

CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS  
MINUTES  
February 4, 2014

PRESENT AND ACTING:

THOMAS G. FLOWERS, CHAIRMAN  
WOODROW "LEE" SHELTON, VICE-CHAIRMAN  
WILLIE T. GRANT  
DARRELL MCDOUGALD  
MARION "LEE LEE" BROWN

EMANUEL HIRES, BAILIFF  
MATT FUQUA, ATTORNEY  
CARLA A. 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., CT. The Prayer and Pledge of Allegiance to the Flag were led by Joe Wood.

APPROVAL OF MINUTES

- ❖ A motion to approve the January 21, 2014 Regular Minutes and to approve vouchers for warrants 1401-GS; 1401-3GS; 1402-1G; 1402-1RD; 1402-1L; 1402-1E; 1402-1S was made by Commissioner Shelton, seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

Chairman Flowers reminded everyone the Board recently adopted a Public Participation Policy pursuant to F.S. 286.0114 and those on the agenda will have three minutes to speak on their topic. The public will also have an opportunity to speak prior to any vote.

ANGELA LEACH -- REPRESENTED BY ATTORNEY CHARLES MCMURRY

Mr. McMurry said his clients (Scott and Angela Leach) who live on Alice Vreeland Road have a title issue and would like for the County to adopt Alice Vreeland Road as a county road. Mr. McMurry said Alice Vreeland Road was listed as a County road on DOT maps in 1998 and had a green sign (county road) and recently the green sign was taken down and replaced with a private road sign. Mr. McMurry stated his clients were not looking for money, just wanted to clear up their title issues and the easiest way to do this is for the County to accept this road as a county road. Mr. McMurry referenced F.S. 95.361.2 stating "Where a road was constructed by a non-government entity; we are not saying the county constructed this road, but when there is a road that has been constructed and has been maintained for over seven years by a county, it vests as a county road." He said there is evidence the County has repaired the road. Mr. McMurry asked the Board to pass a resolution stating they have maintained Alice Vreeland Road and declare it a county road. Mr. McMurry said his clients do not expect the road to be maintained by the County, although the County has maintained it in the past.

Attorney Fuqua asked Director of Operations, Joe Wood to report on this matter.

Mr. Wood said he asked Ronnie Stone, 911 Coordinator to look into the matter since he had extensive knowledge of county addresses. Mr. Stone was asked to come to the podium and report on this matter. Mr. Stone stated Alice Vreeland Road has never been a County maintained road. Mr. Stone said he was given a mission in 1998 to map and address every residence in the County. Mr. Stone stated the first thing he did was obtain a list of all County maintained roads from the Road Department. He stated Alice Vreeland Road was not on the list of County maintained roads. He said Alice Vreeland Road is a unique private road that was named sometime in the past and at that time, only green signs were used. Mr. Stone stated in 1999 the County started installing blue signs to designate private roads. Mr. Stone stated he did not change the Alice Vreeland Road sign in 1999 because the sign was in good shape. Mr. Stone stated the first time he changed the Alice Vreeland Road sign was in 2005 and he installed a blue sign. He stated he has replaced this sign three times and the last time was in 2013. Mr. Stone stated there are 175 other private roads in District Three (3) alone that might want the opportunity to become County roads. Mr. Stone stated the Board adopted a policy several years ago that before the Board would even consider adopting a road it would have to meet FDOT standards. Mr. Stone provided the Board with copies of maps and photographs of Alice Vreeland Road that were taken in June 2013 and January 2014.

Joe Wood stated he interviewed the grader operator for District Three (3) who has been in this position for the past ten years. The grader operator stated he has never graded Alice Vreeland Road.

Angela Leach stated her title company deemed Alice Vreeland Road a County Road when they were completing a title search for the mortgage company. She stated the lender told them they did not need an easement because this was a County Road.

Commissioner Shelton stated if the County decided to take ownership of the road, it would still have to be brought up to FDOT standards by the property owner and that would be very expensive.

Chairman Flowers suggested Ms. Leach check with her title company to see if she purchased an owner's title policy. Mr. McMurray said he has contacted the title company who is researching the issue.

Attorney Fuqua told Mr. McMurray he would send him a letter stating the Board's position.

Mr. McMurray thanked the Board for their time.

**EVELYN CLARK**

Ms. Clark was not present

**ROBERT VOSS**

Mr. Voss addressed the Board to discuss the clay pit on County Pit Road off of Watson Road. Mr. Voss lives near the pit and said there is a problem with illegal dumping at the pit and further explained the clay portion of the pit holds water and breeds mosquitos. Mr. Voss said he has purchased products to kill the mosquito larvae and there are still mosquitos. Mr. Voss said Pit Road is a dirt road that washes out when it rains. He stated the County is using sand to maintain this road. Mr. Voss asked the Board to lime rock this road.

Chairman Flowers asked Mr. Voss to leave a copy of his photos and the Board would review and take under advisement.

JOE PALE 755

**JOHN ELLIS**

Mr. Ellis came before the Board to discuss an issue with a culvert on Live Oak Lane. Mr. Ellis said the County removed the culvert a few years ago and replaced it with a new one and lime rock was put down over the new culvert and it was never sealed with asphalt. Mr. Ellis asked the Board to put something over the lime rock.

Mr. Wood stated he went out and inspected the culvert and there are some potholes in the lime rock. Mr. Wood stated the County is looking to purchase a hot asphalt machine and the County will keep the pot holes repaired until the machine can be purchased and the hot asphalt patch completed.

Chairman Flowers stated the County will be replacing some culverts on Roy Golden Road later this summer and this would be a good time to repair the culvert on Live Oak Lane if the hot asphalt machine has not been purchased yet.

Mr. Wood told Mr. Ellis to call him if the culvert gets potholes and the County will repair it until then.

**DEPARTMENT HEADS**

**TIM JENKS – MAINTENANCE SUPERINTENDANT**

Mr. Jenks reported Maintenance has been busy raking and planting, repaired toilets at parks, working on ball fields, killing ant beds at ball fields. He noted there were no water line breaks during the cold weather. Mr. Jenks asked the Board if they had any questions.

Chairman Flowers asked Mr. Jenks to repair windows at the Kinard Community Center. The building has been vandalized and three windows are broken on the south side. Mr. Jenks said he would replace the broken windows.

Commissioner Brown brought up a safety issue at the ball field at Sam Atkins Park. Commissioner Brown asked Mr. Jenks if the roof over the concession stand was strong enough to hold a net that would connect to each inner fence to catch stray balls hit outside of the ball field. Mr. Jenks responded the roof was strong enough.

**RITA MAUPIN- LIBRARY DIRECTOR**

Ms. Maupin reported went live with the KOHA Circulation System. The system has four major components:

- Patron
- Circulation
- Catalog
- Statistics

Ms. Maupin said as of today the only two components working are the Patron and Circulation components and she wasn't able to provide statistics, but should be able to provide them by next week. Ms. Maupin said the System is owned by the Panhandle Public Library Cooperative System (PPLCS). Ms. Maupin said the System was obtained with grant money by the PPLCS and there was no cost to the County.

Chairman Flowers asked Ms. Maupin to contact someone to take a look at the couple of broken floor tiles near the entrance at the Blountstown Library. Ms. Maupin responded she would.

**JUDY LUDLOW, COUNTY EXTENSION DIRECTOR**

Ms. Ludlow presented each Commissioner with a monthly report.

**4-H Learning Gardens:**

Strawberries, fruit trees, and blueberries are being planted this month. Whitney Cherry is planning some family gardening programs, and the youngest group, the Clover buds, will be planting in the garden.

**Beekeeping Classes & The "California Gold Rush" is on!**

The Beekeeping in the Panhandle series continues here in Calhoun County and across north Florida. Beginning on February 24<sup>th</sup> ending March 18<sup>th</sup>, with a bee yard field day included.

**Master Gardener Classes:**

The Extension office is planning a series of formal gardening classes to certify individuals as UF/IFAS Master Gardeners. Part of the requirements is they volunteer 75 hours back to the community, and it is within this aspect that the classes are being coordinated with the Calhoun County Wellness Initiative group.

**Shiitake Mushroom class:**

This popular class will be offered on Saturday, March 1.

**Calhoun County Emergency Preparedness Expo – June:**

The Extension office is planning this expo for Saturday June 7<sup>th</sup>, at the 4-H Youth Camp. Stay tuned for details, but the overall intent is to educate citizens to prepare, while allowing our first responders to maximize their efforts in an emergency.

**Agri-tourism Workshop:**

Ms. Ludlow will be attending this workshop with Kristy Terry, Chamber of Commerce

**Requests to the Board:**

1. Ms. Ludlow said W.T. Neal Civic Center has only one podium and requested permission from the Board to donate one of the extra podiums (unused) to W.T. Neal Civic Center.
  - ❖ It was the general consensus of the Board to donate a podium to the W.T. Neal Civic Center.
  
2. Ms. Ludlow asked the BOCC for permission to enter into a lease agreement with Xerox for a new copier. She provided the BOCC with the lease terms noting the proposed lease is for 60 months for \$146 per month; the copier proposed to be replaced is \$158 per month.
  - ❖ A motion to allow the County Extension Director to enter into a lease agreement with Xerox for 60 months at \$146 monthly was made by Commissioner McDougald, seconded by Commissioner Shelton.
  - ❖ After some discussion, Commissioner McDougald amended his main motion to include "contingent upon conforming to County Procurement Policy", seconded by Commissioner Shelton and passed unanimously 5-0.



**DAN CLEMONS, WEATHERIZATION MANAGER**

1. Mr. Clemons presented to the Board for approval Change Order #001 – North Apron Extension Phase 2. Change Order #001 provides funds for the replacement of pipe at the correct elevation necessary after finding the engineered drawings were incorrect and were relied on by the Contractor when initially installing the pipe. Mr. Clemons further explained URS computed the estimated project line item overages and made reductions in those line items to cover the additional cost of reinstalling the pipe at the correct elevation. In the discussion the Board voiced their concern the project has not yet been completed and URS did not come to address the issue.

After much discussion, a motion to table the issue was made Commissioner Brown, seconded by Commissioner Shelton and passed unanimously 5-0.

Chairman Flowers stated the IDA Board and the BOCC are all in agreement concerning this issue.

2. Wildflower Convention – Mr. Clemons reported on the Wildflower Convention he attended. The purpose is to establish some natural wildflower growth along FDOT Roads to alter mowing patterns. Mr. Clemons said this could be done on County Roads also.
3. Mr. Clemons spoke with Sandy Kelly and she will take care of the intake and waiting list for the Weatherization Program and schedule appointments for him in an effort to better accommodate the public.

**DOWLING PARRISH, BUILDING OFFICIAL**

Mr. Parrish gave the Board a report for the month of January.

• Issued 20 building permits	\$2,733.00
• State surcharge tax collected	\$115.06
• Issued 9 licenses	\$475.00
• <u>Issued 1 driveway permit</u>	<u>\$ 25.00</u>
<b>Total collected</b>	<b>\$3,348.06</b>

- Completed paperwork on 4 SHIP jobs – Bidding tonight during meeting
- Worked on planning and zoning issues. Advised County Planner of a letter from an attorney requesting information on some existing lots on 11<sup>th</sup> and 12<sup>th</sup> Street owned by C.R. Cochran.

Attorney Fuqua asked Mr. Snowden, County Planner to invite Mr. Cochran to the next Technical Review Advisory Committee meeting. The next meeting will be March 6, 2014 at 3:00 p.m. in the EOC Room.

Chairman Flowers made a recommendation that all Board members rotate attending the Technical Review meetings so each Commissioner will see the process. Commissioner Brown said he will attend the March 6<sup>th</sup> Technical Review Advisory meeting.

Attorney Fuqua reminded the Building Official to coordinate with the County Planner when he issues a building permit.

Attorney Fuqua opened and read aloud the S.H.I.P. Bids.

RESIDENTIAL WELL	
Client Name	Capps Well Drilling
James Edwin Young	\$2,995.00

Only one bid was received from Capps Well Drilling for the residential well.

- ❖ A motion to accept the bid of \$2,995.00 by Capps Well Drilling for the Young well was made by Commissioner McDougald, seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

S.H.I.P. RE-HAB BIDS				
CLIENT NAME	GADCON LLC	Gulf Coast Home Solutions	Wallace & Sons Construction Inc.	Vision Builders of the Gulf Coast LLC
Floyd Jemison	\$21,680.00	\$19,575.00	No bid	\$14,450.00
June Clemons	\$20,383.00	\$20,515.00	22,000.00	\$17,990.00
Verna Patterson/Barry Roberts	\$12,725.00	\$13,750.00	No bid	\$10,600.00
Stanley Daniels	\$15,538.00	\$14,950.00	\$12,500.00	\$14,440.00
Leroy Nealey	\$24,960.00	\$24,200.00	\$35,000.00	\$18,260.00

- ❖ A motion was made to accept all apparent low bidders except Verna Patterson bid, seconded by Commissioner Brown.
- ❖ Commissioner McDougald amended his motion to “accept all apparent low bidders, including the Patterson house, as long as they conform to S.H.I.P. policy, seconded by Commissioner Brown. The Building Official will give a report on this at the next Board Meeting. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

Commissioner Grant asked the Building Official to provide each Commissioner with a scope of work on S.H.I.P. projects.

**RONNIE STONE, 911 COORDINATOR**

Mr. Stone gave his monthly report to the Board.

- 125 telephone updates
- Installed 17 signs
- 8 addresses issued
- Net-Clock installed – Waiting on co-ax cable to finish installation
- Assisted Emergency Management with winter storm

DATE 759

- Will start emailing County Planner with updates to coordinate with planner for review.

#### ELTON MCDANIEL – ROAD DEPARTMENT

Mr. McDaniel presented a monthly written report to the Board.

Mr. McDaniel reported all equipment working except hydro steer. They are currently working on cleaning up the bucket truck.

Chairman Flowers commended all the County employees: Emergency Management, Maintenance, and the Road Department for their work during the State of Emergency along with the Sheriff, Ambulance Service, City of Blountstown, and Fire Departments. The Chairman also noted Roberts & Roberts did not charge the County to sand the bridge. He said everyone worked together and did a fantastic job.

Mr. McDaniel gave each Commissioner a copy of the refurbished Mack Truck. Everyone commented on the truck and Commissioner Brown commended Commissioner Grant with facilitating the purchase of this truck for the Road Department.

**Chairman Flowers called for a recess at 8:45 p.m.**

**Chairman Flowers called the meeting back to order at 8:55 p.m.**

#### JOE WOOD, DIRECTOR OF OPERATIONS

1. Mr. Wood gave an update on Courthouse Security and provided an estimate of the cost of equipment needed to secure the entire courthouse at \$30,000. Mr. Wood further explained he interviewed all the Constitutional Officers and was told by all that they are okay with only securing the second floor; further noting this will not impede citizens entering other levels of the Courthouse. Mr. Wood said he spoke to the Judge and the Judge would not say he totally agreed with only securing the second floor, but did indicate it was better than no security. Mr. Wood said the cost to secure the second floor (staircases and elevator) would be a minimal amount of \$300-\$400 using Courthouse Facility Funds. There were questions about using Courthouse Facility Funds to complete ADA compliance on the first floor. Mr. Wood said he hopes to accomplish this during the next budget cycle. Mr. Wood said he would like to install an automatic door opener with electric eye.
  - ❖ A motion to secure only the second floor of the Courthouse was made by Commissioner McDougald, seconded by Commissioner Brown. Chairman Flowers called for public comment. Tim Jenks asked if one of the staircases will be completely closed off. Mr. Wood responded the second staircase by the Supervisor of Elections office will be closed with a push bar on the inside door for fire exit. The motion passed unanimously 5-0.
2. Mr. Wood reported on his attendance at the WFECA Co-op Board meeting on 1/25/14 regarding relocation of utility poles on Buddy Johnson Road. Mr. Wood stated no other entities charge to move poles. WFECA responded to Mr. Wood by letter refusing to move poles at no charge. He stated they have agreed to move old poles at no charge. Mr. Wood would like to pursue at next level and get Attorney David House (Attorney Fuqua has conflict) to send a letter to WFECA.
  - ❖ A motion was made to allow Mr. Wood to hire Attorney House to send a letter to WFECA on behalf of the BOCC regarding moving the utility poles on Buddy Johnson



Road, seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. After some discussion between the Commissioners, the motion passed unanimously 5-0.

3. Mr. Wood informed the Board an advertisement was sent to the newspaper requesting bids for the construction of a 120 x 36 pole barn at the Road Department. The ad will run 2/5 and 2/12 and bids will be opened at the next Board meeting following the second advertisement date.
4. Mr. Wood informed the Board he met with the John Deere representative today and ordered three tractors as approved by the BOCC. Mr. Wood stated in reviewing the National Procurement Policy it was discovered an additional 1% is given for volume of three or more. Mr. Wood reported the County saved an additional \$2,000 by purchasing three tractors. The tractors were purchased at \$53,300 each; noting this is a very good deal on these 2014 tractors.
5. Jehu Landing – Mr. Wood said the County leases this property from the Leonard family on a year to year basis and the lease expires on 2/28/14. Mr. Wood asked the Board for permission to execute a new lease to continue for another year.
  - ❖ A motion to allow Mr. Wood to execute the Jehu Lease for a term of one year was made by Chairman Flowers, seconded by Commissioner Brown. The Chairman called for public comment. There were no comments from the public. The motion passed unanimously 5-0.
6. Mr. Wood reminded the Commissioners of Robert Trammell's 24<sup>th</sup> Annual Quail Calcutta on Thursday at 5:00 p.m.
7. Commissioner Grant asked if there was an update on Mr. Barbato regarding his Workers Comp Claim. Attorney Fuqua said a "Notice of Claim" has been filed.

**ATTORNEY TIME**

Nothing to report

**COMMISSION TIME**

**COMMISSIONER MCDUGALD**

1. Commissioner McDougald commended Joe Wood, Angie Smith, Road Department, Ronnie Stone, Tim Jenks and all those who helped with the winter storm.
2. Commissioner McDougald said the Florida Association of Counties Annual Meeting is coming up in June. He said scholarship funds may be available to pay for classes. Commissioner McDougald said it would be good for Joe Wood to go and meet other County Managers. Commissioner McDougald would also like to attend.
3. Commissioner McDougald mentioned attendance is low at the Economic Development Class offered by the Chamber of Commerce. He suggested that Commissioners and Joe Wood attend. Commissioner McDougald said he thinks the next class is on Thursday, not sure about times, but check with Deputy Clerk Peacock or Clerk Hand.

761



**COMMISSIONER GRANT**

Nothing to report

**COMMISSIONER SHELTON**

Nothing to report

**COMMISSIONER BROWN**

1. Commissioner Brown mentioned FDOT funding at the Airport/Catalyst Site to resurface from SR 71 to the Airport fence. Commissioner Brown said it was his understanding if any funding is left it would be used for signs and suggested a better use of leftover funds would be to resurface between the Fire Department and Airport. The County Engineer said he would check with FDOT to see if the funds could be used for resurfacing the road between Fire Department and Airport. Joe Wood said this road was just recently lime rocked and is very good shape.
2. Commissioner Brown asked where he could obtain information on the beginning history of the Apalachicola River Bridge. He said there were two County Commissioners who traveled to Washington to ask for funding and he would like to find out more information. Chairman Flowers suggested he contact FDOT District 3 Office, Rhonda in Representative Marti Coley's office, Senator Montford's office or Rita Maupin, Calhoun County Library Director.

**CHAIRMAN FLOWERS**

1. Chairman Flowers said the IDA Minutes from January reflected concerns for site washouts at the Catalyst Site. Donald Stanley, County Engineer said he was aware of this.
2. Chairman Flowers wanted to thank FHP and Kelli Peacock Dunn with their assistance for the Trammell Bridge problems during the cold weather.
3. Reminder of the Legislative Delegates meeting on Friday, February 21, 2014 at 6:30 p.m. in the Board Room.
4. FAC Legislative Day in Tallahassee – March 27, 2014 – information in Board packets.

  
THOMAS G. FLOWERS, CHAIRMAN

ATTEST:

  
CARLA A. HAND, CLERK

762