

CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING
October 15, 2013
6:00 P.M.

PRESENT AND ACTING

COMMISSIONERS:

THOMAS FLOWERS, CHAIRMAN
LEE LEE BROWN, VICE-CHAIRMAN
DARRELL MCDUGALD
LEE SHELTON
TRUMAN GRANT (ABSENT)

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

The meeting was called to order by Chairman Flowers at 6:00 P.M.

Prayer and pledge were led by Sheriff Kimbrel.

APPROVAL OF MINUTES AND VOUCHERS

A motion to approve the October 1, 2013 Regular minutes; October 4, 2013 Emergency Meeting Minutes; and Approval Of Vouchers For Warrants 1310-2GP; 1310-2GC; 1310-2RP; 1310-2RC; 1310-2LP; 1310-2LC; 1310-2EP; 1310-2EC was made by Commissioner McDougald, seconded by Commissioner Shelton and passed unanimously 4-0.

SHERIFF GLENN KIMBREL

Sheriff Kimbrel addressed the Board requesting approval for expenditures of \$10,000 from the Crime Prevention Fund for a festival titled "Freeze Crime in Snowvember" to be held November 16, 2013. Sheriff Kimbrel also requested permission to hold the festival on the property and parking lot located behind the Courthouse. The Sheriff provided the following Details of the event for Calhoun County Families:

- | | |
|--|-------------|
| • Hamburgers/Hot dogs/Drinks | \$ 500.00 |
| • Ice Skating Rink | \$ 4,875.00 |
| • Snow for kids to play in | \$ 3,500.00 |
| • Ponies | \$ 0.00 |
| • Inflatables | \$ 150.00 |
| • Picture Taking Scenes (Christmas Card Ops) | \$ 0.00 |

OR BOOK 14 PAGE 6061

• Face Painting/Sand Art Booths Supplies	\$ 475.00
• Snow Cones	<u>500.00</u>
Total Requested Budget	\$10,000.00

Sheriff Kimbrel stated other agencies and elected officials are invited to participate in the festival. There will be booths available.

Types of booths:

- Crimestoppers
- Crime Prevention Information Distribution
- Health Department
- Hospital
- EMS
- Career Day
- Neighborhood Watch
- New Crime Victims Advocate

A motion was made by Chairman Flowers to approve funds in the amount of \$10,000 from the Crime Prevention Fund for the Calhoun County Sheriff's Office to hold a Crime Prevention Festival "Freeze Crime in Snowvember" on the property located behind the new Courthouse. The motion was seconded by Commissioner Brown and passed unanimously 4-0.

PUBLIC HEARING – CONDITIONAL USE OF LAND PERMIT-HIDDEN CREEK MOBILE HOME PARK

The Planning Commission met at 5:00 p.m. CT and made a recommendation to the Board of County Commissioners to continue the Public Hearing for the Conditional Use of Land Permit for Hidden Creek Mobile Home Park on November 19, 2013 at 5:00 p.m. CT and 6:00 p.m. CT.

A motion to continue the Public Hearing for Hidden Creek Mobile Home Park's application for a Conditional Use of Land on November 19, 2013 at 5:00 p.m. CT and 6:00 p.m. CT was made by Commissioner McDougald, seconded by Commissioner Shelton and passed unanimously 4-0.

PINE ISLAND WATER SYSTEM

Attorney Fuqua reported that he and Chairman Flowers met with the City of Blountstown Attorney and drafted an Inter-local Agreement between Calhoun County and the City of Blountstown to facilitate and permit the improvement and operation of the Pine Island Water System. The Agreement states the County will apply for grant funding to upgrade the Pine Island Water System. After the upgrades are complete, the City will own and operate the Pine Island Water System. Attorney Fuqua stated the County will not be obligated if the grant is not funded

OR BOOK 14 PAGE 662

and the County will not be the receiver or operator of the Pine Island Water System. Attorney Fuqua said the City Attorney was confident the City would approve the Inter-local Agreement.

Attorney Fuqua stated Board approval is needed to enter into the Inter-local Agreement with the City of Blountstown and to allow Calhoun County's Engineer to apply for the grant.

A motion was made to approve and execute the Inter-local Agreement with the City of Blountstown for the improvement of the Pine Island Water System and to allow the Engineer for Calhoun County to apply for the grant by Commissioner McDougald, seconded by Commissioner Shelton and passed unanimously 4-0.

STEVE REILLY – ATTORNEY, OFFICE OF PUBLIC COUNSEL

Mr. Reilly introduced himself and stated the Office of Public Counsel is an Agency of the Florida Legislature tasked with providing legal representation to customers of investor owned utilities in Florida. Mr. Reilly stated since his office was made aware of the abandonment of the Pine Island Water System by the owner, his office has worked to find a solution to operate the water system until the system can be upgraded and owned and operated by the City of Blountstown.

Mr. Reilly stated the previous owner of the Pine Island Water system has agreed to operate the system for days or weeks, but not long-term. Mr. Reilly stated a receiver must be appointed in the interim to continue operation of the water system. The citizens of Pine Island have met and would like to form a Limited Liability Company to operate the water system in the interim. The citizens of Pine Island elected Durwin Goodman as the Managing Member.

After some discussion and questions about ownership of the Pine Island Water System, Mr. Reilly stated the LLC would never own the water system and would only operate it until such time as the upgrades are completed and the City of Blountstown takes ownership.

Mr. Reilly asked for the Board's approval for the citizens of Pine Island to form an LLC to operate the Pine Island Water System .

A motion was made to approve the formation of a Limited Liability Company by the citizens of Pine Island for the purpose of applying for receivership of the Pine Island Water System in the Circuit Court of Calhoun County, Florida by Commissioner McDougald, seconded by Commissioner Shelton and passed unanimously 4-0.

DURWIN GOODMAN, 20858 BAY STREET, BLOUNTSTOWN

Mr. Goodman thanked the Board and Attorneys for their support for the Pine Island Water System. Mr. Goodman requested that Commissioner McDougald attend any County meetings regarding the Pine Island Water System.

OR BOOK 14 PAGE 663

It was the general consensus of the Board for Commissioner McDougald to represent the Board at any meetings regarding the Pine Island Water System.

MAXI WALDORFF, IDA BOARD

Mr. Waldorff reported the IDA Board met last night and discussed two DOT projects that are on the six year plan and funds are available.

- Upgrade Entrance Road to Airport \$107,000
- Parking Lot \$100,000

Mr. Waldorff stated pilots have asked for the runway to be extended. Mr. Waldorff stated the Airport has two parking lots and there is no need for additional parking at this time. Mr. Waldorff stated the \$100,000 set aside for the parking lot could be used for the runway extension.

Mr. Waldorff asked the Board for permission to submit for JPAs for the runway project.

A motion was made by Commissioner McDougald to give permission to Mr. Waldorff to submit for the JPAs for the design of the runway subject to the Engineer verifying his charges for the JPAs. The motion was seconded by Commissioner Shelton and passed unanimously 4-0.

Attorney Fuqua reported he received an email from the Jones' Attorney stating the Jones will be out of one hangar today, another hangar on October 25th and another hangar in December. Chairman Flowers asked Mr. Waldorff to inspect the hangar vacated today and report back to the Board on the condition.

MEETING RECESSED AT 7:00 P.M. AND RECONVENED AT 7:10 P.M.

DONALD STANLEY, COUNTY ENGINEER

- Mr. Stanley updated the Board on the following projects:
 - Calhoun County Catalyst Site
 - North Florida Construction is 80% complete with the project
 - The County has completed their portion of the project
 - CR 392 – surveying completed – moving into the design phase
 - SR 69 – surveying completed – moving into the design phase

CR BOOK 14 PAGE 664

- Mr. Stanley reported that he and Joe Wood went to the property of John and Nellie Marts on Baggett Loop to determine if the drainage problems on the Marts property were due to the construction of the road. Mr. Stanley stated the Marts drainage problems are not a result of any roadway construction performed by the County. Mr. Stanley stated the issues are located off the County right of way and the County has made every effort to assist the Marts with their drainage problems. Mr. Stanley advised the County has performed work on the ditch by providing a relief drain along the County right-of-way.
- Chairman Flowers stated the Superintendent of Schools has asked if the County could donate dirt for the High School softball outfield. Chairman Flowers stated this dirt is available from the catalyst site and Clifford Newsome of North Florida Construction has offered to have his crew load the dirt on the County trucks. Chairman Flowers stated the cost to the County will be approximately \$300.00 for fuel to transport the dirt.
 - ❖ A motion was made by Commissioner Brown to transport approximately 60 loads of dirt from the catalyst site to Blountstown High School for the softball field. The motion was seconded by Commissioner McDougald and passed unanimously 4-0.

ANGIE SMITH, EMERGENCY MANAGEMENT DIRECTOR/GRANTS ADMINISTRATOR

- Ms. Smith reported that she and her staff attended the Current Issues in Emergency Management Conference last week in Tallahassee which featured presentations on programs and policy changes that affect the Emergency Management Program. Ms. Smith stated the conference was very informational.
- Ms. Smith reported on the status of the Courthouse Retrofit Project stating it is scheduled to be completed by Friday, October 25th.
- Ms. Smith reported she received notice from DEP that FRDAP Grant applications for Mossy Pond and Sam Atkins Park have been received and the scoring process will begin.
- Ms. Smith reported Calhoun County did not receive any damage from Tropical Storm Karen and thanked the Board for their support during this storm.

JOE WOOD, PUBLIC WORKS DIRECTOR/GRANTS COORDINATOR

- Mr. Wood gave the Board an update on the planned auction for the surplus equipment at the Road Department. Mr. Wood stated he received quotes from three Auction companies and

explained the Auction process. Each auction company inspected the property and gave a written quote of the guaranteed "floor" proceeds to the County; the County will share in a percentage of any auction proceeds earned over the stated "floor". The quotes received are as follows:

- o J.M. Wood Auction \$423,200
- o Iron Planet \$456,465
- o Midway Machinery and Auction \$475,000 5% auction fee

Attorney Fuqua reviewed the documents provided to Mr. Wood from Midway Machinery and Auction Company and had some questions about the auction process. Mr. Wood stated he would have representatives from the Midway Machinery and Auction Company come to the next Board Meeting.

- Mr. Wood stated there have been questions about why Calhoun County Jail inmates (female inmates) are housed in Liberty County. Mr. Wood provided a handout from the Sheriff detailing the estimated cost of housing female jail inmates in Calhoun County. According to the Sheriff it would cost \$369,562.50 annually to house the female jail inmates in Calhoun County, not including a new structure. Calhoun County paid Liberty County \$149,916.00 in FY 2012/13 to house Calhoun County female jail inmates.

Estimated Cost to House Female Jail Inmates in Calhoun County
(No structure included)

\$	67.50	Estimated Cost per day
	15.00	number of average female inmates
\$	1,012.50	Cost per day
	365	Days per year
\$	369,562.50	Estimated Cost per year

\$ 149,916.00 Actual amount paid to Liberty County for FY 2012/13

Commissioner McDougald asked how much it costs to house the male jail inmates in Calhoun County. Mr. Wood stated the Sheriff could answer those questions. (Part of the Sheriff's budget) After some more discussion and questions, Mr. Wood stated he would ask the Sheriff and Sheriff's Finance Officer to come to the next Board Meeting.

- Mr. Wood presented to the Board for approval and execution the Memorandum of Agreement for Healthcare Services between PanCare of Florida, Inc. and the Calhoun County Board of County Commissioners. The Agreement states PanCare will provide health care to Calhoun County Jail inmates. In lieu of payment for medical services described in the Agreement, the BCC will provide PanCare approximately 2800 square feet of clinical space located at 16875 Cayson Street, Blountstown and utilities for one year commencing November 1, 2013 and shall

BOOK 14 PAGE 666

automatically renew for an additional twelve (12) month period unless otherwise terminated or amended; utilities include electricity, water and sewer.

- A motion was made to approve and execute the Memorandum of Agreement with Pancare of Florida, Inc. by Commissioner McDougald, seconded by Commissioner Shelton and passed unanimously 4-0.

- Driveway Permits – Mr. Wood stated the current procedure to obtain a driveway permit is to apply with the Building Department and pay a \$200 fee. Mr. Wood stated the County adopts the driveway after it is installed and passes an inspection by the County Engineer. Mr. Wood asked the Board to reduce the fee and allow Road Superintendent Bill Adkins to inspect the driveways for compliance as a cost saving measure to the citizens of Calhoun County.

Attorney Fuqua stated he doesn't believe the County adopts driveways, but allows them to be placed in County right of ways.

Mr. Wood stated since his employment with Calhoun County he has been told the County adopts the driveways once they pass inspection by the County Engineer.

Attorney Fuqua reviewed Ordinance 2007-02 that references driveway permits in Calhoun County and stated the Ordinance does not state the County will adopt driveways.

After much discussion, it was decided to table the issue until more information could be obtained.

CLERK HAND

- Clerk Hand explained the State Attorney's Office approved purchases in excess of their 2012-2013 approved county budget. Clerk Hand asked the Board for permission to pay for the excess purchases (approximately \$1,000) and also reduce the State Attorney's 2013-2014 budget by the 2012-2013 budget over expenditure. Clerk Hand said the State Attorney's Office has agreed to this.
 - A motion was made to allow the over expenditure of the 2012-2013 State Attorney's Budget by \$1,000 and to reduce the 2013-2014 State Attorney Budget by \$1,000 by Commissioner Brown, seconded by Commissioner McDougald and passed unanimously 4-0.

- Senior Management positions – Clerk Hand stated the Emergency Management Director/Grants Administrator position and the Public Works Director/Grants Coordinator position are included in the 2013-2014 budget at the Senior Management retirement rate but have not been formally

CRIBBOOK 14 PAGE 667

designated by the Board as Senior Management positions. Clerk Hand stated a senior management position must be: a non-elective managerial or policymaking position, filled by an employee who is not subject to a continuing contract and serves at the pleasure of the employer without civil service protection, and filled by an employee who is head of an organizational unit or has responsibility to effect or recommend personnel, budget, expenditure, or policy decisions in his/her areas of responsibility. The positions held by Ms. Smith and Mr. Wood meet these requirements and if the Board agrees to designate these positions as belonging to the Senior Management Service Class the County will have to place an advertisement (notice of intent) in the newspaper. Clerk Hand stated there are currently four positions with the County that are classified as Senior Management positions.

The Clerk asked the Board for their permission to proceed with designating these positions as belonging to the Senior Management Service Class.

- ❖ A motion was made to designate the Emergency Management Director/Grants Administrator position and the Public Works Director/Grants Coordinator position as Senior Management positions and allow Clerk Hand to advertise (notice of intent) these positions as Senior Management by Commissioner McDougald, seconded by Commissioner Shelton and passed unanimously 4-0.

- Overview of Account 01513-51349
 - \$26,864 – Final Approved Budget
 - \$23,950 - Identified expenditures
 - \$ 2,914 - Contingency for unforeseen expenditures

The Clerk notified the Board she would bring each invoice for their approval prior to payment from account 01513-51349. Clerk Hand presented two invoices for approval by the Board to be paid from Account 01513-51349 (Included in the \$23,950 Identified expenditures for 2013-2014 listed above):

- Small County Coalition dues - \$3812.50 – increase of \$568 from prior year
 - Clerk Hand was told by Chris Doolin, governmental relations consultant for The Small County Coalition, there hasn't been an increase in dues since 2006; dues are partially based on population which includes the inmate population. The Clerk read some of the programs that benefit small counties each year provided by Mr. Doolin in an email.
- National Association of Counties (NACo) dues - \$450

COUNCIL 14 PAGE 668

- ❖ After some discussion, Commissioner McDougald made a motion to approve the Small County Coalition membership dues and not to renew the membership dues for National Association of Counties (NACo). The motion died for lack of a second.
- ❖ After more discussion, Commissioner Shelton made a motion to not renew the membership in the Small County Coalition and the National Association of Counties. The motion was seconded by Commissioner Brown and passed 3-1. Commissioner McDougald was opposed.
- Clerk Hand provided each Commissioner with a copy of DR422 Certification of Final Taxable Value received from the Property Appraiser with a reduction in property values of \$663,529 resulting in a decrease in ad valorem taxes of approximately \$6600.
- Clerk Hand presented a proposed Annual and Sick Leave Policy Amendment to the BOCC Personnel Policy for inclusion of library personnel. Previously library personnel were subject to a separate personnel policy. The County attorney advised the Board Library employees should be subject to the same personnel policy as other Board non-union employees. The Amendment specifies annual and sick leave for library personnel regularly working between 30- 40 hours per week.
 - ❖ A motion to approve the proposed Annual and Sick Leave Policy Amendment for Library personnel was made by Commissioner Brown, seconded by Commissioner Shelton and passed unanimously 4-0.
- Clerk Hand presented to the Board a proposed Accounts Payable – Advance Payment Policy. Clerk Hand asked the Board to review the proposed policy for their consideration at the next meeting.

ATTORNEY FUQUA

Nothing to report

COMMISSIONER TIME

COMMISSIONER MCDOUGALD

14 - 669

Commissioner McDougald reported he has been in contact with WastePro regarding the County holding an Amnesty Day. WastePro said they will supply a roll off dumpster for \$325 - \$375. There is a landfill fee of \$100. Commissioner McDougald stated this would be coordinated by the Emergency Management Director. Commissioner McDougald would like to see the County hold an Amnesty Day quarterly.

Angie Smith, Emergency Management Director stated she would have to submit a budget amendment to DEP for the additional cost of an employee to work and she would need some direction on whether it is held for one day or a week. Ms. Smith said she would contact Keep Calhoun County Beautiful for additional information and report back at the next Board meeting.

COMMISSIONERS BROWN

- Commissioner Brown inquired about the Commissioners and the IDA Board having a joint workshop to discuss some issues. Commissioner Brown stated he has received phone calls about hangars, pets and other issues.

Kevin Parrish, IDA Board and Magnolia VFD Fire Chief, stated there were some fire code issues.

Attorney asked for a recess. Chairman Flowers called a recess at 8:38 p.m. Chairman Flowers called the meeting back to order 8:43.

Attorney Fuqua advised the Board to hold the workshop when all the IDA Board members could be present.

It was the general consensus of the Board to hold a workshop with the IDA Board on December 3, 2013 at 5:00 p.m.

- Commissioner Brown stated he was going to meet with a gentleman next Sunday who is interested in bringing jobs to Calhoun County and will report back to the Board.

CHAIRMAN FLOWERS

- Chairman Flowers presented to the Board for approval and execution Amendment No. 1 to the License Agreement for Wireless Communication Equipment Facilities – Calhoun County Airport Tower.

14 670

- A motion was made to approve and execute Amendment No. 1 to the License Agreement for Wireless Communication Equipment Facilities – Calhoun County Airport Tower by Commissioner Shelton, seconded by Commissioner Brown and passed unanimously 4-0.
- Chairman Flowers presented to the Board for approval and execution the Operation Plan between Florida Forest Service and Calhoun County Volunteer Fire Departments.
 - A motion was made to approve and execute the Operation Plan between the Florida Forest Service and Calhoun County Volunteer Fire Departments by Commissioner McDougald, seconded by Commissioner Brown and passed 4-0.
- Comp Plan update – County Planner, Tony Arrant

Mr. Arrant asked the Board for permission to advertise the Five year Comp Plan update that must be adopted by December 1, 2013. Mr. Arrant explained an Inter-local Agreement for Public School Facility Planning between the School Board, Town of Altha, City of Blountstown and Calhoun County was passed in 2012. Mr. Arrant stated this Five Year Comp Plan Update is part of Calhoun County's Comprehensive Plan. The School Board adopts a five year fiscal plan by October 1st of each year and submits it to the County for adoption. The County has until December 1st to adopt the plan. The County is required to advertise for a public hearing on the adoption of the Five Year Comp Plan Update.

- ❖ A motion was made to allow the County Planner to advertise for a public hearing for the Five Year Comp Plan Update by Commissioner McDougald, seconded by Commissioner Shelton and passed unanimously 4-0.

- Ambulance Contract –Liberty County
 Chairman Flowers stated the County is currently negotiating the ambulance contract with Calhoun-Liberty Hospital. Chairman Flowers stated in 2012 the Calhoun County ambulance service placed 126 service calls to assist Liberty County at a minimum cost of \$267 for each service call. Chairman Flowers stated the annual cost is approximately \$34,000. He stated Calhoun County has an ambulance servicing Liberty County approximately every 2 ½ days. Chairman Flowers said Calhoun County pays Liberty County between \$140,000 - \$170,000 annually to house Calhoun County female inmates at the Liberty County Jail. Chairman Flowers said Calhoun –Liberty Hospital is asking Calhoun County for an increase in the ambulance

14 671

contract of approximately \$35,000. Chairman Flowers stated it is very clear the \$35,000 is being spent supplementing the Liberty County ambulance service.

Attorney Fuqua asked if Calhoun County ever calls on the Liberty County ambulance for assistance. Chairman Flowers stated they did, but it was much less than the assistance provided to Liberty County. Chairman Flowers stated less than 30% of the citizens in Liberty County have insurance or pay for the assistance provided by the Calhoun County ambulance service.

Chairman Flowers stated he would like to continue to negotiate with Liberty County on the contract for housing female inmates and the ambulance contract.

Chairman Flowers stated a Calhoun County female inmate was transported by Liberty County ambulance to the hospital and Calhoun County was billed approximately \$1,000. Chairman Flowers said Liberty County was not willing to negotiate on this invoice.

Commissioner Shelton asked if Calhoun County paid the invoice. Chairman Flowers responded yes. Commissioner Shelton stated if this ever happened again, he would not approve the invoice.

Chairman Flowers stated the Sheriff is looking at contracts from other counties for the housing of female inmates.

- Chairman Flowers said Clerk Hand introduced the idea to have a Christmas party for the all County employees, Constitutional offices included. Chairman Flowers stated the cost of the party would be paid by the Commissioners and the Constitutional Officers' personally and would not be paid with any County funds. Chairman Flowers stated all the Constitutional Officers have agreed to this. The party will be held on December 13, 2013 at the W.T. Neal Civic Center.
 - It was the general consensus of the Board to personally pay for and assist with the Christmas party for all County employees on December 13, 2013 at the W.T. Neal Civic Center.
- Chairman Flowers informed everyone the County website is live. The address is www.calhouncountyfl.org
- Chairman Flowers reminded everyone of Goat Day on October 19th at Sam Atkins Park which is expected to bring over 5,000 people into Calhoun County.


14 672

- Chairman Flowers gave a kudos to Carr-Clarksville Fire Department for their fundraiser.
- Chairman Flowers reminded everyone of the Kinard Halloween Carnival on October 26th.

MEETING ADJOURNED

There being no further business, a motion was made by Commissioner Brown to adjourn, seconded by Commissioner McDougald. The motion passed 4-0 to adjourn this meeting at 9:00 p.m.

ATTEST:


CARLA A. HAND, CLERK


THOMAS FLOWERS, CHAIRMAN

14 - 673