

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING MINUTES
OCTOBER 27, 2015**

PRESENT AND ACTING:

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

**THAD SCOTT, DEPUTY SHERIFF
MATT FUQUA, ATTORNEY
CARLA HAND, CLERK OF COURT AND COUNTY COMPTROLLER
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 Jones 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 (3) 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 VOUCHER

❖ A motion to approve the October 13, 2015 Regular BOCC Meeting Minutes; vouchers for warrants: 1510-FPC, 1510-2GP, 1510-2GC, 1510-GC2, 1510-2RC, 1510-2LP, 1510-2LC, 1510-2EP, 1510-2EC, 1510-EP2, 1510-2SC 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. (Vouchers are available in the Clerk's Office)

PUBLIC HEARING – ORDINANCE 2015-05 (FLOODPLAIN ADMINISTRATOR)

Attorney Fuqua read Ordinance 2015-05 by title.

ORDINANCE NO. 2015-05

AN ORDINANCE AMENDING SECTION 103.1 OF CALHOUN COUNTY ORDINANCE 2013-02; PROVIDING FOR CONFLICTS, MODIFICATION, SEVERABILITY, REPEALER AND; PROVIDING FOR AN EFFECTIVE DATE THEREIN.

WHEREAS, Section 103.1 of Calhoun County Ordinance 2013-02 provides that the Floodplain Administrator shall be the County Building Official; and:

WHEREAS, the Board of County Commissioners now desires to designate the County Planner as the Floodplain Administrator.

OR BOOK 15 PAGE 499

NOW THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Calhoun County, Florida:

1. Section 103.1 of Calhoun County Ordinance 2013.02 shall be amended to read, "**103.1 Designation.** *The County Planner is designated as the Floodplain Administrator. The Floodplain Administrator may delegate performance of certain duties to other employees with the consent of the Board of County Commissioners.*"
2. Repealer Any and all ordinances in conflict herewith are hereby repealed to the extent of any conflict.
3. Conflicts All ordinances or part of the ordinances in conflict with the provision of this ordinance are hereby repealed to the extent of such conflict, except to the extent of any conflicts with any conflicting state general or special law controlling the Calhoun County, which provisions shall prevail over any parts of this ordinance which are inconsistent, either in whole or in part.
4. Modification It is the intent of the Board of County Commissioners that the provisions of this Ordinance may be modified as a result of considerations that may arise during public hearings. Such modifications shall be incorporated into the final version of the Ordinance adopted by the Board and filed by the Clerk of the Board.
5. Severability If any provisions or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.
6. Effective Date This ordinance shall take effect as provided by law.

The foregoing ordinance was adopted by a vote of 5 to 0 by the Board of County Commissioners, Calhoun County, Florida, after due notice and publication and on motion, second and discussion at the regular meeting of October 27, 2015.

- ❖ A motion to approve Ordinance 2015-05 the Floodplain Administrator was made 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.

BOBBY ANDERS – ISSUE WITH TEENY TINY LEAGUE

Mr. Anders expressed concerns to the Board with the Teeny Tiny League. Mr. Anders asked the Board to be placed on the agenda for the next Board meeting on Monday, November 9, 2015.

VICTORIA ROLLINS – TEEN MS. RIVER CITY – RIVER CLEAN-UP

Ms. Rollins thanked the following people who assisted with the 1st Annual Chipola River cleanup on Saturday, September 26, 2015: Sheriff Glenn Kimbrel, Captain Emory Godwin, Deputy Fred Tanner and Commissioner Lee Shelton. Ms. Rollins stated "Keep Calhoun County Beautiful" supplied garbage bags and a total of five (5) bags of garbage were collected during the cleanup. Ms. Rollins also thanked Ms. Judy Ludlow, County Extension Office, for supplying canoes, paddles and life vests.

DEBBIE BELCHER – COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION

Ms. Belcher advised the Board that the Calhoun County CDBG application was submitted this year for the Federal Fiscal Year 2014 cycle but missed the funding by only three (3) points. There were no errors and no additional points that could have been received for the project. Ms. Belcher stated the next CDBG application cycle is expected to open in January 2016 and end around March 9, 2016. Ms. Belcher stated the County could apply for essentially the same grant, or another project, and there has to be public participation before the project can be selected. One advantage to keeping the next grant

application mostly the same as the last one is that the engineering design is already done; which receives 100 points in the application score. Ms. Belcher advised the Board that if they want to apply again, they would need to advertise for grant application, administration and engineering services, although engineering services would not be required for a housing grant. Ms. Belcher stated the County might be able to solicit for two (2) fiscal years, based on the approval from HUD. She also said the County may include multiple projects and grants, as long as services are ranked separately for each project. Mr. Stanley advised the Board that Preble-Rish’s ongoing engineering consulting contract has expired and it would be good to have a contract that doesn’t expire with the grant cycle. Ms. Belcher stated the County could include continuing engineering services in the RFP if the Board desires. Ms. Belcher stated CDBG requires services to be specifically procured for each grant if the grant will pay for the services. However, it would be less expensive and time-consuming to include multiple services in one solicitation.

- ❖ A motion to advertise for CDBG application, administration and engineering services and ongoing engineering consulting services (Non CDBG) 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 of the following:

- The South Taxiway Development Project is underway and going well.
- The Airport Entrance Road project is 75% complete and the IDA Board is waiting to receive lighting quotes.
- The Catalyst Site/Industrial Park Water Improvement project has been completed. The contractor did a good job with the tank repairs.
- The insurance claim for the tornado damage which occurred on October 13, 2014 has been approved and payment has been received.

Mr. Fleck asked the Board to assist with clearing the drainage ditch between the Recycling Center and the Calhoun County Airport. The Board agreed by consensus to allow the clearing of the drainage ditch.

Mr. Fleck stated all lease payments are current; there are four (4) names on a waiting list for a hangar and Cash Carry Forward for 2015-2016 is in excess of \$100,000.

BID OPENINGS

WEATHERIZATION BIDS

Mr. Clemons opened and read aloud the Weatherization bids:

Client Name	Gulf Coast Home Solutions, LLC
K. Robinson	\$6,560.00
A. Garver	\$4,720.00

- ❖ A motion to award the projects to the sole bidder contingent upon coming within budget 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.

DONALD STANLEY – PREBLE-RISH – COUNTY ENGINEER

Mr. Stanley gave the Board an update on County projects:

1. CR 69S Phase II – The contractor is currently working on punch list items. Mr. Stanley presented the Board with Change Order #5 from C.W. Roberts Contracting, Inc. for an increase of 45 calendar days.
 - ❖ A motion to accept Change Order #5 to increase the contract for an additional 45 calendar days 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.
2. Catalyst Site/Industrial Park Water Improvements – The contractor is currently working on punch list items. There are 41 days remaining on the contract.

Mr. Stanley presented the Board with a handout of all ongoing FEMA DR 4177 projects. Mr. Stanley stated several of the projects are almost complete. Mr. Stanley advised the Board an additional six (6) FEMA DR 4177 projects will be advertised and bids opened during the Board meeting on November 24, 2015.

Mr. Stanley advised the Board the Walter Potts project will be advertised for bids to be opened during the next Board meeting, November 9, 2015. Mr. Stanley asked the Board for direction regarding limiting the road closure to 45 days and applying liquidated damages at the maximum road closure time. Attorney Fuqua suggested adding verbiage to the contract to state “if they don’t achieve substantial completion within 45 days from commencement they will be subject to liquidated damages.”

Mr. Stanley advised the Board the road repairs for Highway 392 have been advertised for bids to be opened during the next Board meeting, November 9, 2015.

ANGIE SMITH – EMERGENCY MANAGEMENT DIRECTOR

Ms. Smith presented to the Board for approval and execution a 90 day time extension for the Department of Homeland Security (DHS) Grant Agreement. Ms. Smith stated the new completion date is March 31, 2016.

- ❖ A motion to approve and execute the DHS Grant Agreement 90 day time extension 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.

JOE WOOD – DIRECTOR OF OPERATIONS

Mr. Wood advised the Board Jerry Guilford, Building Official, had an item to bring before the Board for their consideration.

Mr. Guilford advised the Board he has inspected the new Altha High School on several occasions and asked if the County wants to be compensated for inspection services. Mr. Guilford suggested billing the School Board \$70.00 per inspection retroactive to the start of construction. There was further discussion of how the School Board would fund this expenditure. Commissioner Brown suggested tabling this issue to investigate further. The Board agreed by consensus to table the issue to allow Commissioner Brown to investigate further and bring back before the Board at a later date.

Mr. Wood asked the Board on behalf of Cissy Barfield to take the Teen Court to the Supreme Court and Capital in Tallahassee. Mr. Wood stated Ms. Barfield is asking for permission to utilize the County credit card for the meal expenditures to be paid from Teen Court funds.

- ❖ A motion to allow the County's credit card to be utilized 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.

Mr. Wood advised the Board the NRCS drainage project on Grey Road was completed last Friday. Mr. Wood asked the Board for their permission to pay the concrete invoice from Griffin Sand and Concrete Co, Inc. for approximately \$8,000. Mr. Wood further explained Griffin Sand and Concrete is the only local provider and asked the Board to make exception to the procurement policy requiring three quotes.

- ❖ A motion to pay the invoice from Griffin Sand and Concrete Co, Inc. for the NRCS drainage project 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.

Mr. Wood advised the Board Griffin Sign installed two (2) solar panels on Highway 274 as the energy source for the flashing sign. (Commissioner McDougald is charging the batteries.)

CARLA A. HAND – CLERK OF COURT AND COUNTY COMPTROLLER

The Clerk asked the Board permission to destroy Board documents as listed by the Clerk of Court, which have met the records retention time requirement. (Boxes #238, #310, #335, #336, #338, #458, #459, #489)

- ❖ A motion to give the Clerk permission to destroy Board documents 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.

The Clerk asked the Board for their permission to pay Fairpoint invoices which are due prior to the next Board meeting on November 9, 2015.

- ❖ A motion to pay Fairpoint invoices prior to the next Board meeting 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.

The Clerk presented to the Board for approval and execution Resolution 2015-34 regarding the Cafeteria Plan, retroactive to October 1, 2015.

RESOLUTION 2015-34

The undersigned authorized representative of Calhoun County Board of County Commission (the Employer) hereby certifies that the following resolutions were duly adopted by the Employer on October 27, 2015, and that such resolutions have not been modified or rescinded as of the date hereof:

RESOLVED, that the form of Cafeteria Plan including a Health Flexible Spending Account effective October 1, 2015, presented to this meeting is hereby approved and adopted and that an authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

The undersigned further certifies that attached hereto as Exhibits A and B, respectively, are true copies of Calhoun County Board of County Commission Flexible Benefits Plan, and the Summary Plan Description approved and adopted in the foregoing resolutions.

- ❖ A motion to approve and execute Resolution 2015-34 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.

The Clerk asked the Board to appoint a representative to Opportunity Florida and asked the Board if they would like to reappoint Vicki Montford.

- ❖ A motion to reappoint Vicki Montford as the Opportunity Florida representative 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.

The Clerk advised the Board Calhoun County Sheriff's Office is asking for approval of Crime Prevention Fund expenditures for radio announcements during Blountstown football games in that amount of \$500.

- ❖ A motion to approve for payment the Crime Prevention Fund invoice 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.

The Clerk presented to the Board for approval a letter of support to the USDA Agriculture Department (Marianna Service Center) on behalf of the Calhoun-Liberty Hospital for the proposed equipment purchase. The Clerk stated the letter of support was amended to meet USDA's requirement.

- ❖ A motion to approve a letter of support to USDA 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.

ATTORNEY FUQUA

Attorney Fuqua opened the discussion of the rumored rock concert in Southern Calhoun County. Mr. Wood advised the Board the concert promoter told Captain Godwin and Mr. Wood he was cancelling the concert. Attorney Fuqua stated the concert is no longer being promoted on Face Book.

COMMISSION TIME

COMMISSIONER MCDUGALD

Commissioner McDougald had nothing to report.

COMMISSIONER JONES

Commissioner Jones thanked the citizens who sent postcards out regarding "fracking" in Calhoun County. Commissioner Jones stated it is good to see citizens concerned about their county.

COMMISSIONER BROWN

Commissioner Brown stated he has received several phone calls regarding the Board's Personnel Policy. There was further discussion of some of the issues with the Personnel Policy. Commissioner Brown asked the Board to have a meeting with all Department Heads and any employees who have any concerns. Attorney Fuqua suggested having an anonymous box for employees to place concerns/issues. The Board agreed by consensus for Mr. Wood to schedule two (2) meetings for employees to discuss

their concerns regarding the new personnel policy. The Attorney, Commissioner Brown, and Mr. Wood are to attend the meetings.

COMMISSIONER SHELTON

Commissioner Shelton had nothing to report.

CHAIRMAN FLOWERS

Chairman Flowers asked the Board permission to pay the Opportunity Florida invoice in the amount of \$1,462.50 for the 2015-2016 annual membership fees.

- ❖ A motion to pay the Opportunity Florida invoice 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.

Chairman Flowers 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 Brown. 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 permission to execute the Memorandum of Agreement (MOA) with the Department of Economic Opportunity. The purpose of the MOA is to document the terms and conditions of the implementation of the Rural Area of Opportunity (RAO), formerly the Rural Area of Critical Economic Concern (RACEC) designation.

- ❖ A motion to execute the MOA with the Department of Economic Opportunity 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.

Chairman Flowers asked the Board if they will change any of the meeting dates in November and December due to holidays. The Board agreed by consensus to keep the Board meetings as regularly scheduled.

Chairman Flowers asked the Board for their suggestions as to when the Department Heads should attend a Board meeting. Commissioner Jones suggested all Department Heads (Department Heads not to appoint a representative for their replacement at the meeting) attend the next Board meeting, November 9, 2015. The Board agreed by consensus all Department Heads should attend the next Board meeting.

Chairman Flowers reminded the Board the Calhoun County Sheriff Department has a haunted house, there is a "Boo Bash" at the Pioneer Settlement and the Kinard Carnival is this weekend. Chairman Flowers stated there will be lots of children out this weekend.

Mr. Wood asked the Board for their consideration of presenting Calhoun County employees with a gift certificate to Piggly Wiggly in the same amount given last year for Christmas. (\$75 per employee)

- ❖ A motion to present Calhoun County employees with a \$75 Piggly Wiggly gift certificate was made by Commissioner Jones 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. Wood asked the Board for their direction regarding the Calhoun County employees' Christmas Party. There was further discussion as to when and where to hold the Christmas Party. Mr. Wood advised the Board he would poll the County employees to get ideas and come back before the Board. The Board agreed by consensus.

Chairman Flowers directed Mr. Wood to further investigate removal of the asbestos at the old Calhoun County Jail.

Chairman Flowers directed Mr. Stanley to keep the Board informed of asphalt prices as paving bids are received.

Chairman Flowers asked the Clerk to make contact with Ms. Attaway at Calhoun-Liberty Hospital to inquire if the Ambulance Financial Report will be ready to present at the Board meeting on November 24, 2015.

There being no further business, the Chairman adjourned the meeting at 7:30 pm.



THOMAS G. FLOWERS, CHAIRMAN

ATTEST:


CARLA A. HAND, CLERK