

CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING
November 19, 2013
6:00 P.M.

PRESENT AND ACTING

COMMISSIONERS:

THOMAS FLOWERS, CHAIRMAN
WOODROW "LEE" SHELTON, VICE-CHAIRMAN
MARION "LEE LEE" BROWN
DARRELL MCDUGALD
WILLIE "TRUMAN" GRANT

MANUEL HIRES, DEPUTY
MATT FUQUA, ATTORNEY
CARLA HAND, CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
CARLA PEACOCK, DEPUTY CLERK

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

Prayer and Pledge of Allegiance were led by Joe Wood.

REORGANIZATION OF THE BOARD

Attorney Fuqua asked for nominations for Chairman. Commissioner Shelton nominated Commissioner Flowers to remain Chairman. Commissioner Brown seconded the motion and the motion passed unanimously 5-0.

APPROVAL OF MINUTES AND VOUCHERS

- ❖ A motion to approve the November 5, 2013 Regular minutes was made by Commissioner McDougald, seconded by Commissioner Grant and passed unanimously 5-0.
- ❖ A motion to approve vouchers for warrants 1311-2GS; 1311-2GP; 1311-2GC; 1311-2RP; 1311-2RC; 1311-2LC; 1311-2EP; 1311-2EC was made by Commissioner McDougald, seconded by Commissioner Brown and passed unanimously 5-0.

PUBLIC HEARING ON ORDINANCE 2013-03 – Update to 5-Year Schedule of Capital Improvements

Chairman Flowers called for public comment on the Ordinance to update the 5-Year Schedule of Capital Improvements. The record reflects there were no comments from the public.

- ❖ A motion to adopt Ordinance 2013-03 was made by Commissioner McDougald, seconded by Commissioner Brown and passed unanimously 5-0.

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PUBLIC HEARING ON A CONDITIONAL USE OF LAND PERMIT – HIDDEN CREEK MOBILE HOMES INC.

Chairman Flowers called for public comment on the application for a Conditional Use of Land Permit by Hidden Creek Mobile Home Park. The record reflects there were no comments from the public.

Attorney Fuqua stated it was the recommendation of the Planning Commission to deny the application.

A motion was made to deny the application for a Conditional Use of Land Permit for Hidden Creek Mobile Homes Inc. by Commissioner McDougald, seconded by Chairman Flowers and passed unanimously 5-0.

COMMISSIONER MCDOUGALD

Commissioner McDougald stated the BOCC has been advised by the group which is seeking to maintain the Pine Island water system that they desire to undertake the maintenance of the system and that the current manager will not continue paying for the electrical service. The electric provider will not allow the new group to assume the electric service without consent from the Board of County Commissioners. Commissioner McDougald acknowledged while it has been and continues to be our position that we don't have an obligation under the Florida Statutes to appoint a receiver, we have no objection and in fact applaud the efforts of the citizens of Pine Island in the interim management of the water system.

- ❖ Commissioner McDougald made a motion for the BOCC to provide consent to the electrical provider for the citizens group of Pine Island to assume the electrical service for the water system. The motion was seconded by Chairman Flowers and passed unanimously 5-0.

VIRGINIA BAKER PhD – FaithHealthEd Wellness Initiative Project

Ms. Baker provided a PowerPoint Presentation on the FaithHealthEd Wellness Project that has a plan for developing Bed and Breakfasts, Community Gardens and International Ecotourism.

MAXI WALDORFF, IDA BOARD

1. Mr. Waldorff presented to the Board for approval and execution the Airport Layout Plan further explaining this would be paid for by D.O.T at a cost of \$28,000.
 - ❖ A motion was made to approve the Airport Layout Plan by Commissioner McDougald, seconded by Commissioner Grant. The motion failed 3-2 with Flowers, Brown and Shelton opposing.

Chairman Flowers asked Mr. Waldorff to contact URS Corporation and obtain information on the length of the contract between URS Corporation and Calhoun County.

2. Mr. Waldorff asked the Board to allow the contractor for the Commercial Hangar Project to extend the construction start date to January 2, 2014.

- ❖ A motion was made to allow the contractor for the Commercial Hangar Project to extend the construction start date to January 2, 2014 by Commissioner McDougald, seconded by Commissioner Flowers and passed 5-0.
3. Mr. Waldorff presented to the Board for approval and execution the Joint Participation Agreement (JPA) – for milling and replacing the entrance road at the Calhoun County Airport.
 - ❖ A motion to approve and execute the JPA – Mill and Replace Entrance Road –Calhoun County Airport was made Commissioner McDougald, seconded by Chairman Flowers and passed 5-0.
 4. Mr. Waldorff presented to the Board for approval and execution Resolution 2013-32 to allow the Chairman to execute the JPA to mill and replace the entrance road at the Calhoun County Airport.
 - ❖ A motion to approve and execute Resolution 2013-32 allowing the Chairman to execute the JPA to Mill and Replace Entrance Road at the Calhoun County Airport was made by Commissioner McDougald, seconded by Commissioner Grant and passed unanimously 5-0.
 5. Mr. Waldorff presented to the Board for approval to change the Parking Lot Project JPA to a Taxi Way Design Project.

After much discussion, the issue was tabled and will be discussed further at the Workshop with the IDA Board on December 3rd.

Attorney Fuqua informed the Board the Jones' are not out of Hangar #31. Attorney Fuqua asked the Board to allow him to take legal action if the Jones' are not out by the next Board meeting.

Mr. Waldorff stated the Jones' were supposed to be out by November 10, 2013.

A motion to allow the County Attorney to take legal action if Danny and Tony Jones are not out of Hangar #31 by December 3, 2013 was made by Chairman Flowers, seconded by Commissioner Brown and passed 4-1 with Commissioner McDougald opposing.

DONALD STANLEY, COUNTY ENGINEER

1. Mr. Stanley updated the Board on the following projects:
 - Calhoun County Catalyst Site
 - North Florida Construction is 90% complete
 - The project is anticipated to be completed by the end of this year
 - CR 392 – surveying completed – working on the design – anticipate project being bid out the first of 2014.
 - CR 69 – surveying completed – working on the design – anticipate project being bid out the first of 2014.

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2. Mr. Stanley presented to the Board for approval and execution the Task Order and Professional Services Agreement for the Chipola Road Expansion Project.
 - ❖ A motion to approve and execute the Task Order and Professional Services Agreement for the Chipola Road Expansion Project was made by Commissioner Brown, seconded by Commissioner Shelton and passed unanimously 5-0.

ANGIE SMITH, EMERGENCY MANAGEMENT DIRECTOR

1. Ms. Smith presented to the Board for approval and execution Department of Economic Opportunity Rural Infrastructure (Catalyst Project) Amendment #1 for FY 2012-2103. Ms. Smith explained this amendment changes the funding source (was submitted under (OTTED) Office of Tourism Trade and Economic Development) and is only a house keeping amendment. There is no change in the grant agreement amount.
 - ❖ A motion to approve and execute Department of Economic Opportunity Rural Infrastructure Amendment #1 for FY 2012-2013 was made by Commissioner McDougald, seconded by Commissioner Shelton and passed unanimously 5-0.
2. Ms. Smith informed the Board Emergency Management will be hosting a Department of Homeland Security (DHS) Tabletop Exercise on Wednesday, November 20th from 8:30 a.m. until 12:30 p.m. in the Emergency Operations Center. All agencies have been invited and encouraged to attend.
3. Ms. Smith asked the Board for permission to link HUD website to the County website.
 - ❖ A motion to allow the HUD website to be linked to the County website was made by Commissioner McDougald, seconded by Commissioner Grant and passed unanimously 5-0.

Chairman Flowers called for recess at 7:05 p.m.

Chairman Flowers called the meeting back to order at 7:13 p.m.

JOE WOOD, DIRECTOR OF OPERATIONS

1. Mr. Wood asked the Board for permission to purchase two Caterpillar Motor Graders for the Road Department from Thompson Tractor in Panama City. Thompson has one in stock now and one in production that will be ready in January. Mr. Wood stated the motor graders will be purchased under State contract and the purchase price for the motor grader in stock is \$230,868.68. Mr. Wood stated the purchase price for the motor grader in production will be in the same price range. Mr. Wood further explained the funds for the motor grader will be provided from the auction of surplus equipment which is guaranteed at \$475,000. Mr. Wood provided warranty information to the Board on the motor graders.

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- ❖ A motion to approve the purchase of two Caterpillar Motor Graders for the Road Department was made by Commissioner McDougald, seconded by Commissioner Brown and passed unanimously 5-0.
2. Mr. Wood gave the Board an update on the mowing tractors and informed the Board he spoke with the Vendor who is repairing the mowing tractors:
 - One old tractor – working
 - One Cab Massey Ferguson Tractor – not running - Vendor replaced supply pump – still losing power, believed to be an electrical problem, Vendor will pick up and repair.
 - Other tractor – injector pump worked loose and allowed fuel to get into oil. The Vendor repaired the tractor at no charge to the County. The Vendor discovered anti-freeze leak on the timing cover - gasket has been ordered – as soon as the gasket comes in the tractor will be repaired and returned to the Road Department.
 3. Mr. Wood explained that historically the Board has given employees Christmas Eve and New Year's Eve off; however, the County Personnel Policy states Christmas Day and New Year's Day are paid holidays.
 - ❖ A motion was made to give employees Christmas Eve and New Year's Eve off in addition to Christmas Day and New Year's Day by Commissioner McDougald, seconded by Commissioner Brown and passed unanimously 5-0.
 4. Mr. Wood stated the Courthouse Window Retro-fit Project is complete and asked the Board for direction on how to dispose of the old aluminum window frames and glass panes that were removed from the Courthouse.
 - ❖ A motion to declare the Courthouse windows and frames as surplus was made by Commissioner Shelton, seconded by Commissioner Grant and passed unanimously 5-0
 - ❖ A motion to accept bids on the surplus windows and aluminum frames was made by Commissioner Shelton, seconded by Commissioner Grant and passed unanimously 5-0.
 5. Mr. Wood informed the Board a motor grader with a transmission problem was recently repaired. The invoice for repair is \$5,529. Mr. Wood stated the County operated in good faith and did not anticipate the bill being over \$5,000 and asked the Board to approve payment of the invoice for \$5,529 and to amend the Procurement Policy by adding the following paragraph:

“ Repair work to County equipment routinely used in County operations is exempt from the County bid policy, but if the cost of the repair is anticipated to exceed \$10,000 estimates should be received (if possible) with documentation submitted to the Clerk's office. “

 - ❖ A motion to approve Thompson Tractor's invoice for \$5,529 and to amend the County Procurement Policy by adding “Repair work to County equipment

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routinely used in County operations is exempt from the County bid policy, but if the cost of the repair is anticipated to exceed \$10,000 estimates should be received (if possible) with documentation submitted to the Clerk's office" was made by Chairman Flowers, seconded by Commissioner Grant and passed unanimously 5-0.

6. Courthouse Security Project – Mr. Wood stated the NW corner of the front parking lot is not ADA compliant and told the Board the County Engineer Donald Stanley will assist with getting the parking lot compliant. Also the front entrance of the Courthouse needs automatic door openers to be ADA compliant and Mr. Wood recommended security plans need to include installing automatic door openers for the front entrance of the Courthouse.

- ❖ A motion was made to advertise for bids for courthouse security equipment including installation of automatic door openers on the front entrance of the Courthouse by Commissioner Shelton, seconded by Commissioner Grant and passed unanimously 5-0.

CLERK HAND

1. Clerk Hand asked the Board for permission to file the annual report of the Calhoun County Transit Authority which is a special district established in the 1970's by the Florida Legislature in response to the abandonment of the M&B Railroad.

- ❖ A motion was made to give the Clerk permission to file the annual report for the Calhoun County Transit Authority was made by Commissioner Grant, seconded by Commissioner McDougald and passed 5-0.

The Clerk also mentioned receiving correspondence from Mr. Jack Gaskins with DEO (Department of Economic Opportunity) advising there is an possible initiative for the next legislative session to repeal the enabling laws for special districts created by the Legislature that are no longer needed. Mr. Gaskins provided contact information if Calhoun County would like to add the Calhoun County Transit Authority to the list to be dissolved. The Attorney requested the information on the Transit Authority from the Clerk.

2. Clerk Hand asked the Board for permission to pay additional expenditures from Crime Prevention Funds noting funds are available.

- a) \$216.90 Heat Pencils
- b) \$222.67 Freeze Crime Additional Snow Cones - in agreement with terms
- c) Newspaper Advertising for Freeze Crime in Snowvember Festival - Amount unknown
- d) Radio Tiger Sponsor Advertisement (Already approved regular season sponsorship)
\$100 for each playoff game

- ❖ A motion to approve the additional expenditures from the Crime Preventions Funds for the Snowvember Festival and the additional radio ads during the BHS

Football games was made by Commissioner McDougald, seconded by Commissioner Brown and passed unanimously 5-0.

3. The Clerk advised the Board of an invoice to be paid from account 01513-51349; the invoice is included in Warrant 1311-2GC and was approved earlier in the meeting.
 - a. Mandatory advertisement – Tax impact of Value Adjustment Board
Clerk Hand asked the Board to approve an invoice for the mandatory advertisement of the Tax Impact of the Value Adjustment Board – less than \$300.00
 - ❖ A motion to approve the invoice for the advertisement of the Tax Impact of the Value Adjustment Board was made by Commissioner McDougald, seconded by Commissioner Shelton and passed unanimously 5-0.
4. Clerk Hand informed the Board the Vendor for the County website had set up each Commissioner with a separate email address. After some discussion the Attorney made a recommendation and the Board agreed to continue to have email correspondence for the Commissioners be sent to the Deputy Clerk. The Clerk agreed to notify the vendor.
5. Inmate Medical Care – Invoices from Tallahassee Memorial (TMH)
Clerk Hand informed the Board she is trying to negotiate with TMH to reduce two invoices for inmate care. The invoices are approximately \$15,000 and \$4,000. Clerk Hand said it took a long time for TMH to respond and they offered a 25% discount. Clerk Hand stated in the past the County had received a 50% discount from TMH. Clerk Hand stated she is holding the invoices for now and will continue to try and negotiate with TMH for a larger discount.

ATTORNEY FUQUA

1. Attorney Fuqua presented a draft Public Participation Policy for the Board's consideration. After much discussion the issue was tabled until the next Board meeting.
2. Attorney asked for a nomination for Vice-Chairman of the Board.
 - ❖ Commissioner Brown nominated Lee Shelton for Vice-Chairman of the Board, Chairman Flowers seconded the nomination and it passed unanimously 5-0.
3. Attorney Fuqua asked Chairman Flowers to attend the Cochran trial on December 16, 2013 at 1:00 p.m.
4. Ambulance Contract – Attorney Fuqua informed the Board there is no requirement for the County to have an ambulance service. Attorney Fuqua stated the County controls who will run the ambulance service in Calhoun County.

After much discussion, the Board decided to have Chairman Flowers meet with Phillip Hill to negotiate for a six month extension on the ambulance contract.

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COMMISSIONER TIME

COMMISSIONER MCDUGALD

1. Commissioner McDougald encouraged everyone, especially the Commissioners to attend the Chamber of Commerce seminars on economic development.
2. Commissioner McDougald asked to have the Commissioners tables moved in a semi-circle for better communication. Joe Wood said this could be done.

COMMISSIONERS BROWN AND GRANT

Nothing to report

COMMISSIONER SHELTON

Commissioner Shelton asked about the procedures in asking the Road Department to perform work requested by a citizen that is more than clearing out a ditch or something simple.

Commissioner Grant said in the past the Road Department rotated every ten days in each district and it worked very well.

Joe Wood said he would talk to the Road Superintendent to get his input and report back at the next Board meeting.

CHAIRMAN FLOWERS

1. Reminder – all elected Officials are required to take Ethics Training before December 31, 2013.
2. Appoint Alternate to the Transportation Disadvantaged Board
 - ❖ A motion was made to appoint Commissioner Shelton as an Alternate on the Transportation Disadvantaged Board by Commissioner McDougald, seconded by Commissioner Grant and passed unanimously 5-0.
3. Quote from Trane to replace Courthouse Air Conditioning Unit - \$500,000
The quote can be viewed in the Clerk's office
4. Chairmen Flowers asked Commissioner Shelton to attend the DOT Workshop on December 3, 2013. Commissioner Shelton said he would attend the workshop.

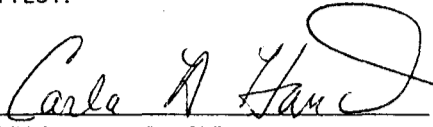
Commissioner McDougald asked the Board to consider moving the Board meetings to an earlier time.

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MEETING ADJOURNED

There being no further business, a motion was made by Commissioner Grant to adjourn, seconded by Chairman Flowers. The motion passed 5-0 to adjourn this meeting at 9:05 p.m.

ATTEST:



CARLA A. HAND, CLERK



THOMAS FLOWERS, CHAIRMAN

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