

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING MINUTES
MAY 9, 2017**

PRESENT AND ACTING:

**DANNY RAY WISE, CHAIRMAN
GENE BAILEY, VICE-CHAIRMAN
DARRELL MCDUGALD
DENNIS JONES
JERAL HALL**

**MATT FUQUA, ATTORNEY
CARLA A. HAND, CLERK OF COURT AND COUNTY COMPTROLLER
SARAH WILLIAMS, CLERK ADMINISTRATIVE ASSISTANT
TAD SCOTT, DEPUTY SHERIFF**

Chairman Wise called the meeting held in the Regular Meeting room to order at 6:00 P.M.; CT. Commissioner McDougald led the Prayer and Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES AND VOUCHERS

A motion to approve the minutes and vouchers as published on the agenda (the April 25, 2017 Special Meeting Minutes, the April 25, 2017 Public Hearing Minutes, and the April 25, 2017 Regular Meeting Minutes; vouchers for warrants: accounts payable warrants –1704-FPC, 1705-MED, 1705-1G, 1705-1RD, 1705-1L, 1705-1E, 1705-1S, 1705-1W and payroll warrants – PR17-B12, PR17-B13, PRO42017) was made by Commissioner Hall and seconded by Commissioner Bailey. The motion passed unanimously 5-0.

ROBIN PARRISH-HILL – INTRODUCTION OF NEW CALHOUN COUNTY AND BLOUNTSTOWN QUEENS

Ms. Hill stated the new Queens for Calhoun County and Blountstown are representatives of our community, and she would like them to introduce themselves to the Board and let everyone know their goals for the year.

Ms. Victoria Rollins introduced herself as Miss Blountstown, and informed the Board she would be hosting the third annual Chipola River Cleanup again this year, and would be participating in many other activities throughout the year.

Ms. Allyson Mears introduced herself as Teen Miss Calhoun County and informed the Board she would represent Calhoun County to the best of her ability at fundraisers and events.

Ms. Ashley Feldman introduced herself as Junior Miss Calhoun County and informed the Board she would be helping with charities such as the Ronald McDonald House.

Ms. Chelsee Cook introduced herself as Miss Calhoun County and informed the Board her goal is to start a 5k run to benefit the Ronald McDonald House.

Ms. Sarah Burke introduced herself as Teen Miss Forgotten Coast. Ms. Burke stated she is from Liberty County, and her goal is to bring Calhoun County and Liberty County together and create progress.

Ms. Megan McKenzie introduced herself as Teen Miss Blountstown, and stated she would be working to bring together the counties of Liberty and Calhoun.

Ms. Thyra Rhodes, Little Miss Calhoun County, stated she would be helping raise money for the Ronald McDonald House.

Ms. Emily Goff, Junior Miss Blountstown, stated she would be helping raise money for the Ronald McDonald House.

Ms. Hill stated she has 28 girls involved between Gulf, Liberty, and Calhoun Counties, and she stated she believes it is important for these girls to be out promoting their counties and having them work together to bring attention to our small rural communities. Ms. Hill thanked the Board for letting the girls introduce themselves and thanked the Board for all they do.

VICTORIA ROLLINS – CHIPOLA RIVER CLEAN UP

Ms. Rollins stated she would like to invite everyone to the third annual Chipola River Clean Up on June 10, 2017. Ms. Rollins stated the cleanup would begin at Lamb Eddy boat landing at 8:30 a.m., and end at the Highway 20 boat landing where grilled hamburgers and hotdogs will be served. Ms. Rollins stated there would be gifts given away to some lucky winners. Ms. Rollins asked everyone to grab their sunscreen and join her for fun on the river while floating and picking up trash, and see who flips their canoe first!

SHARON CHASON, SUPERVISOR OF ELECTIONS – PURCHASE OF NEW VOTING EQUIPMENT

Ms. Chason requested funds from the Board to purchase new voting equipment for the County. Ms. Chason stated there are only two (2) vendors who are certified with the State of Florida, and she has chosen to go with ES&S over Dominion. Ms. Chason stated counties are required to purchase new equipment by 2020. Ms. Chason stated 70% of the 67 counties are now with the company ES&S. Ms. Chason stated the other vendor, Dominion, is more expensive. Ms. Chason stated the approximate cost of the new equipment is \$170,000 for an outright purchase, or the County could finance for five (5) years at 8.38% interest. Ms. Chason stated she has not been given the option to lease the equipment. Chairman Wise asked Clerk Hand if there was money appropriated in the budget for this purchase. Clerk Hand stated the funding was not appropriated, but there are funds in the reserve for contingency fund that could be used to purchase the equipment. Commissioner McDougald stated there was grant funding talked about at one time for the new equipment. Ms. Chason stated the County lost the grant money that was previously available, because a memorandum of agreement was not signed by April 2016. Ms. Chason stated she has spoken with several other Supervisor of Elections offices and was informed the Board will first need to purchase the new equipment, and then apply for a grant that would reimburse the County for the Americans with Disabilities Act (ADA) equipment, which would be around \$33,000. There was further discussion about grants. Commissioner Bailey asked when the deadline to purchase the new equipment is. Ms. Chason stated the State has requested the equipment be purchased in 2017, an off year, so the system can be used in the 2018 smaller election, and not in a

big election year like 2020. Ms. Chason stated a county in south Florida waited until the past election, and are now being sued over some issues because they did not do all the testing needed prior to the election. Commissioner Bailey asked if there was money in this year's budget for the equipment. Clerk Hand stated there is money in the reserve for contingency fund. In addition, in last year's budget, the Board did not anticipate in the cash carry forward the money the Board received back from the Constitutional Offices. Clerk Hand stated she believes the Board received over \$100,000 that is not in the budget currently. There was further discussion about funding.

- ❖ Chairman Wise made a motion to purchase the new voting equipment. Commissioner Bailey seconded the motion. Commissioner Bailey asked Clerk Hand if she thought there was at least \$100,000 that was not anticipated in this year's budget. Clerk Hand stated she would have to check to see exactly how much money was turned in after the budget was adopted, and could report the amount to the Board at the next meeting. Ms. Chason stated she could look at her budget as well to see if there were any extra funds that could help with the purchase of the equipment. Commissioner McDougald stated he is concerned if the equipment is purchased now the county may miss grant money later in the year to help pay for the equipment. Ms. Chason stated Bay County Supervisor of Elections told her the purchase had to be made before the County is eligible to apply for a grant for partial reimbursement. There was further discussion about purchasing the equipment. The motion passed 4-1. Commissioner McDougald opposed.

SANDY KELLY – 2ND MODIFICATION FOR WEATHERIZATION CONTRACT, SHIP SEPTIC BID OPENING

Ms. Kelly stated she has received a second modification for the Weatherization contract. Ms. Kelly stated the contract period stayed the same, end date September 30, 2017, but they increased the amount to \$126,004.00. Chairman Wise asked if the September 30 deadline would be for all projects to be completed. Ms. Kelly stated all projects must be completed by September 30. Commissioner McDougald asked if all Weatherization applications were complete and ready to be bid by September. Ms. Kelly stated all applications should be ready to be bid. Ms. Kelly stated all projects must be finished and inspected by the September 30 deadline. Commissioner Bailey asked if there were ten (10) units to be bid. Ms. Kelly stated Commissioner Bailey was correct.

- ❖ Commissioner McDougald made a motion to approve the 2nd modification for the Weatherization contract. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

Ms. Kelly stated she has one SHIP septic tank bid for the Board's consideration. Attorney Fuqua opened and read the bid aloud.

SHIP Septic Tank Bid		
<u>Client Name</u>	<u>County Estimate</u>	<u>Yoder Septic Service</u>
Leon Moore	\$6,500.00 20% cap \$1,200.00 \$7,200.00	\$6,600.00

- ❖ Commissioner Bailey made a motion to accept the bid from Yoder Septic Service. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

TIM JENKS – MAINTENANCE DEPARTMENT

Mr. Jenks stated his department has been very busy with various projects around the County. Mr. Jenks stated they have finished with the Canning Center, have been working on the bathroom at Lamb Eddy boat landing, working on the ball fields, along with other projects.

Chairman Wise asked if Mr. Jenks is having trouble getting inmates. Mr. Jenks stated they are not having trouble with getting inmates, but the contraband problem has gotten so bad they are held up sometimes and are not always available right when they are needed.

Commissioner Bailey thanked Mr. Jenks for all he does; he hears many compliments on the courthouse and grounds, and the parks in the County.

Chairman Wise asked the Board how they would feel about designating some parking spaces for the courthouse deputies on all sides of the courthouse. Mr. Jenks stated they would like to have about four (4) spaces in different areas around the courthouse so the deputy cars will be seen. There was Board consensus for there to be designated parking spots for the deputies. There was further discussion about where to locate the parking spaces. Chairman Wise stated the Sheriff Department would be directed to contact Mr. Jenks about where they would like the spaces located.

CLIFF EDENFIELD – ROAD DEPARTMENT

Mr. Edenfield stated the Road Department has been installing pipes, cutting roadsides, and grading and shaping roads. Mr. Edenfield stated Coy Lindsey Road is about 70% complete and ready to be bid. Mr. Edenfield stated surveys have been done on two (2) of the four (4) roads for the County paving project, and will be starting work the first of June with the contractor and issuing notice to proceeds. Mr. Edenfield stated Mr. Shane Johnson has been successfully trapping beavers. Mr. Edenfield stated the Road Department has started cleaning up the West Side Fire Department Annex, and pipes for the driveway have been delivered to the County yard. Mr. Edenfield stated the pipes will be installed in the next month and the dirt for the building pad will be installed soon. Mr. Edenfield stated two (2) trucks were ordered a few months back, and one will be delivered by the end of May and the other by the end of June.

Mr. Edenfield stated there have been a couple applicants for the assistant superintendent job, and he would be going over the applications and conducting interviews in the coming week. Mr. Edenfield stated he would be happy to go over the applications with any of the Commissioners and would welcome any input.

Mr. Edenfield stated the cleanup of the Road Department is coming along, and they are in the process of planting grass out front this week. Mr. Edenfield stated Mr. Jenks has done an excellent job on the Canning Center. Commissioner Bailey stated the residents of Matthew Wood Road have commented on how much better the Road Department looks now. Commissioner Bailey stated the residents have also stated they would like the new speed bumps installed as soon as possible. Mr. Edenfield stated he has the speed bumps laid out and would install them in the next week.

Commissioner Bailey stated there was a wreck at the intersection of Highway 275 and Highway 71 this morning where a truck carrying a load of rock overturned, and Mr. Edenfield assisted in the cleanup of the rock in the road. Commissioner McDougald asked if anyone was hurt and if the rock was recovered. Mr. Edenfield stated fortunately no one was hurt and the rock was recovered. Commissioner Bailey stated DOT was very appreciative of the County for helping them in a time of need. Mr. Edenfield stated everyone should feel free to call him if there is ever anything he could be of assistance. Commissioner Bailey stated there were many volunteer fire departments who responded to help with traffic as well.

RITA MAUPIN, DIRECTOR OF LIBRARY SERVICES

Ms. Maupin introduced Ms. Kelly Wyrick, the Assistant Library Director. Ms. Maupin stated Ms. Wyrick is also in charge of finance and personnel records. Ms. Maupin stated Ms. Wyrick has a degree in finance from FSU and a degree from Chipola in business management. Ms. Maupin stated Ms. Wyrick started out as the children's librarian in 2009.

Ms. Maupin stated she is the only person in the County's library system who works 40 hours per week, with all others ranging from two (2) to 38 hours per week. Ms. Maupin stated last month 6,071 patrons visited the six (6) libraries, 4,357 titles were circulated, 183 patrons were helped with food stamps, social security, or some other federal assistance program, and 17 patrons were assisted with adult education. Ms. Maupin stated none of this could be done without the support of the Board of County Commissioners and all the employees in the library system. Ms. Wyrick invited everyone to visit the libraries and see all they have to offer.

Ms. Maupin stated they are working on getting the back door to Shelton's Corner Library ready for installation, and Mr. Jenks fixed the drainage problem at the library this past week. Ms. Maupin stated the park at Hugh Creek looks wonderful, and she appreciated Mr. Jenks and all he does. Ms. Maupin thanked everyone for all they do for the library system.

DOWLING PARRISH, BUILDING OFFICIAL

Mr. Parrish stated he has been busy selling building permits and inspecting houses in the County.

Mr. Parrish stated the VFW Post 12010 and American Legion Post 172 and 272 will be hosting a Memorial Day dedication on May 29th in front of the courthouse at 9:00 a.m., and invited everyone to attend.

JUDY BISS, COUNTY EXTENSION OFFICE

Ms. Biss stated the University of Florida President would like to increase the use of other colleges within the University of Florida (UF) system to help counties. Ms. Biss stated there are meetings taking place throughout Florida with the UF Deans, making them aware of each County's needs. Ms. Biss stated on October 20 the Panhandle District is having a meeting in Jackson County at the Marianna Extension Office, and have invited the UF Deans. Ms. Biss stated she has been asked to invite a leader or decision maker in the community to come to the meeting and participate in the discussions with the Deans. Ms. Biss stated they would like each county to identify the three (3) top issues in their counties, and identify what their goals and challenges are to those issues. Ms. Biss stated she would also like to discuss the issues with the chosen representative for the County prior to the October meeting. Commissioner Bailey

volunteered to attend the meeting in October. There was Board consensus for Commissioner Bailey to be the County representative at the meeting. Commissioner Bailey stated he would like each Commissioner to make a list of issues they see in the County, and bring their lists to the first meeting in June to discuss which three (3) issues to present at the October meeting with the Deans.

ANGIE SMITH, EMERGENCY MANAGEMENT DIRECTOR

Ms. Smith presented to the Board for approval and execution the fiscal year 2015 Community Development Block Grant (CDBG) for \$750,000.

- ❖ Commissioner Bailey made a motion to approve the CDBG grant. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Ms. Smith stated she and Ms. Snowden attended the Emergency Relief on Federal Aid Roadway training with the Florida Department of Transportation (FDOT) in Chipley. Ms. Smith stated there are several roads within the County that are federal aid highways, and they received training on how to address funding those roads versus filing for FEMA.

Ms. Smith stated her office attended an Emergency Operations Center Activation Exercise in Holmes County, and participated in the final Alert Florida Everbridge webinar. Ms. Smith stated her office would continue to work with the Sheriff's Office to encourage citizens to opt into the Alert Calhoun emergency system.

Ms. Smith stated she and Ms. Snowden attended the Leadercast Seminar last Friday. Ms. Smith stated they really enjoyed the conference and participated in team building exercises.

Ms. Smith stated they met with FDOT on the five (5) year work plan, and discussed the submitted applications for the SCRAP (Small County Road Assistance Program) and SCOP (Small County Outreach Program) projects for the next year.

Ms. Smith stated she is continuing to work on FEMA DR 4177 reimbursement requests, and has gotten a number of them complete in the past couple days.

Ms. Smith stated she is working with Mr. Frank Snowden on completing the DEO (Department of Economic Opportunity) Comp Plan grant deliverable number four (4) which will be mailed this week.

Commissioner Jones asked about the FRDAP closeout at Sam Atkins Park. Ms. Smith stated she went and took pictures last week, and found a couple inconsistencies with the final as-built plans so Dewberry Engineering Inc. is revising the plans and will have them back at the end of this week and closeout will be submitted. Commissioner Bailey stated he found funding for the fiscal year 2015/2016 but not for the fiscal year 2016/2017. Commissioner Bailey asked if the County applied for a FRDAP grant for 2016/2017. Ms. Smith stated the County applied, but were denied funding. Ms. Smith stated she would be applying again this year.

JOE WOOD, DIRECTOR OF OPERATIONS

Mr. Wood stated Ms. Cathy Davis with the Panhandle Saddle Club is requesting permission from the Board to install an irrigation well at their arena for the purpose of keeping the arena wet. Mr. Wood stated they will assume all the cost associated with the well, including installing a power pole and paying for the electricity to run the well. Mr. Wood stated they have been watering the arena with a water truck, and it is getting to be too much. Mr. Wood stated the Panhandle Saddle Club would be installing the well at no cost to the Board.

- ❖ Commissioner Bailey made a motion to approve of the Panhandle Saddle Club's request to install an irrigation well, and assume all costs associated with the well. Commissioner Hall seconded the motion. Commissioner McDougald asked if there was already a separate meter at the Saddle Club in their name only. Commissioner Bailey stated they already pay for their own electricity. The motion passed unanimously 5-0.

Mr. Wood stated Ms. Rachel Bryant with the Health Department is requesting help from the Board installing the foundation slab for their new generator. Mr. Wood stated the Health Department's grant does not cover the cost of the slab. Mr. Wood stated Ringpower is installing the generator, and charges \$1,200 to install the foundation slab. Mr. Wood stated the slab is 13 foot by 5 foot, 10 inches thick, and by his calculations will take a little over two (2) yards of concrete. Mr. Wood stated the Health Department is requesting the Board help them in some way with the installation of the slab. Mr. Wood stated concrete is about \$113 per yard with a \$100 delivery charge, so the cost of the concrete would be a little over \$300 plus the materials used to form the foundation. Mr. Wood stated the cost of the concrete is only with fiber in it, adding steel would cost a little more. Commissioner McDougald asked if this is something Mr. Jenks may have time to complete. Mr. Jenks stated he thought it would be a good idea for Ringpower to install the foundation since they are installing the generator. Commissioner McDougald asked if there were specifications for the slab. Mr. Wood stated the length and the width have been specified, but not the thickness. There was further discussion about the slab and generator. Mr. Jenks stated he would install the slab if the Board directed him to do so.

- ❖ Commissioner Bailey made a motion for Mr. Jenks to install the slab for the generator. Commissioner Hall seconded the motion. Mr. Jenks asked when the slab needed to be complete. Ms. Bryant stated the slab would need to be installed by June 30. Commissioner Bailey stated some drawings on the generator would be needed. Mr. Wood stated he has a drawing and plans for the slab. There was further discussion about the generator and slab. The motion passed unanimously 5-0.

Mr. Wood stated Mr. Oby Borelli, who is the recycling center employee, has used all his PTO (personal time off) and is now on FMLA (Family Medical Leave Act), until approximately May 17. Mr. Wood stated a Road Department employee is picking up cardboard while Mr. Borelli is out of work.

Mr. Wood stated the County has a warehouse full of cardboard at this time. Mr. Wood stated the scale was hit by lightning and has been repaired. Mr. Wood stated Ms. Smith got a quote on the cardboard from one of the vendors who purchase cardboard from the County, and the quote was as high as it has ever been. Mr. Wood stated the last time the County sold cardboard, they sold it for \$95 per ton, and the quote Ms. Smith has gotten was \$165 per ton or more. Mr. Wood stated the amount has fallen \$20 in the past month, and may continue to fall. Mr. Wood requested the Board allow him to call all the

vendors who consistently bid on the County's recyclables and request quotes in order to take advantage of the high prices.

- ❖ Commissioner McDougald made a motion to approve obtaining quotes on the cardboard. Commissioner Bailey seconded the motion. Commissioner Bailey asked if the quotes would be brought before the Board. Mr. Wood stated they would like to go ahead with the highest vendor when quotes are received because the companies like to pick up the cardboard within the month priced as prices change monthly. The motion passed unanimously 5-0.

CHELSEA SNOWDEN, PROJECTS AND GRANTS COORDINATOR

Ms. Snowden stated she met with FDOT, Roberts & Roberts, Inc., and Panhandle Engineering for the close out of the CR 69A Paved Shoulders project last Tuesday, and met with them on the Carlos Peavy Road project that is currently 40% complete. Ms. Snowden provided the Board with information sheets from Panhandle Engineering outlining the work done on the two (2) roads. Commissioner McDougald asked if the County has been approved for the next phase of work on CR 69A. Ms. Snowden stated the project is not included in the five (5) year work plan, but she has reached out to Mr. Dustin Castells with DOT to see what fiscal year they have the project set. Ms. Snowden stated the design phase was completed September 30 of last year, so now the County is waiting for funding for the construction and CEI services for the project.

Ms. Snowden stated the Matthew/Charlie Wood Road project was bid a couple weeks ago and the low bid was \$247,530 over the grant amount. Ms. Snowden stated Mr. Ford has worked with Roberts & Roberts to reduce the cost of the project, and negotiation documents have been sent to FDOT for approval.

Ms. Snowden stated the Roy Golden Road project was also over the grant amount by \$111,859.10. Ms. Snowden stated Mr. Ford has worked with Roberts & Roberts to reduce the cost of this project also, and negotiation documents have been sent to FDOT for approval.

Ms. Snowden stated at the last Board meeting the ranking for CEI services on Matthew/Charlie Wood Road and Roy Golden Road were received. The number one proposer for the Matthew/Charlie Wood Road project was Southeastern Consulting Engineers, and the number one proposer for the Roy Golden Road CEI Services was David H. Melvin Consulting Engineers. Ms. Snowden stated the ranking sheets are available on the Clerk's website.

Ms. Snowden stated she attended the fire department grant workshop on Monday, May 1 with Chief Ben Hall and other volunteer fire department representatives. Ms. Snowden stated the workshop was very informative, and there were several grant options discussed for our volunteer fire departments. Ms. Snowden stated Chief Hall went over an entire application with the group. Ms. Snowden stated it was clear these applications are something she could not fill out for the individual fire departments, but she could assist them with their narratives once they have a complete application. Ms. Snowden stated Chief Hall indicated the volunteer fire departments should qualify for grant funds if they complete and submit the required applications.

Ms. Snowden stated the Special Category Historical Grant application opens up next Monday, May 15. Ms. Geraldine Sheard has indicated that she would be interested in pursuing a Historical Grant for Clay Mary Park. Ms. Snowden stated she and Ms. Smith would be reviewing the application on Monday and planning a meeting with Ms. Sheard sometime next week to work on the grant.

Ms. Snowden stated McDaniel Sheard Road Loop has been completed, but C.W. Roberts went over budget by \$4,268.57 on asphalt. Ms. Snowden stated she contacted FDOT and they agreed to supply \$4,300 to cover the cost of the asphalt. Ms. Snowden presented to the Board the first amendment to the FDOT SCRAP McDaniel Sheard Road Loop project. Ms. Snowden stated this amendment allows an increase of \$4,300 to the department's maximum participation for a total of \$104,284.00.

- ❖ Commissioner Jones made a motion to approve the first amendment to the FDOT SCRAP McDaniel Sheard Road Loop project. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden presented to the Board Resolution 2017-9, allowing the Chairman to enter into the first amendment for the McDaniel Sheard Road Loop project.

**RESOLUTION OF CALHOUN COUNTY, FLORIDA
RESOLUTION NO. 2017-9**

**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 "FIRST AMENDMENT TO THE 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 McDaniel Sheard Road Loop.

WHEREAS, the State of Florida, Department of Transportation and the County mutually agree to amend the Agreement by increasing the Department's maximum participation under the Agreement by Four Thousand Three Hundred Dollars (\$4,300) which brings the amended maximum Department participation under this Agreement to One Hundred Four Thousand Two Hundred and Eighty-Four Dollars (\$104,284.00).

WHEREAS, the "First Amendment to the State of Florida, Department of Transportation, Small County Road Assistance Program" 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 "First Amendment 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 "First Amendment to 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 **9th** day of **May** 2017.

- ❖ Commissioner Jones made a motion to approve Resolution 2017-9. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden presented to the Board change order #3 for the McDaniel Sheard Road Loop project to increase the contract amount by \$4,268.57. Ms. Snowden stated this change order is for the overage on the asphalt from C.W. Roberts.

- ❖ Commissioner Jones made a motion to approve change order #3. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden stated she would gather the ranking sheets for the CEI services for Musgrove Buddy Johnson Roads. Ms. Snowden stated she and Ms. Smith would rank the proposers and bring the results later in the meeting.

JUSTIN FORD, DEWBERRY ENGINEERS, INC. /PREBLE-RISH – COUNTY ENGINEER

Mr. Ford stated all projects under design are progressing on or ahead of schedule, and should be completed by the deadlines committed to the Board.

Mr. Ford stated the Catalyst Site project is moving forward and should be started soon. Mr. Ford stated they are waiting for the contractor to bring them the bonds and insurance for the project before construction can begin.

Mr. Ford stated all the FEMA projects on the list the Board has received previously have been completed. Mr. Ford stated the only projects left are the Hazard Mitigation Program (HMP) projects that were bid a couple months ago. Mr. Ford stated it is his understanding North Florida Construction, Inc. will be starting on Ocheessee Landing Road tomorrow, and it will be a couple weeks before Roberts & Roberts, Inc. gets started on Jim Godwin Road.

Mr. Ford stated as soon as the County is done with work on Coy Lindsey Road the project would be ready to bid, along with Amaziah Peacock Road. Mr. Ford stated he and Ms. Smith have been working with Department of Emergency Management (DEM) on Sam Duncan Road about how to address the two (2) sources of funding for the road. Mr. Ford stated when the issue is resolved they will be ready to bid the work on Sam Duncan Road.

Mr. Ford opened and read aloud the bids for the SCOP Musgrove Buddy Johnson Road project.

SCOP Musgrove/Buddy Johnson Road Project	
Contractor	Total Base Bid
C.W. Roberts Contracting, Inc.	\$497,606.42
Roberts & Roberts, Inc.	\$538,565.06
North Florida Construction, Inc.	\$564,661.40

Mr. Ford stated the apparent low bidder on the project is C.W. Roberts Contracting, Inc., and stated the Board could award the project contingent on negotiations with the contractor (and DOT approval) to get the bid within budget.

- ❖ Commissioner McDougald made a motion to award the project to C.W. Roberts Contracting, Inc., contingent on negotiations to get the bid within budget. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

Commissioner McDougald asked if the work on Sam Duncan Road is for storm drain improvement only. Mr. Ford stated there are two (2) funding sources for the improvements to the road, HMP and HMGP. Mr. Ford stated the HMP is only to add rock to the road, put headwalls on the existing pipe and clean up around the existing cross drain. Mr. Ford stated with the Hazard Mitigation Grant Program (HMGP) funding, it was demonstrated the existing pipe is inadequate, and the HMGP allows the existing pipe to be removed and two new pipes installed, and end treatments to the pipes. Mr. Ford stated they do not want to put headwalls on an existing pipe with the HMP funding, only for the work to be torn out six (6) months later. Mr. Ford stated they are intentionally waiting to do any work on the road until an answer from DEM as to whether or not the HMGP funding is approved. Commissioner McDougald asked if there would be asphalt over the construction area once completed. Mr. Ford stated he is not sure on the asphalt, but most are being paved after construction. Ms. Smith stated with the HMGP funding the area of construction would be paved. There was further discussion about HMGP projects.

CHELSEA SNOWDEN, PROJECTS AND GRANTS COORDINATOR

Ms. Snowden reported to the Board the number one ranked proposer for the Musgrove/Buddy Johnson Road CEI services is David Melvin Consulting Engineers.

CARLA A. HAND, CLERK OF COURT AND COUNTY COMPTRROLLER

Clerk Hand presented to the Board for approval and permission for the Chairman to execute the 2017-2018 renewal of Contract CST07 with the Florida Department of Revenue for Title IVD Child Support Services. The services provided generate federal revenue in the BOCC General Fund for Sheriff services.

- ❖ Commissioner McDougald made a motion to approve the renewal of Contract CST07 with the Florida Department of Revenue. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

Clerk Hand asked permission for the Chairman to execute the 2017/2018 renewal application for insurance services provided by the Florida League of Cities. Insurance services provided are Worker's Compensation, property insurance, and auto insurance.

- ❖ Commissioner Bailey made a motion to approve the execution of the 2017/2018 renewal application for workers compensation, property, and automobile insurance. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Clerk Hand stated the Florida Department of Revenue sent a reminder letter to the Board regarding due dates for making any changes to distribution percentages or rate adjustments to your local option fuel taxes. The Board adopted Ordinance 2009-02, an ordinance relating to the reassessment of a six-cent per gallon gasoline and fuels tax, expiring December 31, 2019. Clerk Hand stated she would provide the Board a copy of the letter.

ATTORNEY FUQUA

Attorney Fuqua stated he emailed the Board a proposed ordinance that he has modified regarding medical marijuana. Attorney Fuqua stated Chairman Wise asked him to work on the ordinance, because there has been a push lately toward recreational use marijuana, and the legislature has not passed a bill to regulate medical marijuana. Attorney Fuqua stated the ordinance has an application process, a ranking process, and states the planning commission would rank and determine what company is the best candidate for the dispensary. Attorney Fuqua stated the ordinance states there will be one dispensary per 100,000 people, but the Board could change the number to whatever they wish. Attorney Fuqua stated the goal would be to limit where the dispensaries are located and how many there are, so people can still receive the service but at the same time keep the County safe. Attorney Fuqua stated there is an opt in ordinance for cities and towns in a county that states the county will decide where dispensaries will be located, and how many there will be, that could be looked into as well. Attorney Fuqua stated there is also a provision for someone to challenge the Board's decision with the county manager, but since Calhoun County does not have a county manager, someone else would need to be designated for the position. Commissioner Bailey suggested the Sheriff be the person someone challenges the Board's decision with. Chairman Wise stated he would be going to the Medical Marijuana conference next week, and would be more informed to make a decision on the ordinance after the conference and bringing information back to the Board. There was further discussion about the ordinance.

Attorney Fuqua stated he would also be working on an ordinance for the airport, which must be adopted by July 31. Attorney Fuqua stated the ordinance would establish a runway protection zone. Attorney Fuqua stated he would talk to the Commissioners one on one about the ordinance.

Attorney Fuqua stated he and Mr. Parrish would be meeting to discuss the new Building Inspector fee schedule in the next couple of weeks, and would bring the fee schedule before the Board once it is complete.

COMMISSIONER TIME

COMMISSIONER MCDUGALD

Nothing to report.

COMMISSIONER JONES

Nothing to report.

COMMISSIONER BAILEY

Commissioner Bailey stated he would like to look into the 160 acres out at Sam Atkins Park that is controlled by the Board of Trustees of the State of Florida, which has timber and straw. Commissioner Bailey asked if the State Department would be agreeable to the county thinning the timber, cutting the timber, or strawing the timber for revenue purposes. Mr. Wood stated he is in the process of completing the Florida Communities Trust Annual Stewardship Report for the property, and a site review will be conducted to determine compliance with the Stewardship Plan. Commissioner Bailey asked where he could get a copy of the agreement. Mr. Wood stated he has a copy in his office, along with some other files. There was further discussion about the property and the agreement. Commissioner Bailey stated if the timber is allowed to be thinned, or straw able to be gathered, he would like to be able to sell the products for revenue to the County. Chairman Wise stated he does not believe anything can be done with the land, that it must be a wildlife sanctuary only. Attorney Fuqua stated there has been a change with the State Department about allowing more things to be done with these properties.

Commissioner Bailey stated with the three (3) year SHIP (State Housing Initiatives Partnership) plan, the repairs to a home may not exceed 50% of the Property Appraiser's assessed value. Commissioner Bailey stated if a property is in the flood plain and is improved over 50% of the assessed value; the structure must be elevated five (5) feet above the Base Flood Elevation (BFE). Commissioner Bailey asked if the plan could be modified to be able to spend more than 50% on home repair. Commissioner Bailey stated homes in the flood plain many times are cost prohibitive to improve because they would require elevating the structure. Mr. Snowden stated the Florida Building Code sets the requirements for elevating a home. There was further discussion about homes in the flood plain. Chairman Wise asked if the situation is causing problems with the SHIP program. Mr. Snowden stated there are a number of homes within the City in the River Street area that would have to be elevated to be able to qualify for the SHIP program. Chairman Wise asked if a workshop needed to be held to discuss modifying the SHIP plan. Attorney Fuqua stated someone would need to speak with the SHIP program in Tallahassee about a modification. Commissioner McDougald stated these requirements are State mandated.

COMMISSIONER HALL

Nothing to report.

CHAIRMAN WISE

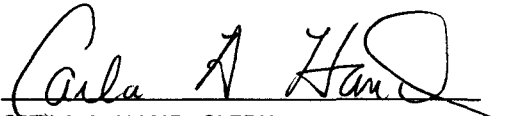
Chairman Wise stated the Career Source Chipola Board member needs to be reappointed. Clerk Hand stated the current Board member is Ms. Mary McKenzie, and she has agreed to serve another term. Clerk Hand stated her term expires June 30 and the new term is for a three (3) year period.

- ❖ Commissioner McDougald made a motion to approve the reappointment of Ms. Mary McKenzie to the Career Source Chipola Board. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

There being no further business, the meeting adjourned at 7:34 p.m., CT.


DANNY RAY WISE, CHAIRMAN

ATTEST:


CARLA A. HAND, CLERK

**Calhoun County
Board of County Commissioners
Budget Amendment
Fiscal Year 2016/2017**

Amendment to 2016-2017 budget, reallocating funds from General Fund's Reserve for Contingencies to General Fund's - Financial and Administrative - for Voting Equipment.

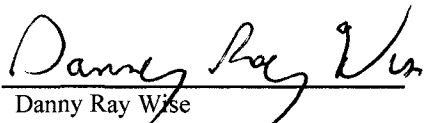
General Fund

<u>account #</u>	<u>Description</u>	<u>Original Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Revised Budget</u>
Expenditures					
Financial and Administration:					
01513-64000	Equipment	\$ -	170,000	-	170,000
Reserves:					
01984-95000	Reserve for Contingencies	399,471	-	(170,000)	229,471
	Expenditure total	<u>\$ 399,471</u>	<u>\$ 170,000</u>	<u>\$ (170,000)</u>	<u>\$ 399,471</u>


This Budget Amendment duly approved and adopted by the Calhoun County Board of County Commissioners at their regular meeting this 23rd day of May 2017.

Board of County Commissioners
Calhoun County, Florida:

ATTEST:



Danny Ray Wise
Chairman



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