

CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING MINUTES
September 23, 2014

PRESENT AND ACTING:

THOMAS G. FLOWERS, CHAIRMAN
WOODROW "LEE" SHELTON, VICE-CHAIRMAN
DARRELL MCDUGALD
MARION "LEE LEE" BROWN

SHERIFF GLENN KIMBREL
SCOTTY NORRIS, DEPUTY
MATT FUQUA, ATTORNEY
CARLA HAND, CLERK OF COURT AND COUNTY COMPTRROLLER
BECKY BROWN, DEPUTY CLERK

The meeting at the Regular Meeting Room 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 to silence their cell phones 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 September 2, 2014 Regular Meeting Minutes, September 8, 2014 Special Meeting Minutes, September 8, 2014 TRIM Budget Hearing Minutes and vouchers for warrants: 1409-2G, 1409-2RD, 1409-2L, 1409-2E, 1409-2S and payroll warrants AP-PR14-B14, 091214 and AP-PR14-B15 was made by Commissioner Brown and seconded by Commissioner McDougald. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

BID OPENINGS – BLOUNTSTOWN HIGH SCHOOL WIND RETROFIT PROJECT

This has been postponed until October 7, 2014 Regular Meeting.

RACHEL MANSPEAKER – HEALTH DEPARTMENT

Ms. Manspeaker advised the Board of the renewal of the Annual Contract between Department of Health and the Calhoun County Board of County Commissioners for 2014-2015. Attorney Fuqua advised the Board he reviewed the contract and it is acceptable for approval.

- ❖ A motion to approve the Annual Contract between the Department of Health and the Calhoun County Board of County Commissioners for 2014-2015 was made by Commissioner McDougald and seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

Ms. Manspeaker advised the Board the Health Department started a Fit Lifestyle Active Strong Healthy (FLASH) Challenge across Calhoun and Liberty counties with the kickoff Monday, September 22, 2014 in Liberty County with over 300 signing up. The meetings will be held in Liberty County on Monday and

Thursday nights at the Veteran's Memorial Civic Center and Tuesday and Wednesday nights at the W.T. Neal Civic Center.

Ms. Manspeaker advised the Board the "Bras across the Bridge" will be held again this year. The Department of Transportation gave permission this year to leave bras on the bridge for two weeks. The walk across the bridge and remembrance ceremony will be held on October 25, 2014.

Ms. Manspeaker advised the Board October 24, 2014 is National Food Day being held across the state by the Department of Health. A Healthy Tailgating Booth will be set up at the Piggly Wiggly with samples, recipes, games and prizes.

STACY VARNUM, STEVE OSWALT AND JOHN WHITE – FLORIDA FOREST SERVICE

Mr. Varnum gave the Board a handout which included the County Commissioner Yearly Report and reported nothing had changed. Mr. Varnum gave the Board a handout which included the Operation Plan between the Florida Forest Service and the Calhoun County Volunteer Fire Departments. Mr. Varnum advised the only thing changed in the plan was Nettle Ridge Volunteer Fire Department turned in one (1) piece of equipment.

- ❖ A motion to accept the Operation Plan between the Florida Forest Service and the Calhoun County Volunteer Fire Departments was made by Commissioner McDougald and seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

GENE BAILEY - WEATHERIZATION

Mr. Bailey presented to the Board for Blountstown Mechanical and Electrical Contractors to be considered as the County's sole Weatherization Contractor. Mr. Bailey advised he would have the Weatherization Assistance Program certificate from the Weatherization Assistance Program and the Department of Economic Opportunity later this week. Mr. Bailey advised the Board of his experience. Mr. Bailey gave the Board a handout he received during a study course.

DR. VIRGINIA BAKER – FHEE WICL (FAITH HEALTH ED ECON WELLNESS INITIATIVE CALHOUN LIBERTY)

Chairman Flowers advised Dr. Baker was unable to attend the meeting but has requested for the Board to consider appointing a Commissioner as their liaison to the Wellness Initiative. Chairman Flowers recommended postponing until a later meeting.

BOB FLECK – IDA BOARD CHAIRMAN

Mr. Fleck advised the Board the North Apron Construction Project is complete. The project took 267 days to complete instead of the original 134 days due to weather delays. Mr. Fleck advised he does have the Certificate of Final Completion.

- ❖ A motion to approve and execute the Certificate of Final Completion for the North Apron Construction Project was made by Commissioner Shelton and seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

Mr. Fleck asked permission from the Board to pay the contractor, Panhandle Construction, Inc., contingent upon receiving the project closeout book.

- ❖ A motion to pay the contractor, Panhandle Construction, Inc., contingent upon receiving project closeout book was made by Commissioner Shelton and seconded by Commissioner Brown.

Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

Mr. Fleck advised the Board the completion date for the Hangar Project (North Florida Construction Inc.) has passed; however, the project is not finished. According to the contract, liquidated damages of \$1,000 may be assessed to the contractor for each day past the contract completion date. The contractor, North Florida Construction Inc., is claiming rain days from the contract inception through September 12, 2014 and if the rain days are verified there may be no liquidated damages assessed to the contractor. Mr. Fleck advised he is verifying the rain days claimed by North Florida Construction Inc.

DONALD STANLEY – COUNTY ENGINEER

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

1. CR 69 South – The contractor is currently working on placing asphalt base for road widening. There are 20 days remaining on the contract including the two change orders for 50 additional days each.
2. CR 392 – The contractor is currently finishing the cross drain extensions. There are 41 days remaining on the contract.
3. Silas Green Street – There has been no work completed by the contractor. The county is working on replacing the cross drains. There are 20 days remaining on the contract.
4. Roy Golden/J F Bailey Road – The contractor has finished work on Roy Golden Road and is currently working on headwalls on John F. Bailey Road. There are 0 days remaining on the contract as of today. Mr. Stanley presented Change Order #2 with Panhandle Construction, Inc. for an increase in 15 calendar days and an additional \$1,270 for concrete overrun on endwalls on Roy Golden and John F. Bailey Road.
 - ❖ A motion to accept Change Order #2 to increase the contract for an additional 15 calendar days and an additional \$1,270 was made by Commissioner McDougald and seconded by Commissioner Shelton. Chairman Flowers called for public comment. There were no comments from the public. The motion passed 3-1. Commissioner Brown opposed.

There was further discussion of the project on the North End of CR 69 South. Mr. Stanley advised they are waiting on the agreement from the Department of Transportation and anticipating it soon. Commissioner McDougald asked Mr. Stanley what causes the headwall to separate. Mr. Stanley explained what may have caused the separation but advised the Board headwalls are now being installed according to current Department of Transportation standards.

Commissioner Brown noted the crossing being installed on John F. Bailey Road is narrow. Mr. Stanley stated it is wider than the previous crossing and the width is the maximum it could be without causing an impact to the wetlands. Mr. Stanley stated the crossing is 40 foot wide and will have a guardrail.

Mr. Stanley discussed the water tower at the IDA Park and stated repairs and maintenance are needed on the water tower. Mr. Stanley met with the IDA Board regarding the repairs to the water tank and the possibility of getting funding from Northwest Florida Water Management District (NWFWM) with no match required; the application deadline is October 31, 2014. Mr. Fleck stated Georgia inspectors estimated a cost of \$55,000 for making the repairs also stating the last inspection was 5 years ago. The IDA Board asked the Florida Department of Transportation (FDOT) for \$60,000 to repair the water tower however as this has nothing to do with aviation; the FDOT is hesitant to provide this funding. Chairman Flowers asked Mr. Stanley if NWFWM would provide funds to make the water potable at Hugh Creek

Library. Commissioner Brown asked if a grant is awarded who chooses the contractor. Mr. Stanley advised it is up to the county to choose the contractor. The Board agreed by consensus for Mr. Stanley to make two applications with NFWFMD for the water tower repairs and to make the water potable at the Hugh Creek Library.

Mr. Stanley stated a citizen contacted the Department of Transportation regarding the crossroads at Ocheessee and CR69 due to reoccurring accidents. Mr. Stanley and Mr. Wood met with representatives from the Department of Transportation and outlined some improvements for safety of the intersection. Several recommendations were made regarding the Department of Transportation right of way and County right of way. One of the recommendations made was a corrective action plan for people parking on the right of way. The Attorney suggested the Board install a no parking sign on the right of way and ask the Sheriff's Department to issue citations to violators.

ANGIE SMITH – EMERGENCY MANAGEMENT DIRECTOR

Ms. Smith presented to the Board for their approval and execution a Department of Homeland Security (DHS) Grant for the amount of \$14,200.00. In the last few years this funding has been used for training and exercises but this year it will be used to develop a risk and vulnerability assessment and how to meet those needs identified during an emergency.

- ❖ A motion to approve and execute the Homeland Security Grant was made by Commissioner McDougald and seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

Ms. Smith presented to the Board for their approval and execution a task order with Arcadis for \$10,000.00 to complete the Local Mitigation Strategy Plan update as required by the State. The funds are in the Emergency Management budget and will be a lengthy process.

- ❖ A motion to approve and execute the Task Order with Arcadis and begin the process to update the LMS plan was made by Commissioner McDougald and seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

Ms. Smith advised the Board the Residential Construction Mitigation Program (RCMP) grant application was submitted on Thursday, September 18, 2014, and waiting for notification from the State. The funding amount for this grant cycle is \$175,000.00.

JOE WOOD – DIRECTOR OF OPERATIONS

Mr. Wood proposed the Board accept a 1997 pickup truck from the Sheriff Department for Mapping and Addressing, and Emergency Management.

- ❖ A motion to accept the 1997 pickup truck from the Sheriff Department was made by Commissioner Shelton and seconded by Commissioner McDougald. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

Mr. Wood requested the Board to surplus a 1991 Chevrolet pickup truck (asset 1591) and a 1986 Chevrolet S-10 (asset 176) and transfer title to the Sheriff's Department to sell at auction with proceeds going to the Sheriff. Both vehicles are not serviceable and have not been used in a while.

- ❖ A motion to declare surplus (obsolete) asset 1591, a 1991 Chevrolet pickup truck, and asset 176, 1986 Chevrolet S-10, and donate them to the Sheriff's Department to sell at auction was made by Commissioner McDougald and seconded by Commissioner Brown.

Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

Mr. Wood advised the Board Tim Jenks, Maintenance Supervisor, is requesting annual leave of October 31st, November 3rd, 4th, 5th, 6th and 7th, December 22nd, 23rd, 24th, 29th, 30, and 31st, 2014.

- ❖ A motion to allow Tim Jenks to take annual leave was made by Commissioner McDougald and seconded by Commissioner Shelton. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

Mr. Wood presented the Board Ken Sheppard's request for the County to install culvert pipes (purchased by Tri-County) and pull ditches on the entry road at the Ag Park and for the County to haul asphalt milling from Highway 20. The milling (60 loads) is being donated by Roberts and Roberts, Inc. for use at the Tri County Ag Pavilion parking lot and entrance road. Mr. Sheppard stated Liberty County is bringing grading equipment and Gulf County is bringing 4 trucks and project will start October 13, 2014. The Board agreed by consensus to assist the Tri County Ag Park. Mr. Sheppard informed the Board of the upcoming fund raising event sponsored by Gulf Coast Children's Advocacy Center to be held on November 25th at the arena.

CARLA HAND – CLERK OF COURT AND COUNTY COMPTROLLER

Clerk Hand had nothing to report.

MATT FUQUA – ATTORNEY

Attorney Fuqua presented the Board with the corrected copy of Resolution 2014-01 (document attached) regarding membership of IDA Board.

- ❖ A motion to approve the corrected Resolution 2014-01 was made by Commissioner McDougald and seconded by Commissioner Shelton. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

COMMISSION TIME

COMMISSIONER MCDOUGALD

Commissioners McDougald had nothing to report.

COMMISSIONER GRANT

Commissioners Grant was not present at meeting.

COMMISSIONER BROWN

Commissioners McDougald had nothing to report.

COMMISSIONER SHELTON

Commissioners Shelton had nothing to report.

CHAIRMAN FLOWERS

The Chairman stated Capital Area Community Action Agency Board has asked the BOCC for a new representative to their Board to replace the outgoing member, Debra Abner Jones. The Chairman suggested waiting until the next meeting to appoint a representative.

The Chairman asked the Board for permission to execute the Amended Interlocal Agreement for Medical Examiner Services.

- ❖ A motion to execute the amended Interlocal Agreement for Medical Examiner Services was made by Commissioner McDougald and seconded by Commissioner Shelton. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

The Chairman presented to the Board for their approval and permission to execute the E911 Grant Program application for Datamaster Support. (\$12,702.97)

- ❖ A motion to approve and execute the E911 Grant Program application for Datamaster support was made by Commissioner McDougald and seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

The Chairman asked the Board to appoint Marie Simpson to the Panhandle Public Library Cooperative System Board as recommended by the Library Director, Rita Maupin.

- ❖ A motion to appoint Marie Simpson to the Panhandle Library Cooperative System Board was made by Commissioner McDougald and seconded by Commissioner Shelton. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

The Chairman proposed the Board submit a letter of support to the Riparian Counties Stakeholders Coalition.

- ❖ A motion to submit a letter of support to the Riparian Counties Stakeholders Coalition was made by Commissioner McDougald and seconded by Commissioner Shelton. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

The Chairman presented to the Board for their approval and permission to execute a match commitment for donation of building space to the Calhoun County Senior Citizens Association from January 1, 2015 through December 31, 2015 of \$14,107.

- ❖ A motion to sign commitment letter for Calhoun County Senior Citizens was made by Commissioner Brown and seconded by Commissioner McDougald. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

The Chairman advised the Board the Sheriff Department is asking for approval to pay invoices to Family Concepts (\$309.50) and Red Ribbon Week (\$94.35) through Crime Prevention funds, noting funds are available.

- ❖ A motion for approval to pay invoices to Family Concepts and Red Ribbon Week from Crime Prevention Funds was made by Commissioner McDougald and seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

The Chairman advised the Board their insurance coverage for General Liability, Property, Workers Compensation, Inland Marine and Automobile ends September 30, 2014 and must renewed or replaced

by October 1, 2014. The Chairman asked the Board if they want to place coverage with the company providing the lowest price (quote) or renew each policy with the current carrier without regard to cost.

- ❖ A motion to pay the lowest price per contract was made by Commissioner McDougald and seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

The Chairman asked the Board permission to surplus and donate old cell phones to the local Boy Scout Troop Pack 137.

- ❖ A motion to surplus and donate old cell phone to Boy Scout Troop Pack 137 was made by Commissioner Shelton and seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

The Chairman asked Attorney Fuqua if the contractor paving Highway 20 can temporarily park their equipment and store milled asphalt on County property east of Blountstown. Based upon the advice of the County Attorney the Board agreed by consensus to allow the contractor to park their equipment and store milled asphalt on County property.

Chairman Flowers reminded everyone the October 7th meeting will be held at Carr-Clarksville Volunteer Fire Department and they will be holding their fundraiser on Saturday, October 4th at the Carr School.

There being no further business, the Chairman adjourned the meeting at 6:57 pm.



THOMAS G. FLOWERS, CHAIRMAN

ATTEST:



CARLA A. HAND, CLERK