

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR MEETING MINUTES  
JULY 26, 2016**

**PRESENT AND ACTING:**

**MARION "LEE LEE" BROWN, CHAIRMAN  
WOODROW "LEE" SHELTON, VICE-CHAIRMAN  
DARRELL MCDUGALD  
DENNIS JONES**

**MATT FUQUA, ATTORNEY  
CARLA HAND, CLERK OF COURT AND COUNTY COMPTROLLER  
JOE WOOD, DIRECTOR OF OPERATIONS  
ANGIE SMITH, EMERGENCY MANAGEMENT DIRECTOR  
SARAH WILLIAMS, CLERK ADMINISTRATIVE ASSISTANT  
TAD SCOTT, DEPUTY SHERIFF**

The meeting held in the Regular Meeting room was called to order by Chairman Brown at 6:05 p.m., CT. Chairman Brown led the Prayer and Pledge of Allegiance to the Flag.

Chairman Brown reminded everyone to silence their cell phones and reminded those on the agenda they will have three (3) minutes to speak on their topic.

**APPROVAL OF VOUCHER**

- ❖ A motion to approve the minutes and vouchers as published on the agenda (July 12, 2016 Regular Meeting Minutes, July 12, 2016 Planning Commission Meeting Minutes; vouchers for warrants: accounts payable warrants – 1607-VIS, 1607VIS, 1607-2G, 1607-2RD, 1607-2L, 1607-2E; payroll warrants – PR16-B12, PR071416) was made by Commissioner Jones and seconded by Commissioner McDougald. The motion passed unanimously 4-0. (Vouchers are available in the Clerk's Office.)

**JOHN KERSY – COMPLAINT OF BEING BARRED FROM SENIOR CITIZEN CENTER**

Mr. Kersy addressed the Board of his recent issue of being barred from the Senior Citizen Center after a report of an alleged incident of threatening an employee at the Blountstown Library. Mr. Kersy stated he has not been barred from the library, and said Mrs. Rita and the head of security at the library do not believe he said anything threatening. Chairman Brown stated the Senior Citizen Center is an individual entity and the Board does not have any authority over the Center. Chairman Brown suggested Mr. Kersy take his matter up with the Sheriff Department.

**BECKY SMITH – ERROR AND INSOLVENCIES REPORT**

Ms. Smith reported the Tax Collector's Office has balanced their 2015 Tax Roll, and she requested the Board's signatures on the Error and Insolvencies Report.

- ❖ Commissioner McDougald made a motion to approve the Error and Insolvencies Report. Commissioner Jones seconded the motion. The motion passed unanimously 4-0.

### **LINDA WILLIAMS – FRACKING**

Ms. Williams presented the Board with a handout on the definition of hydraulic fracturing. She stated her retirement savings is invested in oil company stock and she has no bias against the industry. Ms. Williams stated she supports a fracking ban, and her concern is with aquifer contamination from fracking activities. She suggested there be 15 water testing sites throughout the county to be tested quarterly by an independent laboratory, paid for by Cholla Petroleum, and an agreement in writing by Cholla Petroleum to clean up any contaminations at their expense and make restitution for any resultant injuries that could possibly occur due to the drilling.

### **FRANK SNOWDEN – COUNTY PLANNER- NATIONAL FLOOD INSURANCE PROGRAM**

Mr. Snowden stated in May the county had a visit from the State Flood Plain Management Office to assess the county's eligibility to join the Community Rating System (CRS). They found our Development Plan and Enforcement were deficient, but overall the report was not unfavorable. The State Flood Plain Office found three (3) things they would like to see corrected before the county is eligible to join the CRS program, and gave the deadline of August 29<sup>th</sup>. Mr. Snowden stated the first violation was a home which was elevated on the Chipola River without, to his knowledge, an elevation certificate or building permit. He called the construction company and they said they believe they have the certificates. On another house a porch was enclosed to add an addition to the house without a building permit or elevation certificate. The third was a deck in the Scotts Ferry area, but Mr. Snowden stated he has questions whether it is actually a violation. Mr. Snowden stated he invited a representative of the State Flood Plain Management Office to attend tonight's meeting, but they did not come. The State Flood Plain Management Office would like to have a meeting around the 10<sup>th</sup> or 12<sup>th</sup> of August. Mr. Snowden stated he would like to see the meeting held as a workshop for all the Commissioners to attend. The County has 83 flood insurance policies equaling \$65,000 in premiums paid. The most money the County would be able to save with the CRS Program is \$2,000 - 3,000 a year, and the program would be a lot of work. Gulf County saves \$100,000 county wide, and they have two (2) staff members who help manage their CRS Program, and one is almost full-time CRS. If Calhoun County gets into the program, we may not be able to get out. There was further discussion about the CRS Program.

### **JAMES HEITZENRATER – CALHOUN LIBERTY HOSPITAL ADMINISTRATOR – AMBULANCE SERVICE**

Mr. Heitzenrater stated the hospital had their monthly Board Meeting last night and had discussion about the Ambulance Service. Mr. Heitzenrater proposed the hospital continue to run the Emergency Medical Service (EMS), and enter into a contract with the County for 24 months for \$240,000 per year. He stated he has not filled the EMS Director position because it has not been known who will be managing the Ambulance Service. He would like to move forward so a permanent manager can be hired. Commissioner Shelton asked if the hospital would be willing to show any financials. Mr. Heitzenrater stated he would like to propose a quarterly report to the Board moving forward, or however the Board would like to do things. He stated he would not give a report on individual salaries, only on the general expenditures and money collected. Commissioner Shelton stated the Board has seen the budget the hospital has brought, but he would like to see all the line items on money spent and received. Mr. Heitzenrater stated the Hospital Board would not do that, they would show a generalized summary to

show where money is being spent. Commissioner Shelton stated he would like to see invoices, bills, and staff salaries to assure the Board where the citizen's money is being spent. Mr. Heitzenrater stated the Hospital Board would not be giving out information on an individual employee's salary, only a report on the finances of the ambulance service. Commissioner Shelton asked why the Hospital Board would not give the County this information, what is there to hide. Mr. Heitzenrater replied there is nothing to hide, they are not a public entity running the hospital, and they can justify where they are spending the \$240,000 from the county showing total salaries paid, but not individual salaries. There was further discussion on the ambulance service. Commissioner Jones remarked he has no problem with the hospital, but does not agree on a 24-month contract. He stated there is one Commissioner missing tonight, and would rather Commissioner Flowers be in attendance when the decision is made. Commissioner Jones stated he agrees with Commissioner Shelton, and would like to know exactly how the citizens of Calhoun County's money is being used. Chairman Brown stated he has spoken with Liberty County's ambulance service director and they put in about \$220,000 per year for one ambulance. He stated he has also talked with other county clerks and after hearing some of their figures he believes \$240,000 and quarterly reports from the hospital would be a good deal for the county. There was further discussion about the future of EMS. Commissioner McDougald stated he thinks the hospital and ambulance service are well organized and has a Board of Directors with reputable members of the County. He stated he has talked to different Commissioners from all over the state, and they have all told him not to get into the ambulance business. Commissioner McDougald stated he believes the money the County subsidizes EMS for is a good deal. Chairman Brown stated he has been told much the same by Commissioners he has spoken with, but there are questions that cannot be answered tonight. Commissioner Shelton stated the Board must do what is right for the citizens of the County. When they come to the Board with questions, the Board should be able to answer those questions. There was further discussion about the ambulance service. Mr. Heitzenrater stated some changes have been made since he has been here, and one thing he has put in place is a system for more oversight with purchasing to create more checks and balances to prevent what happened before. If the Commissioners do not want to sign a new contract he will have to go back to the Hospital Board, and he is not sure what they will decide to do. Mr. Heitzenrater stated he sent a letter last month to the Commissioners to outline the steps required if the County took over operating the ambulance service. There was further discussion about the ambulance service. Commissioner Jones stated he has nothing against the hospital, but unless he can see where the County's money is going he will vote no to a two (2) year contract. Commissioner Shelton stated he agreed with Commissioner Jones as well. Commissioner McDougald asked if Mr. Heitzenrater could sit down with the Commissioners individually and answer some questions. Mr. Heitzenrater stated he could do that. There was further discussion about the financials of the ambulance service. Mr. Heitzenrater stated the Hospital Board needs an answer from the County as soon as possible, they would like to resolve the issue before the end of the month.

**BOBBY SULLIVAN – ROAD ISSUE ON TWIN PONDS ROAD, DISTRICT 3**

Mr. Sullivan reported to the Board his road (Twin Ponds Road) is in poor shape. The road is maintained by Jackson County, and when contacted they stated the road is graded every two (2) weeks, some months eight (8) or ten (10) times, which Mr. Sullivan stated is false. The road is a one lane road most of the time, and over the last twelve (12) months he has lost 18 vertical inches of road base. Mr. Sullivan asked the Board if the County could take the road back since Jackson County is not maintaining the road properly. He has to personally haul a skidder and grader to his property to fix the road every two (2)

weeks so his family can get to their property. Mr. Joe Wood stated Mr. Sullivan has a legitimate complaint. Mr. Wood explained Calhoun County has an agreement with Jackson County to maintain one of the border roads of the two counties, and they maintain the other. Mr. Wood stated he and Mr. Sullivan could get on the agenda for the Jackson County Board of County Commissioners meeting to discuss the maintenance and condition of Twin Ponds Road. Chairman Brown stated for him to talk to Jackson County, and if they do not help him to come back. There was further discussion on the road department in Jackson County. Commissioner Shelton advised Mr. Wood and Mr. Sullivan to take a picture of the Jackson County road Calhoun County maintains, and a picture of Mr. Sullivan's road which is maintained by Jackson County, and show them the difference in the condition of the roads. Attorney Fuqua stated he believes Eric Hill would be the Jackson County Commissioner Mr. Sullivan should talk to first. Chairman Brown stated if Mr. Sullivan cannot get his issue resolved to come back before the Board.

Chairman Brown called for a brief recess.

**KEVIN JACKSON**

Mr. Jackson was not present at the meeting.

**SANDY KELLY – SHIP BID OPENINGS**

Ms. Kelly stated the final approved State Housing Initiatives Partnership (SHIP) Local Housing Assistance Plan (LHAP) agreement has been received. She gave the Commissioners a handout outlining some of the changes which have been made. Ms. Kelly stated the County should receive the 2016-2017 funds in the next few weeks, and then she will advertise in The County Record. Commissioner Jones inquired about the deferred loan payment agreement that is now required on all SHIP jobs. Ms. Kelly explained the requirement is the recapture of monies expended on a home if someone moves or sells their property within five (5) years of the repair. They must pay back 20% of the project cost for each year they are not living in the residence. The requirement was not previously required on emergency repairs, but now it applies to all repairs.

**SHIP BID OPENINGS**

Attorney Fuqua opened and read aloud the SHIP bids:

<b>Client Names</b>	<b>County Estimate</b>	<b>Gulf Coast Home Solutions, LLC</b>	<b>Chariot Construction</b>	<b>H &amp; O Home Improvements</b>
Randy Young	<b>\$14,995.00</b> 20% Cap \$2,999.00 \$17,994.00	\$15,425.00	\$18,200.00	_____
Theresa Perrett	<b>\$23,500.00</b> 20% Cap \$4,700.00 \$28,200.00	\$24,650.00	\$22,500.00	_____

Latoya Lee	<b>\$23,175.00</b> 20% Cap \$4,635.00 \$27,810.00	\$24,875.00	\$24,800.00	\$22,700.00
Annette Bontrager	<b>\$9,500.00</b> 20% Cap \$1,900.00 \$11,400.00	\$10,750.00	\$9,500.00	\$10,300.00

Attorney Fuqua had a question as to where H&O Home Improvements, LLC is located. Ms. Kelly stated they are based in Calhoun County. Attorney Fuqua stated there are different addresses listed on the paperwork included, but all the licenses and insurance were up to date.

- ❖ A motion to award each SHIP project to the apparent low bidder was made by Commissioner Shelton. The motion was seconded by Commissioner Jones. The motion passed unanimously 4-0.

**BOB FLECK – IDA BOARD CHAIRMAN**

Mr. Fleck stated the airport had their final inspection this morning on the taxiway construction work. There are still some minor corrections to be made, but the taxiway is open.

Mr. Fleck presented the Board with Resolution 2016-15.

**RESOLUTION 2016-15**

**BOARD OF COUNTY COMMISSIONERS**

**CALHOUN COUNTY, FLORIDA**

A RESOLUTION AUTHORIZING THE CALHOUN COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY (IDA) CHAIRMAN TO COORDINATE WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) TO CHANGE THE PROJECT NAME FOR FDOT NUMBER 4222987 FROM:

“Construct Runway 18-36 South Extension”

TO:

“Construct North Taxiway Extension”

AND REVISE THE PROJECT DESCRIPTION AND JUSTIFICATION ACCORDINGLY.

WHEREAS, Calhoun County owns and operates the Calhoun County Airport which serves the Calhoun County regional area.

NOW, THEREFORE, BE IT RESOLVED BY THE CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS, THAT THE WORK SPECIFIED IN THE REVISED PROJECT NAME AND DESCRIPTIONS IS SANCTIONED AND THE CALHOUN COUNTY IDA CHAIRMAN IS HEREBY AUTHORIZED TO COORDINATE THE JOINT PARTICIPATION AGREEMENT WITH THE FDOT AND PROVIDE THE AGREEMENT TO THE CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS FOR SIGNATURE.

This Resolution adopted in open regular meeting of the Calhoun County Board of County Commissioners this 26th day of July, 2016.

- ❖ A motion was made by Commissioner McDougald to accept Resolution 2016-15. The motion was seconded by Commissioner Jones. The motion passed unanimously 4-0.

Mr. Fleck stated Skydive Panama City, LLC has been a tenant of the airport for five (5) years. They originally started with one (1) four (4) person parachutist airplane, but are now expanding and are in the process of purchasing a bigger plane that will accommodate sixteen (16) parachutists at a time. Mr. Fleck stated he brought Mr. Anthony Antonivich, the president and owner of Skydive Panama City, to the meeting tonight. Attorney Fuqua stated Skydive Panama City will be financing the airplane, and the financing company would like executed a waiver of landlord's lien so if the company fails to pay for the aircraft they can seize it and will take precedence over any other lien over the aircraft. Attorney Fuqua stated he has looked over the waiver and landlord's lien and recommends the Board approve the document.

- ❖ A motion was made by Commissioner McDougald to approve the waiver of landlord's lien. The motion was seconded by Commissioner Jones. The motion passed unanimously 4-0.

Mr. Fleck reported the airport continues to have some tree issues on the north end of the airport runway. There was an inspection June 30<sup>th</sup> from the Florida Department of Aviation, and the license was not renewed but was extended. There will be another inspection on September 30<sup>th</sup>. The problem is trees in the approach at the north end of the runway are too tall for approaching aircraft to land properly. There are several different options the IDA Board has looked at to resolve the issue. They can displace the threshold of the runway, but over time as the trees continue to grow taller, and the threshold has to be continually displaced, there will be an eventual loss of 1,000 feet or more of runway. Another possibility is to negotiate with the property owner each time there is an issue with the slope ratio, but it would be a constant negotiation each year. Another option is to buy the 20 acres and clear cut the trees so there will no longer be an issue. Lastly, some type of legal action can be pursued such as zoning or eminent domain. Commissioner McDougald asked if the property is for sale. Mr. Fleck responded it is, for a price. The last time the IDA Board discussed the issue with the property owner he wanted \$10,000 per tree. Commissioner Shelton asked what the consensus of the IDA Board was at their meeting last night on the issue. He received a call from one of the pilots who is concerned, and Commissioner Shelton heard the north runway is shut down. Mr. Fleck stated the north runway is closed for landing only, but can be used for take-off. Mr. Fleck stated he cannot speak for the Board, he wanted to outline tonight for the Commissioners the different actions which could possibly be taken. He stated there will be a vote on the issue, but he cannot speak for what the IDA Board will decide to do. Commissioner Shelton stated he thought there was an ordinance in place for this kind of issue. Attorney Fuqua stated he has looked over the ordinance and his concern is since the ordinance was adopted there has been many changes in property owner's rights, and feels the ordinance could be viewed as taking someone's property without compensation to the property owner. He contacted another attorney who has dealt with eminent domain with the city of Tampa and in the private sector, and he directed him to an aviation easement. The aviation easement does not take ground property, but gives an easement for the airspace. If the easement cannot be worked out individually it can be done through eminent domain. The aviation

easement will not be as expensive as buying the actual property, and would be his personal recommendation to resolve the issue. It will be the safest, least expensive, way to protect the county from liability. Commissioner McDougald stated he does not like to use eminent domain, and prefers to work out issues without legal action. There was further discussion about the tree issue. Commissioner Shelton asked if Mr. Fleck would have more information on the issue after their next IDA Board Meeting. Mr. Fleck stated he would report any progress after their meeting next month.

**TIMBER SALE BID OPENINGS**

Attorney Fuqua opened and read aloud the Timber Sale bids.

Company	Pine Pulpwood Tree length	Pine Pulpwood Double Bunk	No Butt 5 inch	Small Saw Timber	Pine Saw Timber 14-8
Betts Forestry Services, LLC	\$13 per ton	\$13 per ton	\$20.50 per ton	\$20.50 per ton	\$27.00 per ton
Canal Wood, LLC	\$11.50 per ton	\$11.50 per ton	\$21.00 per ton	—	\$30.00 per ton

Mr. Fleck requested some time to look over the bids before making a recommendation to the Board.

**DONALD STANLEY - FEMA BID OPENINGS**

Mr. Stanley opened and read aloud the FEMA bids. Mr. Stanley stated two (2) companies submitted bids on DR 4177 PW #243 Toole, Lakeside, Creel, Flanders, Lakeview, Hillside Terrace, and Willow Bend Roads, but he has issued an addendum extending the bid to the next Board of County Commissioner’s meeting because the County has self-performed some work on the project. The bids will be returned unopened to the contractors.

<b>DR 4177 PW #293 Matthew Wood, SA Bryant, Myers Dairy, and Jehue Landing Roads</b>	
<b>Contractor</b>	<b>Total Base Bid</b>
Duggar Excavating Inc.	\$237,620.00
North Florida Construction, Inc.	\$163,965.88
C.W. Roberts Contracting, Inc.	\$197,105.20
Roberts and Roberts, Inc.	\$166,760.66
BKW, Inc.	\$166,645.81

<b>DR 4177 PW #301 Hanna Tower Road West</b>	
<b>Contractor</b>	<b>Total Base Bid</b>
Duggar Excavating Inc.	\$155,947.56
North Florida Construction, Inc.	\$112,309.50
C.W. Roberts Contracting, Inc.	\$112,425.37
Roberts and Roberts, Inc.	\$123,402.85
I-C Contractors, Inc.	\$161,397.60
Graham County Land Company, LLC	\$135,263.95

BKW, Inc.	\$111,145.90
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<b>DR 4177 PW #305 Troy McCroan Road</b>	
<b>Contractor</b>	<b>Total Base Bid</b>
North Florida Construction, Inc.	\$53,111.45
C.W. Roberts Contracting, Inc.	\$54,238.48
Eubanks Services, LLC	\$79,168.00
Roberts and Roberts, Inc.	\$58,983.60
Bell Foundation Company, LLC	\$64,744.79
BKW, Inc.	\$53,196.05

<b>DR 4177 PW #309 Shorty Segers Road</b>	
<b>Contractor</b>	<b>Total Base Bid</b>
Duggar Excavating Inc.	\$199,424.94
North Florida Construction, Inc.	\$148,257.25
C.W. Roberts Contracting, Inc.	\$156,130.63
Roberts and Roberts, Inc.	\$158,750.55
I-C Contractors, Inc.	\$106,470.28
Graham County Land Company, LLC	\$167,557.84
BKW, Inc.	\$145,238.25

<b>DR 4177 PW #318 McClellan Farm Road</b>	
<b>Contractor</b>	<b>Total Base Bid</b>
North Florida Construction	\$244,888.10
C.W. Roberts Contracting, Inc.	\$288,812.86
Roberts and Roberts, Inc.	\$240,492.40
I-C Contractors, Inc.	\$312,368.32
BKW, Inc.	\$254,233.70

<b>DR 4177 PW #319 Clayton Shiver Road</b>	
<b>Contractor</b>	<b>Total Base Bid</b>
North Florida Construction	\$129,521.25
C.W. Roberts Contracting, Inc.	\$153,451.65
Roberts and Roberts, Inc.	\$125,195.40
I-C Contractors, Inc.	\$164,011.78
BKW, Inc.	\$138,573.55

<b>DR 4177 PW #322 Pole Road</b>	
<b>Contractor</b>	<b>Total Base Bid</b>
North Florida Construction, Inc.	\$246,226.20
C.W. Roberts Contracting, Inc.	\$294,470.58
Roberts and Roberts, Inc.	\$256,413.65
Graham County Land Company, LLC	\$293,285.14
BKW, Inc.	\$255,248.70



<b>DR 4177 PW #339 County Road 1</b>	
<b>Contractor</b>	<b>Total Base Bid</b>
North Florida Construction, Inc.	\$538,440.45
C.W. Roberts Contracting, Inc.	\$671,573.60
Roberts and Roberts, Inc.	\$548,295.60
I-C Contractors, Inc.	\$724,327.13
BKW, Inc.	\$512,824.18

<b>DR 4177 PW #340 County Road 12</b>	
<b>Contractor</b>	<b>Total Base Bid</b>
North Florida Construction, Inc.	\$456,312.01
C.W. Roberts Contracting, Inc.	\$524,015.44
Roberts and Roberts, Inc.	\$412,454.15
I-C Contractors, Inc.	\$567,228.20
Graham County Land Company, LLC	\$471,015.38
BKW, Inc.	\$412,062.18

<b>DR 4177 PW #341 CJ Roberts, Charlie Skipper, Charlie Wood, Eddie Faircloth, Hill Brogden, O'Neal, and Woodrow Smith Roads</b>	
<b>Contractor</b>	<b>Total Base Bid</b>
North Florida Construction, Inc.	\$76,924.38
Roberts and Roberts, Inc.	\$72,013.76
Bell Foundation Company, LLC	\$109,670.33
BKW, Inc.	\$68,838.25

<b>DR 4177 PW #397 Silas Green Road</b>	
<b>Contractor</b>	<b>Total Base Bid</b>
Duggar Excavating Inc.	\$96,829.25
North Florida Construction, Inc.	\$65,237.83
C.W. Roberts Contracting, Inc.	\$73,932.41
Eubanks Services, LLC	\$92,444.59
Roberts and Roberts, Inc.	\$69,173.65
I-C Contractors, Inc.	\$100,238.25
Bell Foundation Company, LLC	\$83,246.35
BKW, Inc.	\$68,633.95

Mr. Stanley requested the Board allow him to look over all the bids to make sure everything was in order and award bids at the next Board of County Commissioner's meeting.

**BOB FLECK – IDA BOARD CHAIRMAN**

Mr. Fleck recommended to the Board to accept Betts Forestry Services, LLC timber sale bid.

- ❖ Commissioner McDougald made a motion to accept Betts Forestry Services, LLC bid. The motion was seconded by Chairman Brown. The motion passed unanimously 4-0.

**DONALD STANLEY, DEWBERRY ENGINEERS, INC./PREBLE-RISH – COUNTY ENGINEER**

Mr. Stanley presented the Board with a handout of all ongoing FEMA DR 4177 projects. He stated all contractors are actively working and several jobs have been completed.

Mr. Stanley stated he has three (3) sealed pole barn quotes requested by Commissioner Jones for Clay Mary Park. Mr. Stanley opened and read aloud the bids.

<b>Company Name</b>	<b>Bid Amount</b>
Panhandle Salvage	\$10,400.00
North Florida Construction, Inc.	\$10,756.00
Better Built Barns	\$9,975.00

- ❖ A motion was made by Commissioner Jones to accept the apparent low bidder. The motion was seconded by Chairman Brown. There was no public comment. The motion passed unanimously 4-0.

**ANGIE SMITH – EMERGENCY MANAGEMENT DIRECTOR**

Ms. Smith presented to the Board for approval and execution the Florida Department of Transportation (FDOT) Small County Road Assistance Program (SCRAP) Grant Agreement for the River Street resurfacing project from Neal Boat Landing to State Road 20 West for \$1,252,432.

- ❖ A motion was made by Commissioner Jones to accept the grant agreement. The motion was seconded by Chairman Brown. The motion passed unanimously 4-0.

Ms. Smith presented to the Board for approval and execution Resolution 2016-17 for the SCRAP River Street Project authorizing the Chairman to enter and execute the Grant Agreement.

**RESOLUTION OF CALHOUN COUNTY, FLORIDA  
RESOLUTION NO. 2016-17**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA, AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS TO EXECUTE AND ENTER INTO THE “STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION SMALL COUNTY ROAD ASSISTANCE PROGRAM AGREEMENT”.**

**WHEREAS**, Calhoun County, Florida, has requested the State of Florida, Department of Transportation, for financial assistance for costs directly related to the resurfacing or reconstruction of SE River Street from Neal Boat Landing to State Road 20 West; and,

**WHEREAS**, the State of Florida, Department of Transportation, has agreed to participate in the design, construction, construction engineering, and inspection services up to the amount of One

Million Two Hundred Fifty-Two Thousand Four Hundred Thirty-Two Dollars (\$1,252,432.00); and,

**WHEREAS**, the “State of Florida, Department of Transportation, Small County Road Assistance Program Agreement” requires that a Resolution be passed by the Board of County Commissioners of Calhoun County, Florida authorizing the Chairman of the Board of County Commissioners of Calhoun County, Florida, to execute and enter into the “State of Florida, Department of Transportation, Small County Road Assistance Program Agreement”, attached hereto.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Calhoun County, Florida, as follows:

1. The Chairman of the Board of County Commissioners of Calhoun County, Florida, is authorized to enter into and execute the “State of Florida, Department of Transportation, Small County Road Assistance Program Agreement” attached hereto as EXHIBIT “A”.

**DULY PASSED AND ADOPTED** by the Board of County Commissioners of Calhoun County, Florida, this 26th day of July, 2016.

- ❖ A motion was made by Chairman Brown to approve the Resolution. The motion was seconded by Commissioner Jones. The motion passed unanimously 4-0.

Ms. Smith presented to the Board for approval and execution the Florida Department of Transportation (FDOT) County Incentive Grant Program (CIGP) Grant Agreement for the lime rock Road paving project from State Road 20 to State Road 71 for \$920,735. Attorney Fuqua asked if this was the project where there is a match waiver because the total project cost is \$1.8 million. Mr. Stanley stated that is correct, and the waiver was submitted with the application.

- ❖ A motion was made by Chairman Brown to approve the Grant Agreement. The motion was seconded by Commissioner McDougald. The motion passed unanimously 4-0.

Ms. Smith presented to the Board for approval and execution Resolution 2016-18 for the CIGP lime rock Paving Project authorizing the Chairman to enter and execute the Grant Agreement.

### **RESOLUTION NO. 2016-18**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA, AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS TO EXECUTE AND ENTER INTO THE “STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION COUNTY INCENTIVE GRANT PROGRAM AGREEMENT”.**

**WHEREAS**, Calhoun County, Florida, has requested the State of Florida, Department of Transportation, for financial assistance for costs directly related to the paving Lime Rock Road from State Road 20 to State Road 71; and,

**WHEREAS**, the State of Florida, Department of Transportation, has agreed to participate in the design, construction, construction engineering, and inspection services up to the amount of Nine Hundred Twenty Thousand Seven Hundred Thirty-Five Dollars (\$920,735.00); and,

**WHEREAS**, the State of Florida, Department of Transportation, requested that Calhoun County enter into a “State of Florida, Department of Transportation, County Incentive Grant Program”, attached hereto; and,

**WHEREAS**, the State of Florida, Department of Transportation, County Incentive Grant Program Agreement” requires that a Resolution be passed by the Board of County Commissioners of Calhoun County, Florida, authorizing the Chairman of the Board of County Commissioners of Calhoun County, Florida, to execute and enter into the “State of Florida, Department of Transportation, County Incentive Grant Program Agreement”, attached hereto.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Calhoun County, Florida, as follows:

1. The Chairman of the Board of County Commissioners of Calhoun County, Florida, is authorized to enter into and execute the “State of Florida, Department of Transportation, County Incentive Grant Program Agreement.

**DULY PASSED AND ADOPTED** by the Board of County Commissioners of Calhoun County, Florida, this 26th day of July, 2016.

- ❖ A motion was made by Chairman Brown to approve the Resolution. The motion was seconded by Commissioner McDougald. The motion passed unanimously 4-0.

Ms. Smith stated there was a SCOP Grant Agreement for County Road 392 totaling \$1,999,814, but she had some questions about the agreement and Attorney Fuqua noticed some language that needed to be corrected, but the dollar amount would not change. Ms. Smith did not bring it for approval tonight, but wanted the Board to know she would be bringing it once the language is corrected.

Ms. Smith presented to the Board for approval and execution the Radiological Emergency Plan Program (REP) Grant Agreement for \$5,000. This will provide funding for the County to provide staff support, attend and participate in Ingestion Pathway Zone meetings, training sessions and exercises with the Farley Nuclear Power Plant.

- ❖ A motion was made by Commissioner McDougald to approve and execute the Grant Agreement. The motion was seconded by Chairman Brown. The motion passed unanimously 4-0.

Ms. Smith presented to the Board for approval and execution the Hazard Mitigation Grant Program (HMGP) Modification #2 on DR 4177 11-R Blackbottom Road. This modification revises the scope of

work beginning date from December 28, 2015 to September 17, 2014 and the completion date from August 4, 2016 to November 4, 2016.

- ❖ A motion was made by Commissioner McDougald to approve and execute the modification. The motion was seconded by Chairman Brown. The motion passed unanimously 4-0.

Ms. Smith presented to the Board for approval and execution the Hazard Mitigation Grant Program (HMGP) Modification #1 on DR 4177 12-R Troy McCroan Road. This modification revises the scope of work beginning date from December 28, 2015 to September 17, 2014 and the completion date from August 4, 2016 to November 4, 2016.

- ❖ A motion was made by Commissioner McDougald to approve and execute the modification. The motion was seconded by Chairman Brown. The motion passed unanimously 4-0.

Ms. Smith presented to the Board for approval and execution the Hazard Mitigation Grant Program (HMGP) Modification #2 on DR 4177 13-R Bears Head Road. This modification revises the scope of work beginning date from December 28, 2015 to September 17, 2014 and the completion date from August 4, 2016 to November 4, 2016.

- ❖ A motion was made by Commissioner McDougald to approve and execute the Modification. The motion was seconded by Commissioner Shelton. The motion passed unanimously 4-0.

Ms. Smith presented to the Board for approval and execution the Hazard Mitigation Grant Program (HMGP) Modification #2 on DR 4177 17-R Sam Duncan Road. This modification revises the scope of work beginning date from December 28, 2015 to September 17, 2014 and the completion date from August 4, 2016 to November 4, 2016.

- ❖ A motion was made by Commissioner McDougald to approve and execute the Modification. The motion was seconded by Chairman Brown. The motion passed unanimously 4-0.

Ms. Smith stated the County is allowed to have three active FRDAP Grants. There are currently two (2) open with Sam Atkins Park Phase 5 and Phase 6. There are two (2) projects which have been discussed for application but Ms. Smith needs direction from the Board on what project to submit in September. Commissioner Shelton stated he believes Mossy Pond needs the FRDAP Grant. Commissioner Jones stated he feels Hugh Creek needs the FRDAP Grant. Commissioner Shelton stated there has not been a FRDAP Grant for District 3 for a long time. Ms. Smith stated the Board could take time to think about it and bring it back at the next meeting. Ms. Smith stated she needs to know by the first meeting in August to get ready for the application due in September.

#### **JOE WOOD – DIRECTOR OF OPERATIONS**

Mr. Wood stated there will be a meeting next week about the FRDAP Grant at Sam Atkins Park. If there are enough funds available, they would like to put a fence around the basketball and tennis courts.

Mr. Wood stated at the Budget Workshop last week the Board discussed health insurance for the County employees, and wanted the Constitutional Officers to poll their employees to see which of the three (3) plans they would prefer. The Board needs to decide tonight on what insurance plan they would like to choose. The general consensus of the employees was to have the same plan they currently have, even if they have to pay an extra \$28 each month toward the plan.

- ❖ Commissioner McDougald made a motion to keep the current insurance plan. The motion was seconded by Commissioner Jones. There was no public comment. The motion passed unanimously 4-0.

Mr. Wood requested the Board change the Budget Workshop scheduled for this Thursday, July 28<sup>th</sup>, at 5:00 to a Special Meeting so the Board can vote on some items and narrow down some issues with the budget.

- ❖ Commissioner Shelton made a motion to change the Workshop to a Special Meeting. The motion was seconded by Chairman Brown. There was no public comment. The motion passed unanimously 4-0.

Mr. Wood asked permission of the Board to accept the offer made to the County by the auto insurance agency of \$55,425 for the loss of the debris truck that was totaled, less the \$1,000 deductible required of the policy.

- ❖ A motion was made by Commissioner McDougald to accept the offer. The motion was seconded by Chairman Brown. There was no public comment. The motion passed unanimously 4-0.

Mr. Wood requested the Board allow the Road Department to purchase a new debris truck with the insurance proceeds, plus the \$90,000 available to apply toward the purchase. The quotes received are all around \$136,000 for a comparable truck under a competitive purchasing program. Mr. Wood inquired if the Board wants to set their purchasing policy aside to buy through the programs. Chairman Brown asked what year model the truck would be. Mr. Wood responded the truck would be current, he expected it would be a 2016 model. There was further discussion about the purchase of a new truck. Mr. Wood stated they have looked at one truck which may be a little more than \$136,000 that had a better loader on it. Chairman Brown asked if they would still be within the budget. Mr. Wood replied they would stay within the amount of money the Board has budgeted.

- ❖ A motion was made by Commissioner McDougald to allow the purchase of a new debris truck. Chairman Brown seconded the motion. There was no public comment. The motion passed unanimously 4-0.

Mr. Wood stated the Herbicide Program is operational, and Mr. Austin Lee has been doing a good job. He has been spraying the overgrowth on the roads all over the county, and they are now needing to purchase more herbicide. Mr. Wood asked the Board for permission to set aside the procurement policy for the purchase of chemical in excess of \$10,000. There is \$23,000 to spend on herbicide this budget cycle. There is only one local chemical supplier, Altha Farmers Co-op, and the other chemical suppliers they have gotten quotes from are two (2) companies in Bainbridge, Georgia. If the herbicide is bid in the local paper, Altha Farmers Co-op is the only company who will see the advertisement. Mr. Wood asked permission to solicit sealed quotes from all the companies without advertising in the paper.

- ❖ Commissioner McDougald made a motion to approve Mr. Wood's request. Chairman Brown seconded the motion. There was no public comment. The motion passed unanimously 4-0.

There was discussion regarding the quantity of herbicide needed for next year.

Mr. Wood stated the Mosquito Control Grant has been applied for and obtained. The Health Department will continue to run the Mosquito Control Program through September. After September there will not be much spraying until next year. Mr. Wood stated Jace Ford was hired to do 911 Mapping and Addressing and Emergency Management. Mr. Wood asked the Board if they would be interested in changing his job description from 50% 911 Mapping and Addressing and 50% Emergency Management to 33% 911 Mapping and Addressing, 33% Mosquito Control, and 33% building and installing street signs. Street sign building is currently being done at the Road Department and the inmate work crews install the signs. It was also discussed if this change is made Emergency Management will need to hire an employee to replace Mr. Ford. Commissioner Shelton stated he is comfortable with changing Mr. Ford's job description, but would like to talk to Ms. Smith one on one to see exactly what she needs as far as help in Emergency Management. Mr. Wood stated this job is not time sensitive and does not have to be decided tonight.

Mr. Wood stated there are available funds in the 2015-2016 budget that will not be spent and could be used to purchase a 911 Mapping and Addressing vehicle instead of budgeting and purchasing the vehicle in 2016-2017. There was further discussion of purchasing other items with 2015-2016 available funds and eliminating these from the 2016-2017 proposed budget.

Mr. Wood stated the Building Official and Grants Coordinator job applications were sent to the Commissioners for their review. Mr. Wood asked if the Board is ready to make a motion to hire, or re-advertise. There were discussion regarding the Building Official position and qualifications for obtaining a provision license. Mr. Wood replied Dowling Inspections, LLC, Mr. Dowling Parrish, currently contracts with Calhoun County to perform Building Inspections. Mr. Wood stated it would be in the County's best interest to hire someone soon. Chairman Brown stated he would like to nominate Mr. Parrish for the job of Building Official. Mr. Wood stated if he is willing to do the job there would be no problem hiring Mr. Parrish. Chairman Brown called Mr. Parrish to the podium. Mr. Parrish stated his license is current. Chairman Brown asked Mr. Parrish if he would be interested in the job. Mr. Parrish stated he would accept the position if it was offered to him.

- ❖ Chairman Brown made a motion to hire Mr. Parrish as the Building Official for Calhoun County. The motion was seconded by Commissioner McDougald.

The Commissioners discussed the salary for the Building Official and Mr. Wood stated a salary range was listed in the advertisement. Commissioner Shelton inquired about SHIP and Weatherization and whether Mr. Parrish would be involved in those programs as well. Mr. Parrish stated he would be willing to work with those programs as well noting he is not qualified to do inspections for Weatherization, but had worked with SHIP and Weatherization in the past. Clerk Hand stated the job advertisement included a salary range of \$35,000 to \$45,000 depending on qualifications and experience. Mr. Wood stated this Mr. Parrish qualifies as an exempt employee, and asked what the salary is for an exempt employee. Clerk Hand stated the amount would be \$47,476 as of December 1, 2016. The Board set Mr. Parrish's salary at \$47,476. There was no public comment. The motion passed unanimously 4-0.

Mr. Wood stated there were three (3) applications received for the Grants Administrator position. He asked the Board if they were ready to hire someone tonight to fill the position.

Commissioner Jones called a five (5) minute recess.

Mr. Wood asked the Board if they were ready to make a motion to hire a Grants Administrator. Commissioner McDougald stated he has reviewed the applications, and was looking for someone with direct experience with administering grants. He also reached out to the Apalachee Planning Council to see if they could recommend someone with the credentials he was looking for, but they did not have anyone with experience either. Commissioner McDougald stated he would like to hire someone from the three (3) applications they received, because whoever is hired will have a training period. Chairman Brown asked if this position would stand on its own. Mr. Wood stated the details would be up to the Board to decide. Chairman Brown stated he would like to see the Grants Administrator answer to the Board, and work well with Ms. Smith and Clerk Hand. There was further discussion on the Grant Administrator position. Commissioner McDougald stated he is ready to make a motion. Commissioner Shelton stated he is not quite ready to vote, and would like a little more time to look over the applications. Mr. Wood stated the Board could review applications and take a vote on Thursday at the Budget Meeting.

- ❖ Commissioner Shelton made a motion to table hiring a Grants Administrator until Thursday. Chairman Brown seconded the motion. Chairman Brown asked for public comment. Ms. Carrie Baker asked the Board if they would be personally interviewing the applicants to get to know them better. Chairman Brown stated there would be time to talk to the applicants before Thursday. The motion passed unanimously 4-0.

Commissioner Jones stated he would like all the applicants to be at the Special Budget Meeting Thursday so the Commissioners could speak to them all. There was agreement all around this would not be a good idea due to past experience with talking to applicants in an open Board Meeting.

#### **CLERK HAND – CLERK OF COURT AND COUNTY COMPTROLLER**

Clerk Hand stated Chemical Addictions Recovery Effort, Inc. has an office on the third floor of the courthouse. They need a Memorandum of Support and Commitment for 2015-2016 and 2016-2017 for the office space provided by the Board. Clerk Hand asked for the Board's approval and execution of the memorandums.

- ❖ Commissioner McDougald made a motion to approve the memorandums. The motion was seconded by Commissioner Jones. The motion passed unanimously 4-0.

Clerk Hand stated the millage rate and public hearing dates need to be given to the Property Appraiser's office, and she requested the Board adopt the millage rate for the TRIM notice at 9.9 mills which is in the proposed budget.

- ❖ Chairman Brown made a motion to adopt the millage rate of 9.9 for the TRIM notice. The motion was seconded by Commissioner Jones. The motion passed unanimously 4-0.

Clerk Hand asked the Board to approve BA #3 allowing for the purchase of a debris truck and payment of additional charges for Residential Construction Mitigation Program (RCMP) projects which cannot be paid from program funds.



**Calhoun County  
Board of County Commissioners  
Budget Amendment  
Fiscal Year 2015/2016**

**Amendment to 2015-2016 budget, reallocating expenditures between line items within General Fund and County Transportation Trust Fund II (CTTF II)**

**General Fund**

<u>Account #</u>	<u>Description</u>	<u>Original Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Revised Budget</u>
<b>Expenditures:</b>					
<b>Residential Construction Mitigation Program</b>					
01525RC-3415LO	Contractual Services - 15RC Local	\$ -	\$18,700		\$ 18,700
<b>Emergency/Disaster Relief Local/County Match for Federal</b>					
01525LOC-64000	Equipment	12,700		(5,500)	7,200
<b>Financial and Administration</b>					
01513-51349	Other Current Charges	53,356		(13,200)	40,156
	<b>Expenditure total</b>	<b>\$66,056</b>	<b>\$18,700</b>	<b>\$(18,700)</b>	<b>\$66,056</b>

**County Transportation Trust Fund II (CTTF II)**

<u>Account #</u>	<u>Description</u>	<u>Original Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Revised Budget</u>
<b>Expenditures:</b>					
<b>Transportation:</b>					
12541-64000	Equipment	\$ -	\$90,000		\$90,000
<b>Debt Service:</b>					
12541-72000	Interest Expense	95,784		(90,000)	5,784
	<b>Expenditure total</b>	<b>\$ 95,784</b>	<b>\$ 90,000</b>	<b>\$(90,000)</b>	<b>\$ 95,784</b>

This Budget Amendment duly approved and adopted by the Calhoun County Board of County Commissioners at their regular meeting on this 26th day of July 2016.

- ❖ Commissioner McDougald made a motion to approve Budget Amendment #3. The motion was seconded by Chairman Brown. The motion passed unanimously 4-0.

**ATTORNEY FUQUA**

Attorney Fuqua stated Hand Raceway Properties, LLC would like to re-open their dragstrip without the previously approved expansion (as-is condition), but they have not operated in a year so will need to re-apply for a conditional use permit. There will need to be public hearings and the company will have to go through the entire process again. Mr. Snowden stated he tried to contact the owner, but has not been able to speak with him. Attorney Fuqua stated the Board cannot make any decisions or discuss the matter until the owner has gone through all the steps required to re-apply for the conditional use permit.

**COMMISSIONER TIME**

**COMMISSIONER MCDUGALD**

Nothing to report.

**COMMISSIONER JONES**

Nothing to report.

**COMMISSIONER SHELTON**

Commissioner Shelton stated there has been previous discussion about building a bathroom at Lamb Eddy Boat Landing, and Mr. Wood has received permission from the oversight agencies for construction of the bathrooms. The funds to build the bathroom will come from boater registration fees collected by the Tax Collector. There was further discussion about the construction of the bathroom.

- ❖ Commissioner Shelton made a motion to use some of the boater registration funds to build the bathroom at Lamb Eddy Landing. Chairman Brown seconded the motion. Commissioner McDougald asked if a permit for a septic tank would be able to be obtained. Mr. Wood stated yes, the details of building the bathroom will be looked into before construction begins. Chairman Brown asked for public comment. Mr. Gene Rollins stated a bathroom at the boat landing is badly needed. There was further discussion on a bathroom at the boat landing. The motion passed unanimously 4-0.

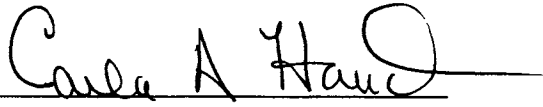
**CHAIRMAN BROWN**

Nothing to report.

The meeting adjourned at 10:02 p.m.

  
MARION "LEE LEE" BROWN, CHAIRMAN

ATTEST:

A handwritten signature in cursive script that reads "Carla A Hand". The signature is written in black ink and is positioned above a horizontal line.

CARLA A. HAND, CLERK