

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING MINUTES
August 5, 2014**

PRESENT AND ACTING:

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

**SHERIFF GLENN KIMBREL,
EMORY GODWIN, CAPTAIN
MATT FUQUA, ATTORNEY
CARLA HAND, CLERK OF COURT AND COUNTY COMPTROLLER**

The meeting at Mossy Pond Library and Community Center was called to order by Chairman Flowers at 6:00 p.m., CT. Commissioner Brown led the Prayer and Pledge of Allegiance to the Flag.

Chairman Flowers reminded everyone the Board recently adopted a Public Participation Policy pursuant to Florida Statute 286.0114 and those on the agenda will have three minutes to speak on their topic. The public will have an opportunity to speak on items before the Board for a vote before any action is taken.

APPROVAL OF MINUTES

- ❖ A motion to approve the July 22, 2014 Special Meeting Minutes, July 28, 2014 Budget Workshop Minutes and vouchers for warrants: 1407-ES, 1407-2GS, 1408-GS, 1408-1GS, 1408-1G, 1408-1RD, 1408-1L, 1408-1E, 1408-1S, and payroll warrant 080114 was made by Commissioner Brown and seconded by Commissioner Shelton. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

QUIDA O'BRYAN – GEORGE O'BRYAN ROAD

Ms. O'Bryan reported there are still problems with her road further stating nothing has been done to the road in years. Ms. O'Bryan would like for the loose rocks to be packed; she recently notified the Road Department she is willing to leave home if they will work on the road but she has not heard back from them. (Ms. O'Bryan can't be close to the packer/vibrator due to health reasons.) Ms. O'Bryan also mentioned water runs into her yard after a rain. (She brought pictures to a previous meeting this year from 2012 showing water in her yard.) Joe Wood, Director of Operations, assured Ms. O'Bryan the Road Department will pack the road as soon as there is some moisture noting it is currently too dry.

KEVIN JACKSON – SHUMAN FERRY ROAD

Not in attendance at this time.

DEPARTMENT MONTHLY UPDATES

TIM JENKS – MAINTENANCE SUPERINTENDENT

Mr. Jenks advised the Board of the Maintenance Department monthly activities including grass mowing, working on bathrooms at Neal Landing (FRDAP), and mowing at Calhoun Correctional Institution (CCI). Mr. Jenks mentioned there are lights (eight) needed at Sam Atkins Park for the practice fields and the tennis court; Mr. Jenks will get a price for these. Mr. Jenks stated he is waiting on a survey to determine whether or not a septic tank is feasible at the Neal Landing bathrooms.

Michael DeVuyst – Calhoun County Health Department attended the meeting to explain the problem with the water well at Hugh Creek Library. The water tested from the well at the Hugh Creek Library continues to test positive for certain bacteria and as a result there is no public consumption of the well water. This well has been classified by the Florida Department of Health as a Registered Water System requiring one bacteria sample per year and allows for no public consumption of this water and can only be used in the bathroom sink and toilet. It was further explained that bottled drinking water is being supplied to visitors at the Library. Mr. DeVuyst explained the old pump-house has been replaced making it easier for accessing the wellhead for repairs if needed. Mr. DeVuyst indicated the water will be retested tomorrow with results back on Thursday. There was further discussion about the possible cause of bacteria and Mr. DeVuyst stated he will continue trying to get a good sample and also test a few residential wells in the area.

DAN CLEMONS – WEATHERIZATION COORDINATOR

Mr. Clemons informed the Board there was a State inspection of the Residential Construction Mitigation Program (RCMP) projects on July 15, 2014. The inspector rejected the windows used (did not use impact resistant glass) and proposes the County pay for storm shutters from non-grant funds. (Without these corrections the County will not be reimbursed \$48,000.) Mr. Clemons received a price quote from Gulf Coast Home Solutions LLC for materials and labor to install storm shutters on all of the RCMP projects (Gladys Miller \$1,727.54, Leroy Williams \$1,967.75, James Hawkins \$2,845.82); the total price quoted is \$6,541.11. (The shutter materials are subject to approval by the State) Mr. Clemons was asked whether or not there were funds available to pay for storm shutters and Mr. Clemons stated he met with the Clerk this afternoon to see if there were available funds. (At the time Mr. Clemons and the Clerk met a price quote was not available and the amount was estimated at \$10,000 or less)

The Clerk presented to the Board for their consideration Budget Amendment #3 and stated she was contacted by the Supervisor of Elections (Margie Laramore) this morning in regards to her computer server (it is failing) and the need to replace it prior to the end of the 2013-2014 fiscal year. The Clerk further explained the Supervisor of Elections 2014-2015 budget request includes \$6,000 to purchase a computer server; Ms. Laramore stated she will reduce her budget request for 2014-2015 by \$6,000 if the Board will provide funds in the current fiscal year.

The Clerk explained there are funds remaining in the line item “Workers’ Compensation Insurance” to pay for the RCMP storm shutters and Ms. Laramore’s computer server.

Commissioner McDougald made a motion to approve Budget Amendment #3 (\$12,542) to fund the additional transfer in 2013-2014 to the Supervisor of Elections of \$6,000 for a computer server and the cost to install the shutters by Gulf Coast Home Solutions LLC for \$6,541.11 adding shutter installation is contingent upon product code approval by the State for the RCMP shutters. Commissioner Brown seconded the motion. The Chairman called for Public Comment. Mr. Paul Calhoun inquired about the type of server and stated the price seemed low. The Clerk explained this is the amount Ms. Laramore

asked for and she has staff that will assist with the installation. There was no more public comment and the motion passed 4-1. (Chairman voted no)

Budget Amendment #3

Amendment to 2013-2014 budget, reallocating expenditures between line items within General Fund increasing the transfer to the Supervisor of Elections by \$6,000 for the purchase of a computer server, non-grant “Residential Construction Mitigation Program” expenditures and reducing Workers’ Compensation Insurance.

General Fund

<u>Account#</u>	<u>Description</u>	<u>Original Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Revised Budget</u>
#01513 Financial & Administrative					
01513-91SE	Supervisor or Elections	\$265,185.00	\$ 6,000.00	\$ 0.00	\$271,185.00
01513-24000	Workers’ Comp INS	\$ 70,000.00	\$ 0.00	\$12,542.00	\$ 57,458.00
#01525RC Residential Construction Mitigation Program					
01525-3414RC	Contractual Srvs	\$ 0.00	\$ 6,542.00	\$ 0.00	\$ 6,542.00

Mr. Clemons informed the Board there are three (3) Weatherization Project bids to be opened and awarded at the August 19, 2014 meeting. Mr. Clemons also spoke to the Board concerning the recent Weatherization monitoring visit and stated he will inform the Board of the results when received. Mr. Clemons notified the Board he has a class tomorrow for his “Lead Paint Certification”.

JUDY LUDLOW – COUNTY EXTENSION

Ms. Ludlow gave the Board a handout that included the following activities for the month of July: attending the Rural Broadband Summit at Chipola College, attending the National Agriculture Extension Agent Conference in Mobile, Al, Holding six (6) Family Nutrition Program cooking and 4-H Clover bud day camps, planning the upcoming Master Gardener, Cattlemen’s, and Beekeeping Association programs, sharing in the Community Action Agency’s Getting Ahead graduation ceremony, and answering clientele questions on plant disease, insect identification and control, soil sample analyses, pesticide training, etc.

RITA MAUPIN – LIBRARY DIRECTOR

Ms. Maupin provided the Board with a handout of the July 2014 activities at the Calhoun County libraries with statistics for each of the six (6) libraries. Ms. Maupin noted the landing and steps have been repaired at the Hugh Creek Library.

DOWLING PARRISH – BUILDING OFFICIAL/STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM(SHIP)

The Building Inspector did not have a report of the July 2014 permit activity (will have permit activity at next Board meeting) but informed the Board the 2014-2015 SHIP funding of \$350,000 was recently received and he will be taking applications after the required advertisement period of 30 days is met.

RONNIE STONE – 911 COORDINATOR

Mr. Stone was not available for the meeting.

ELTON MCDANIEL – ROAD DEPARTMENT

Mr. McDaniel provided the Board with a written activity report for the month of July recapping the work performed as follows: replacing asphalt with hot mix on CR 69S, grading and shaping, mowing, assisting with a fuel spill on SR 71. The report also included the work performed by the inmate crews. The Chairman asked Mr. McDaniel to contact the State Road Department and inform them there are varying speed limits on opposite sides of SR 71 South. The Chairman also informed Mr. McDaniel there are limbs all over Bob Davis Road and asked him to put this on their to do list.

KEVIN JACKSON – BAILEY SUBDIVISION - 13720 SHUMAN FERRY RD NW ALTHA FL

Mr. Jackson was allowed to address the Board and noted a term (sustainable development) used by the representative from the Riparian County Stakeholders “Coalition”, at the recent Board Budget Workshop. Mr. Jackson mentioned donors to the “Coalition” and urged the Commission to be careful referencing the “trail of tears” experienced by Native Americans.

DONALD STANLEY – PREBLE-RISH – COUNTY ENGINEER

Mr. Stanley gave the Board an update on three (3) County projects:

1. CR 69 South – The contractor is currently working on the cross drain extensions and placing lime rock for road widening. There are 19 days remaining on the contract.
2. CR 392 – The contractor is currently working on emergency box culvert repairs. There are 40 days remaining on the contract.
3. Silas Green Street – No work has been completed. There are 19 days remaining on the contract.

Mr. Stanley advised the Board it may be necessary to extend the days on some of the contracts; this will be discussed at the next Regular Board Meeting.

ANGIE SMITH – EMERGENCY MANAGEMENT DIRECTOR

Ms. Smith presented to the Board the Public Assistance (PA) Funding Agreement for FEMA DR 4177 for their approval and execution by the Chairman. Ms. Smith explained the agreement sum shall be for reimbursement of expenses subject to the scope of work identified in the Project Worksheets (PW's) for small and large projects. Currently the PW's are being written by local, state and federal partners.

- ❖ Commissioner McDougald made the motion to approve and allow the Chairman to execute the Public Assistance (PA) Funding Agreement for FEMA DR 4177. Commissioner Brown seconded the motion. The Chairman called for public comment. There was no public comment. The motion passed unanimously 5-0.

Ms. Smith advised the Board she received notification of available funding for the annual EMS County grant funds for \$7,085.00; these funds roll over to the next fiscal year if not applied for.

Ms. Smith advised the Board she spoke with the Florida Division of Emergency Management (DEM) regarding new grant funding for the Residential Construction Mitigation Program (RCMP) and was told the first round had already been awarded and due to the fact the State did not notify agencies (Calhoun County being one) of the funding opportunity, a second round will be offered in approximately 30 – 45 days. The DEM assured Ms. Smith she would be notified of the second round of funding.

Ms. Smith reported she received the fully executed Hurricane Retrofit Agreement yesterday for the retrofit of Blountstown High School Buildings and will be placing the advertisement to receive bids for the September 2, 2014 Board Meeting.

Ms. Smith requested permission from the Board to surplus as obsolete the following items:

1. #97-0358 EOC Dell Computer Tower
 2. #0422 Mapping & Addressing Plotter
 3. N/A EM Office Dell OptiPlex GX520 Computer Tower SN:700MPCI
- ❖ Commissioner Shelton made the motion to surplus as obsolete the items as requested by Ms. Smith. Commissioner Brown seconded the motion. The Chairman called for public comment. There was no public comment. The motion passed unanimously 5-0.

Ms. Smith requested permission from the Board to dispose of the following obsolete items:

1. #97-0358 EOC Dell Computer Tower
 2. #0422 Mapping & Addressing Plotter
 3. N/A EM Office Dell OptiPlex GX520 Computer Tower SN:700MPCI
- ❖ Commissioner Shelton made the motion to dispose of the obsolete items as requested by Ms. Smith. Commissioner Brown seconded the motion. The Chairman called for public comment. There was no public comment. The motion passed unanimously 5-0.

JOE WOOD – DIRECTOR OF OPERATIONS

Mr. Wood updated the Board regarding the request from Gulf County to support Gulf Coast Parkway Alternative Alignment #15 which was tabled at the last Regular Board Meeting. Based on the lack of information available Mr. Wood advised the Board to take no action on the request until the impact on Calhoun County can be determined.

Mr. Wood asked the Board to write a letter of support to Senator Montford and other State Officials asking the Department of Children and Families to move an office back to Calhoun County. Mr. Wood stated the Sheriff endorses asking the Department of Children and Families to maintain an office in Calhoun County and has written letters of support. The Board agreed by consensus to write these letters of support.

Mr. Wood reported a five (5) ton HVAC was recently replaced at the Old Courthouse and asked the Board for permission to surplus as obsolete and to dispose of the old unit.

- ❖ Commissioner Shelton made the motion to surplus as obsolete and to dispose of the five (5) ton HVAC unit as requested by Mr. Wood. Commissioner Grant seconded the motion. The Chairman called for public comment. There was no public comment. The motion passed unanimously 5-0.

Mr. Wood reported the advertisement to receive bids for the sale of timber at the airport would be published soon. This was held back temporarily at the request of the IDA Chairman, Bob Fleck. Mr. Wood stated this is not a time sensitive issue as the timber continues to grow.

Commissioner Grant mentioned CR 69S and Mr. Wood stated he looked at it this afternoon and the Road Department will be on it first thing in the morning.

CARLA A. HAND – CLERK OF COURT AND COUNTY COMPROLLER

The Clerk asked the Board to re-appoint Ms. Vicki Montford as their representative on the Opportunity Florida Board noting Ms. Montford has agreed to the re-appointment.

- ❖ Commissioner Grant made the motion to re-appoint Ms. Vicki Montford as the Board representative to the Opportunity Florida Board. Commissioner McDougald seconded the

motion. The Chairman called for public comment. There was no public comment. The motion passed unanimously 5-0.

The Clerk asked for permission to declare surplus and donate asset #403 (desk) to the Calhoun County School Board for use in their Finance Department.

- ❖ Commissioner Brown made the motion to declare surplus and donate asset #403 (desk) to the Calhoun County School Board. Commissioner Grant seconded the motion. The Chairman called for public comment. There was no public comment and the motion passed unanimously 5-0.

The Clerk presented to the Board for their consideration a Memorandum of Understanding between the Florida Department of Agriculture and Consumer Services and the Board of County Commissioners of Calhoun County, Florida. The subject of this Memorandum of Understanding (MOU) is cooperation between the parties in meeting FEMA's criteria for reimbursement of Vector Control related to a declared federal emergency. Michael DeVuyst – Calhoun County Health Department, explained this is additional funding. (The Health Department administers Mosquito Control for Calhoun County.)

- ❖ Commissioner McDougald made the motion to approve the MOU for Vector Control with The Florida Department of Agriculture and Consumer Services and allow the Chairman to execute the MOU. Commissioner Shelton seconded the motion. The Chairman called for public comment. There was no public comment and the motion passed unanimously 5-0.

The Clerk presented to the Board for their consideration the 2014-2015 Detailed Work Plan Budget for Arthropod Control (Mosquito) for submittal to the Bureau of Entomology and Pest Control. (The Health Department administers Mosquito Control for Calhoun County.)

- ❖ Commissioner McDougald made the motion to approve the 2014-2015 Detailed Work Plan Budget for Arthropod Control and allow the Chairman to execute the budget work plan. Commissioner Brown seconded the motion. The Chairman called for public comment. There was no public comment and the motion passed unanimously 5-0.

The Clerk asked the Board if they would like to have a Special Meeting to further discuss the 2014-2015 proposed budget. After some discussion the Board set a Special Budget Meeting for Tuesday, August 12, 2014 at 5:30 in the Emergency Operations Center (EOC).

ATTORNEY FUQUA

Attorney Fuqua presented to the Board for their approval and execution the contract with AVCON, Inc. for airport general consulting services.

- ❖ Commissioner Shelton made the motion to approve and for the Chairman to execute the contract with AVCON, Inc. for airport general consulting services. Commissioner Grant seconded the motion. There was some discussion among the Board regarding a time frame for URS Corporation to complete ongoing projects at the airport. (Not considered in the motion) The Chairman called for Public Comment. There was no public comment and the motion passed unanimously 5-0.

COMMISSION TIME

COMMISSIONER MCDUGALD

Commissioners McDougald spoke briefly regarding the Port at Port St. Joe, Florida and other potential industrial sites mentioning location appeal is for areas with diverse transportation (the interstate and railroad) as well as proximity to other states.

COMMISSIONER BROWN

Commissioners Brown gave thanks to the volunteer fire departments and the men and women who serve as volunteers.

CHAIRMAN FLOWERS

The Chairman asked the Board for permission to write a letter of support to the Florida Department of Transportation on behalf of Bay County for funding paving on the Bay County portion of Scotts Ferry Road. The Board agreed by consensus to the Chairman's request.


The Chairman thanked Ms. Rita Maupin the staff at Mossy Pond Library for hosting tonight's meeting and thanked the citizens in attendance.

The Chairman also mentioned the 1st meeting in October would be held at the Carr/Clarksville Volunteer Department.

The Chairman asked the Tax Collector, Sheriff, and Clerk if they would like to speak. All thanked Ms. Maupin and the staff for the hospitality and thanked those in attendance for coming.

The Chairman took questions from citizens in the audience. Mr. Paul Calhoun asked whether or not the Mossy Pond Library is a secondary Emergency Operations Center or a shelter. It was determined since the Library was subsequently approved as a shelter it would be used for a shelter if needed in lieu of an Emergency Operations Center. Ms. Calhoun also asked what SHIP stands for and he was told State Housing Initiatives Partnership Program. Mr. Lee Clements also had a question regarding Mossy Pond Library being used as a shelter or EOC. Ms. Smith stated if it were needed for a shelter it would not be used as an EOC.

There being no further business, the Chairman adjourned the meeting.



THOMAS G. FLOWERS, CHAIRMAN

ATTEST:



CARLA A. HAND, CLERK