

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING MINUTES
February 24, 2015**

PRESENT AND ACTING:

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

**GENE MORRIS, DEPUTY SHERIFF
MATT FUQUA, ATTORNEY
CARLA HAND, CLERK OF COURT AND COUNTY COMPROLLER
BECKY BROWN, DEPUTY CLERK**

The meeting held in 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 reminded those on the agenda they will have three minutes to speak on their topic. The public will have an opportunity to speak on items before the Board votes on a motion.

APPROVAL OF MINUTES

- ❖ A motion to approve the February 10, 2015 Regular Meeting Minutes and February 16, 2015 Emergency BOCC Meeting minutes, vouchers for warrants: 1502-2G, 1502-2RD, 1502-2L, 1502-2E, 1502-2MH, 1502-2S and payroll warrants PR15-B04 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 5-0.

BID OPENINGS

SHIP BIDS

Building Official Dowling Parrish advised the Board there were no well bids submitted. Clerk Hand stated the bids need to be awarded contingent upon the availability of grant funds and verification that special needs eligibility requirements have been met. Attorney Fuqua opened and read aloud the SHIP (State Housing Incentive Partnership Program) bids.

Client Name	Ivey McClain Construction	Gulf Coast Home Solution, LLC	Wallace & Sons, Inc
A. Dykes	No Bid	\$10,850.00 \$ 9,864.00	\$12,050.00
T. Tolley	No Bid	\$14,050.00	\$13,150.00
N. Krentzel	No Bid	\$14,200.00	\$13,300.00
L. Flowers	No Bid	\$23,950.00	\$25,075.00

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C. Hunter	No Bid	\$25,025.00	\$26,050.00
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❖ Commissioner McDougald made the motion to award each project to the apparent low bidder contingent upon the Contractor reducing his bid to the County estimated maximum amount (\$9,864) on the A. Dykes project and contingent upon the availability of grant funds and that the special needs eligibility requirements have been met. Mr. Stone, Gulf Coast Home Solutions, LLC, stated he would reduce his bid on the A. Dykes' project to \$9,864.00. The motion was seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

SEPTIC TANK BIDS

Attorney Fuqua opened and read aloud the Septic Tank bids.

CLIENT NAME	YODER'S SEPTIC SERVICE
C. Hunter	\$6,040.00 (Tabled)
C. Bailey	\$4,350.00

❖ Commissioner Brown made a motion to accept and award the bid to Yoder Septic Tank (sole bidder) for C. Bailey and table the bid on C. Hunter until the next BOCC meeting, March 10, 2015 (C Hunter bid was over the County estimated maximum.) The motion was seconded by Commissioner Shelton. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

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

Mr. Parrish presented the Board with Change Order #1 (SHIP - Bailey house project) from Gulf Coast Home Solutions, LLC, a \$1,556.75 addition to the original contract, for siding repairs and Change Order #1 (SHIP – Green house project) from Wallace & Sons, Inc., a \$3,600 addition to the original contract, for additional repairs in the bathroom.

❖ A motion to accept both Change Orders 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 5-0.

KEVIN JACKSON

Mr. Jackson addressed the Board with comments regarding the Comprehensive Plan and Golden Gate Florida.

BILLY JOE BRYANT – APALACHICOLA INDIANS

Mr. Bryant explained his intent if the Apalachicola Creek Indians are allowed to lease some of the land at Sam Atkins Park (Part of the 160 acres purchased with Florida Communities Trust Funds). (A letter and drawing was sent to each Commissioner by email.) Mr. Bryant stated he would like to build an Indian village which will be open to the public to learn about the Indian heritage in Calhoun County. Mr. Wood stated Daniel Penton and Doris Adams, signers of the current lease between Calhoun County and White Earth Tribal Town, will be attending the next Board meeting, March 10, 2015.

BECKY SMITH – ADVERTISING DELINQUENT TAX ROLL

Attorney Fuqua advised the Board it is time to advertise the 2014 unpaid (past due) ad valorem taxes. Attorney Fuqua stated the Florida Statute require the Board of County Commissioners to select a

newspaper to advertise the past due ad valorem taxes. Attorney Fuqua advised the Board they can rebid or waive the procurement policy and select the newspaper of their choice. Ms. Smith stated last year the total cost to advertise past due ad valorem taxes in The County Record was \$10,762.00 (\$.29/per line per week).

- ❖ A motion to set aside the procurement policy and select The County Record to advertise the 2014 delinquent ad valorem taxes contingent upon The County Record charging the same per line cost as last year (\$.29/per line) was made by Commissioner Shelton and seconded by Commissioner Jones. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0. (Subsequent to the meeting the Tax Collector affirmed The County Record agreed to charge \$.29/per line.)

FRANK SNOWDEN – DEVELOPMENT ORDER FOR ALTHA AUTO PARTS

Mr. Snowden advised the Board that Rex Wimberly with Marianna Auto Parts wants to build an auto parts store north of Altha and the planned commercial development requires prior Board approval. Mr. Snowden advised the Board an auto parts store falls within the parameters of an allowable development and therefore requires no variance from the Land Use Plan.

- ❖ A motion to approve Marianna Auto Parts to build an auto parts store north of Altha 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 5-0.

BOB FLECK – IDA BOARD CHAIRMAN

Mr. Fleck advised the Board the IDA Board met and approved for several churches (as a group) within Calhoun County to hold a fireworks show at the Industrial Park on June 28, 2015 from 6-9 pm. The IDA Board approved the event be held outside the Airport restricted fence.

- ❖ A motion to approve a fireworks show at the Industrial Park on June 28, 2015 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 5-0.

Mr. Fleck advised the Board the Calhoun County Airport Hangar project with North Florida Construction, Inc. is completed and is ready for occupancy. Mr. Fleck advised the 60' x 100' commercial hangar has been leased by Stone Aviation and there is a verbal agreement from Crooms Aviation, for lease of the 60' x 60' storage hangar; Crooms Aviation is a crop dusting company, out of Donaldsonville, Georgia.

Mr. Fleck advised the Board the Notice to Proceed has been issued to the contractor, C.W. Roberts, Inc., for paving the Airport Entrance Road.

Mr. Fleck advised the Board the engineering for the Taxiway is nearing 90% completion and the project should go out for bids around June 1, 2015. Mr. Fleck stated that \$900,000 has been secured from Florida Department of Transportation (FDOT) and \$350,000 from Federal Aviation Administration (FAA).

Mr. Fleck stated they ran into problems with the wetlands at Sam Atkins Park with a result of less than the expected 90% eradication of noxious weeds. (Only achieved 70% eradication) The U.S. Army Corps of Engineers are requiring one additional year of monitoring the site which will cost from \$4,000 to \$6,000 of local airport funds.

DONALD STANLEY – PREBLE-RISH – COUNTY ENGINEER

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

1. CR 392 – The Contractor has completed the work at the box culvert and is finishing the widening through the box culvert area. There are 12 days remaining on the contract.
2. CR 69S – The Contractor is preparing to start work on FEMA repairs (box culvert).
3. Pine Island Water System – The Contractor is installing meters and connecting water lines to houses. There are 31 days remaining on the contract. Mr. Stanley advised the Board there have only been 60 houses connected to the water system as of today.

Mr. Stanley presented the Board with Change Order #6 from Roberts and Roberts, Inc. for the CR69S CIGP Project adding an additional 55 days to the contract.

- ❖ A motion to approve Change Order #6 was made by Commissioner Jones and seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

Mr. Stanley presented the Board for their approval and execution Resolution 2015-4 to apply for a grant from the State of Florida Fish and Wildlife Conservation Commission for boating improvements at Neal Landing boat ramp. Mr. Stanley advised the improvements would include removing and replacing the existing boat ramp, improving the retaining walls, and modifying the handicap parking. (The grant is approximately \$300,000.)

RESOLUTION NO. 2015-4

**A RESOLUTION OF CALHOUN COUNTY,
FLORIDA TO APPLY FOR A GRANT FROM THE
STATE OF FLORIDA, FISH AND WILDLIFE
CONSERVATION COMMISSION FOR BOATING
IMPROVEMENTS AT NEAL LANDING.**

WHEREAS, Calhoun County desires to apply for a grant for boating improvements at Neal Landing, Blountstown, Florida; and

WHEREAS, Neal Landing is a popular residential, commercial and sportsmen’s destination in Calhoun County; and

WHEREAS, this grant will enable the County to provide better facilities for the boating public and improve the access to the Apalachicola River; and

WHEREAS, there are numerous administrative forms and applications to be signed in connection with this grant,

NOW THEREFORE, BE IT RESOLVED by the Calhoun County Board of County Commissioners that the Board does support the grant application. The Board also authorizes the Emergency Management Director of Calhoun County, Florida to apply for the grant by completing the application forms and executing required documentation with the Florida Fish and Wildlife Conservation Commission and any other agencies on behalf of Calhoun County, Florida.

DULY PASSED AND ADOPTED by the Board of County Commissioners of Calhoun County, Florida this **24th** day of **February**, 2015.

- ❖ A motion to adopt Resolution 2015-4 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.

Mr. Stanley advised the Board the project for the north end of CR69S will be advertised Wednesday, February 25, 2015 for bids to be received by March 10, 2015.

ANGIE SMITH – EMERGENCY MANAGEMENT DIRECTOR

Ms. Smith presented the Board for their approval and execution the Small County Consolidated Grant Agreement (Recycling Grant) in the amount of \$90,909.00.

- ❖ A motion to approve and execute the grant agreement in the amount of \$90,909.00 was made by Commissioner McDougald and seconded by Commissioner Jones. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

Ms. Smith asked the Board for permission to allow Amy Hall, Jody Daniels and her to attend the annual Governor’s Hurricane Conference in Orlando, Florida on May 10-15, 2015.

- ❖ A motion to allow Angie Smith, Amy Hall and Jody Daniels to attend annual Governor’s Hurricane Conference 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 5-0.

JOE WOOD – DIRECTOR OF OPERATIONS

Mr. Wood advised the Board he and Tim Jenks attended the Ritchie Brothers Auction on February 18-19, 2015 in an attempt to acquire a mechanics truck to no avail. Mr. Wood stated he spoke with Chairman Flowers and they had the idea of purchasing a cab through the State or Sheriff’s purchasing programs and possibly build a service truck for the Road Department. Mr. Wood suggested several options regarding purchasing a mechanics truck. Mr. Wood stated that through the Sheriff’s purchasing program they can purchase a truck already assembled for \$86,600.00. Mr. Wood stated the other option would be to look at purchasing a truck through the company selling hot asphalt trailers. Mr. Wood advised the Board this company will bring a truck on Thursday, February 26, 2015 for the County to see. The Board agreed by consensus to table this issue till next BOCC meeting, March 10, 2015.

Mr. Wood advised the Board Mr. Tim Jenks received quotes for replacing the tile in the Board room. Mr. Wood read the quotes aloud.

Bracewell’s Flooring	Waldron’s Tile Work
\$7,421.31 (materials and labor)	\$7,268.68 (materials and labor)

There was further discussion of possibly purchasing the tile and utilizing an inmate crew for installation. The Board agreed by consensus to **table** this issue until the next BOCC meeting, March 10, 2015.

Mr. Wood advised the Board he was contacted by Sheriff Kimbrel on behalf of Representative Gwen Graham. Mr. Wood stated Representative Graham asked for permission to use the 2nd floor of the Old

Courthouse as a monthly meeting place for citizens to come and voice their concerns and issues. Mr. Wood stated Representative Graham would come on the 2nd Tuesday of each month between the hours of 2-4 p.m. There was further discussion of an alternate location with handicap accessibility. Mr. Wood is looking for an alternate location with handicap accessibility.

CARLA A. HAND – CLERK OF COURT AND COUNTY COMPTROLLER

The Clerk presented the Board with Budget Amendment #3 reallocating expenditures between line items within General Fund – Health Department budget.

**Calhoun County
Board of County Commissioners
Budget Amendment
Fiscal Year 2014-2015**

Amendment to 2014-2015 budget, reallocating expenditures between line items within General Fund – Health Department.

**General Fund
Health Department**

Account #	Description	Original Budget	Increase	Decrease	Revised Budget
Expenditures					
01562003-64000	Equipment	\$ -	\$ 4,500	\$ -	\$ 4,500
01562003-81000	Health Department – transfer	\$ 30,000	\$ -	\$ (4,500)	\$ 25,500
	Expenditure total	\$ 30,000	\$ 4,500	\$ (4,500)	\$ 30,000

This Budget Amendment duly approved and adopted by the Calhoun County of Board of County Commissioners at their regular meeting on this 24th day of February, 2015.

- ❖ A motion to approve Budget Amendment #3 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 5-0.

ATTORNEY FUQUA

Attorney Fuqua advised the Board he reviewed the Florida Department of Transportation (FDOT) Intersection Safety Improvement Project agreement. Attorney Fuqua stated the last section in the agreement states, “any project the County does with state funds and subcontracts out, the County will require any subcontractor to E-Verify their employees.” Attorney Fuqua recommended the Board replace this line with “any subcontractor on this project will be required to E-Verify their employees during the contract period”. E-Verify is an Internet-based system that allows businesses to determine the eligibility of their employees to work in the United States.

COMMISSION TIME

COMMISSIONER MCDUGALD

Commissioner McDougald had nothing to report.

COMMISSIONER JONES

Commissioner Jones discussed several trees leaning towards the road on CR69. Mr. Wood advised Commissioner Jones to get with him regarding those trees.

COMMISSIONER SHELTON

Commissioners Shelton had nothing to report.

COMMISSIONER BROWN

Commissioner Brown had nothing to report.

CHAIRMAN FLOWERS

Chairman Flowers asked Mr. Wood if the gate at Sam Atkins Park has been installed. Mr. Wood advised the gate /automatic opener is in the process of being installed.

Chairman Flowers asked Mr. Wood the status on the Personnel policy. Mr. Wood stated he received a Personnel policy from Baker County to possibly utilize some verbiage from their policy. The Chairman reminded Mr. Wood of the April deadline for a draft to be presented to the Board.

Chairman Flowers asked the Board to execute a Memorandum of Support and Commitment for office space as a match for the Sheriff's Office Victims of Crime Act (VOCA) grant. (The office space provided to the Sheriff's Office in the old courthouse qualifies as a grant match.) The office space is located in the Historical Calhoun County Courthouse.

- ❖ Commissioner McDougald made the motion to execute the Memorandum of Support and Commitment for office space in the Historical Calhoun County Courthouse as a match for the VOCA grant. Chairman Flowers seconded the motion. The Chairman called for public comment. There was no public comment. The motion passed unanimously 5-0.

Chairman Flowers asked the Board for their approval to sign the Notice to Proceed for the Airport Entrance Road to allow C.W. Roberts Contracting, Inc. to start paving.

- ❖ A motion to sign the Notice to Proceed for the Airport Entrance Road was made by Commissioner Brown and seconded by Commissioner Jones. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

Chairman Flowers asked the Board for their approval to sign a Letter of Support for the North Florida Child Development, Inc.

- ❖ A motion to sign the Letter of Support 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.

Chairman Flowers advised the Board the Panhandle Pioneer Settlement has requested the BOCC meeting on March 24, 2015 at 6:00 p.m. be held at the Panhandle Pioneer Settlement. The Board agreed by consensus.

Chairman Flowers advised the Board the Relay for Life of Calhoun County will be held on April 10, 2014 from 6:00 p.m. - 12:01 a.m. at Sam Atkins Park.

Clerk Hand advised the Board it was reported at a recent Clerk's Conference the Board of County Commissioners (BOCC) doesn't have a website. Clerk Hand stated there is a website for the BOCC but it just doesn't have all the needed information. Clerk Hand stated she is in the process of getting the Clerk website and County website linked since the required information for the BOCC is on the Clerk's website or moving the County website to the Clerk's servers for routine updating by Clerk employees; depending upon the cost. The Clerk is to bring back information to the Board regarding the website and the cost.

There being no further business, the Chairman adjourned the meeting at 7:13 pm.



THOMAS G. FLOWERS, CHAIRMAN

ATTEST:



CARLA A. HAND, CLERK

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Calhoun County
 Board of County Commissioners
 Budget Amendment
 Fiscal Year 2014/2015


Amendment to 2014-2015 budget, reallocating expenditures between line items within General Fund - Health Department.

General Fund
Health Department

<u>account #</u>	<u>Description</u>	<u>Original Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Revised Budget</u>
Expenditures					
01562003-64000	Equipment	\$ -	\$ 4,500	\$ -	\$ 4,500
01562003-81000	Health Department -transfer	\$ 30,000	\$ -	\$ (4,500)	\$ 25,500
	Expenditure total	<u>\$ 30,000</u>	<u>\$ 4,500</u>	<u>\$ (4,500)</u>	<u>\$ 30,000</u>

This Budget Amendment duly approved and adopted by the Calhoun County Board of County Commissioners at their regular meeting on this 24th day of February 2015.

Board of County Commissioners
 Calhoun County, Florida:



 Thomas G. Flowers
 Chairman

ATTEST:



 Carla A. Hand
 Clerk to the Board of County Commissioners
 Calhoun County, Florida