult Primary Care for Calhoun and Liberty Counties. Ms. Manspeaker stated once PanCare opens their doors, the Health Department can no longer provide medical care to the County inmates. The CEO of PanCare will be in Calhoun County on Thursday of this week and he will be looking for a building. Chairman Flowers stated he will report back to the Board after meeting with the CEO.

Mr. Wood reported the mower tractor has been repaired - \$500.00. The brand new Bush Hog rotary mower has been ordered.

Mr. Wood reported the Road Department has hauled approximated 42 loads of millings from the old Bay County Airport at no charge for the milling and will have approximately 2 more weeks to haul the

millings before the Contractor will start charging. Mr. Wood stated he will update the Board at the next Board meeting.

ATTORNEY FUQUA

Nothing to report

CLERK HAND

Clerk Hand reported on insurances that are renewing in October:

- Workers Comp – Workers Comp mod rate has decreased by 6%, workers comp rates have increased by 6% - This should result in no increase unless payrolls increase
- Property Coverage – should remain the same -no rate increases or decreases
- General Liability – estimated increase of approximately \$2,400.00
- Inland Marine – \$10,000.00 premium- slight increase partly due to addition of Gradall
- Auto Policy – No increase in premium; increase or decrease based on items covered

Clerk Hand asked Joe Wood to look at the equipment inventory covered through Inland Marine with the Road Department to see if there are any items that may not need to be insured due to low value, etc.

Clerk Hand asked the Board for permission to renew the various insurance policies: Workers Comp, Inland Marine, Property Coverage, General Liability, and Auto.

A motion granting Clerk Hand permission to renew the insurance policies for the next fiscal year was made by Commissioner McDougald, seconded by Commissioner Shelton and passed unanimously 4-0.

Clerk Hand reminded everyone of the required Budget Hearing on September 5, 2013 at 5:01 p.m. CT in the Board Room. Clerk Hand stated it is very important for all Board members to be in attendance.

COMMISSIONER TIME

COMMISSIONER SHELTON

Commissioner Shelton asked for Wendell Register Road to be placed on the list for millings.

CHAIRMAN FLOWERS

Chairman Flowers stated there are funds available to complete renovations to the Old Courthouse and the funds can only be used for materials for repair/renovations to the old Courthouse. Chairman Flowers stated Sheriff Kimbrel has agreed to provide inmate labor to the renovations. The cost for materials is approximately \$6,900.

A motion to approve the renovations to the old Courthouse in the amount of \$6,900 was made by Commissioner Grant, seconded by Commissioner McDougald and passed unanimously 4-0.

Joe Wood stated a quote of approximately \$2,100 had been obtained from Corlett Roofing for the repair of the Old Courthouse roof and this amount is not included in the \$6,900 and would come out of the Courthouse Restoration fund.

A motion to approve the repair to the Old Courthouse roof in the amount of approximately \$2,100 was made by Commissioner McDougald, seconded by Commissioner Grant and passed unanimously 4-0.

14 p.m. 604



Chairman Flowers presented to the Board a Grant Administration Accounting Policies and Procedures manual that was developed by Tracy Scott, Clerk Grants Accountant. Chairman Flowers stated this manual provides the procedures to follow for grants from application through funding. Chairman Flowers stated both he and Clerk Hand have reviewed the manual and Ms. Scott did a good job.

Chairman Flowers asked the Board to approve the Grant Administration Accounting Policies and Procedures manual. Commissioner McDougald stated he would like an opportunity to review the manual. No action was taken by the Board.

Chairman Flowers asked the Board if he could contact the County Lobbyist to negotiate his terms. Commissioner McDougald asked Chairman Flowers to contact the County Planner also. It was the general consensus of the Board to allow Chairman Flowers to contact the County Lobbyist and the County Planner to negotiate their contracts. Chairman Flowers stated he would contact both and report back to the Board.

Clerk Hand presented to the Board for approval and execution a letter of Support and Commitment to provide Capital Community Action Agency with 323 SF of office space at \$11.00 per SF and estimated heat and air at \$400.00 for a total in-kind contribution of \$3,953.00

A motion to approve and execute the letter of Support and Commitment to Capital Community Action Agency was made by Commissioner Shelton, seconded by Commissioner Grant and passed unanimously 4-0.

Chairman Flowers stated Judge Grover has asked for permission from the Board to modify office space in the Probation office. The Judge has funding for this project.

A motion was made to give permission for the renovations in the Probation Office by Commissioner McDougald, seconded by Commissioner Shelton and passed unanimously 4-0.

Chairman Flowers brought before the Board a request from Kathleen Bailey for the County to deed a 20 x 20 parcel of land located at Deer Garden Lake (parcel number 21-25-09-0000-0002-1400) back to her. Chairman Flowers stated the Bailey family had previously deeded the property with a well to the County. Chairman Flowers stated the well has been abandoned and all the surrounding property is owned by a member of the Bailey family. Attorney Fuqua stated the County could deed the 20 x 20 property back to the family member who owns the property surrounding the well.

A motion to deed the 20 x 20 parcel of property back to the Bailey family member who owns the surrounding property was made by Commissioner Shelton, seconded by Commissioner McDougald and passed unanimously 4-0.

MEETING ADJOURNED

There being no further business, a motion was made by Commissioner Grant to adjourn, seconded by Commissioner McDougald. The motion passed 4-0 to adjourn this meeting at 9:26 p.m.

ATTEST:


CARLA A. HAND, CLERK


THOMAS G. FLOWERS, CHAIRMAN

OK 14 PAGE 605