

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR BOARD MEETING MINUTES  
JULY 16, 2019**

**PRESENT AND ACTING:**

**GENE BAILEY, CHAIRMAN  
SCOTT MONLYN, VICE-CHAIRMAN  
DANNY RAY WISE  
EARL HUNT  
JERAL HALL**

**MATT FUQUA, ATTORNEY  
CARLA A. HAND, CLERK OF COURT AND COUNTY COMPTROLLER  
DEBBIE SHELTON, CLERK ADMINISTRATIVE ASSISTANT**

Chairman Bailey called the meeting held in G35 in the Courthouse Basement to order at 5:00 P.M., CT. Chairman Bailey 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 (June 25, 2019 Special Meeting Minutes, Approval of the June 27, 2019 Board Workshop and Approval of the July 2, 2019 Regular Meeting Minutes; vouchers for warrants: accounts payable warrants – 1907-S, 1907-SRD, 1907-UTL, 1907-2G, 1907-2L, 1907-2RD, 1907-2E, 1907-3S, 1907-3G, 1907-MED and payroll warrants (none). (A check register is on file in the Clerk's department of finance and accounting to the board for all checks and warrants approved by the board at this meeting) was made by Commissioner Hunt and seconded by Commissioner Hall. The motion passed unanimously 5-0.

**MAGNOLIA VOLUNTEER FIRE DEPARTMENT**

Mr. Gil McDonald spoke on behalf of the Magnolia Volunteer Fire Department. Mr. McDonald stated their intentions are to disband the fire department due to the lack of volunteers and funding as of July 31, 2019 as stated in their letter to the Board. The Board thanked the fire department for their service and accepted their letter as consensus.

**Errors and Insolvencies Report**

Clerk Hand stated the Tax Collector is required to provide the Errors and Insolvencies Report annually and the report is included in the Board's agenda packet. (FS 197.492)

**Health Care Responsibility Act**

Clerk Hand stated the Health Care Responsibility Act was enacted to help fund indigent patient's out-of-county emergency care with program specific guidelines. She stated by omitting inmates from the County's population count the County would save \$6512 in the 2019-2020 budget.

❖ A motion to omit inmates from the population count was made by Commissioner Hunt and seconded by Commissioner Hall. The motion passed unanimously 5-0.

**Ashley Mitchell, Department of Emergency Management**

Mr. Mitchell stated the County has an option for travel trailers to be used as housing for citizens in need. He stated Chipola Baptist Association could handle the staging and management of the program and the County would have the Association at their disposal as needed. Mr. Mitchell stated by entering into a Memorandum of Understanding (MOU) with Chipola Baptist Association, Chipola Baptist Association would be responsible for securing, issuing and staging the trailers for Calhoun County.

- ❖ A motion to enter into a MOU with Chipola Baptist Association was made by Commissioner Hunt and seconded by Commissioner Hall.  
The motion passed unanimously 5-0.

**Kenneth Lubinski – Illegal Dumping**

Mr. Lubinski brought to the Board his concerns about illegal dumping in his neighborhood. The Board informed Mr. Lubinski the County does not have a code enforcement. Attorney Fuqua directed Mr. Lubinski his course of action would be to file a complaint with the Department of Environmental Protection (DEP).

**Beth Otto, FEMA Recovery-CUPP Program – Storm Water Study Letter of Intent**

Ms. Otto informed the Board about the College Underserved Community Partnership Program (CUPP) which provides resources to rural and underserved communities to improve their economic viability. CUPP matches universities (with appropriate programs) to assist communities with support through student internships and capstone projects. The communities receive these services at no cost to them. Ms. Otto presented the Board with a letter of intent for a storm water study.

- ❖ A motion to sign the Storm Water Study Letter of Intent was made by Commissioner Hall and seconded by Commissioner Hunt. The motion passed unanimously 5-0.

**AVCON**

Mr. John Collins informed the Board he met with Chairman Bailey concerning the draft task order on the hangar design at the airport. Chairman Bailey informed Mr. Collins he preferred a design build approach for the hangars. Mr. Collins stated by making this change in the task order AVCON could reduce the task order by \$50,000. (New Task Amount after reduction is \$198,240)

- ❖ A motion to approve the task order for planning, design, permitting, and bidding for terminal and hangar developments at the Calhoun County Airport was made by Chairman Bailey and seconded by Commissioner Monlyn. The motion passed unanimously 5-0.

**Ben Chandler – Apalachee Regional Planning Council (ARPC)**

Mr. Chandler introduced himself to the Board and stated he would be the new representative from the ARPC.

**Chelsea Ranew – Projects and Grants Coordinator**

Ms. Ranew informed the Board she has had no response from Mr. Horton on the Rostan invoice clarification request. She informed the Board she will ask him to attend the next meeting.

Ms. Ranew presented the Board with Supplemental Agreement #1 for the SCOP Silas Green Road project along with Resolution 2019-30 authorizing the Chairman to execute and enter into this agreement.

- ❖ Chairman Bailey made a motion to approve Supplemental Agreement #1 for the SCOP Silas Green Road project and adopt Resolution 2019-30 and Commissioner Hunt seconded the motion. Motion passed unanimously 5-0.

**RESOLUTION OF CALHOUN COUNTY, FLORIDA  
RESOLUTION NO. 2019-30**

**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-  
FUNDED GRANT SUPPLEMENTAL AGREEMENT”**

**WHEREAS**, Calhoun County, Florida, and the Florida Department of Transportation entered into a Small County Outreach Program Agreement whereby the Department agreed to provide financial assistance directly related to the construction and construction engineering inspection of Silas Green Road.

**WHEREAS**, Financial Project Number 440646-1-54-01 is hereby supplemented an additional Eighty-Five Thousand Nine Hundred Thirty-Three Dollars (\$85,933) by the Department to cover the low bid amount and CEI costs associated with reconstruction of Silas Green Road.

**WHEREAS**, the “State Funded Grant Supplemental 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 Funded Grant Supplemental 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 Funded Grant Supplemental Agreement” attached hereto as EXHIBIT “A”.

**DULY PASSED AND ADOPTED** by the Board of County Commissioners of Calhoun County, Florida, this 16th day of July, 2019.

Ms. Ranew stated a fee estimate had been received from Alday-Howell Engineering for the CEI of Small County Outreach Program (SCOP) Silas Green Road for the amount of \$63,260.

- ❖ Chairman Bailey made a motion to accept the Alday-Howell fee for \$63,260 and Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Ms. Ranew presented the Board with Amendment #1 to the Public Transportation Grant Agreement for the Terminal Development at the Airport along with Resolution 2019-31 authorizing the Chairman to enter and execute this agreement.

- ❖ Commissioner Wise made a motion to approve Amendment #1 to the Public Transportation Grant Agreement for the Terminal Development at the Airport and adopt Resolution 2019-31 and Commissioner Hunt seconded the motion. The motion passed unanimously 5-0.

**RESOLUTION OF CALHOUN COUNTY, FLORIDA  
RESOLUTION NO. 2019-31**

**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 AMENDMENT TO PUBLIC  
TRANSPORTATION GRANT AGREEMENT”**

**WHEREAS**, Calhoun County, Florida, has requested the State of Florida, Department of Transportation, for financial assistance for costs directly related to the Design and Construct Terminal Development; and,

**WHEREAS**, the State of Florida, Department of Transportation has agreed to increase the project funding amount by Five Hundred Sixty-Seven Thousand Dollars (\$567,000) bringing the revised total cost of Financial Project Number 423594-8-94-01 to One Million Ninety-Two Thousand Dollars (\$1,092,000); and,

**WHEREAS**, the “The State of Florida, Department of Transportation, Amendment to the Public Transportation Grant 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, Amendment to Public Transportation Grant 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 “Amendment to State of Florida, Department of Transportation, Public Transportation Grant Agreement” attached hereto as EXHIBIT “A”.

**DULY PASSED AND ADOPTED** by the Board of County Commissioners of Calhoun County, Florida, this 16th day of July 2019.

Ms. Ranew informed the Board a bid analysis from the insurance company had been received for roof repair services for airport hangars 7, 8, and 2. The insurance company made the following bid recommendations.

Airport Hanger 2 – Wright Welding \$67,342.41

- ❖ Chairman Bailey made a motion to accept the Wright Welding bid and Commissioner Monlyn seconded the motion. The motion passed unanimously 5-0.

Airport Hangar 7 – Cribb Philbeck Weaver Group (CPWG) \$32,941.00

- ❖ Commissioner Monlyn made a motion to accept the CPWG bid and Commissioner Hunt seconded the motion. The motion passed unanimously 5-0.

Airport Hangar 8 – CPWG \$48,840.00

- ❖ Commission Wise made a motion to accept the CPWG bid and Commissioner Monlyn seconded the motion. The motion passed unanimously 5-0.

Ms. Ranew informed the Board the County's first FEMA payment for expedited cat B project in the amount of \$118,939.91 is pending in the Florida Accounting Information Resource (FLAIR)

Ms. Ranew informed the Board the County has been awarded \$40,000 from the DEO Technical Assistance Grant for the development of Calhoun County's disaster recovery plan.

Ms. Ranew stated she would be meeting with Mr. Chambliss from Apalachee Correctional Institution (ACI) tomorrow, Wednesday, to discuss the damaged Board furniture and invited the Board members to attend.

Ms. Ranew stated she has sent a draft interlocal agreement for sheltering to School Board Superintendent Mr. Taylor for review and Attorney Fuqua has reviewed the agreement.

Mr. Justin Ford informed the Board the Neal Landing project is still waiting on the Submerged Land Lease from the Department of Environmental Protection (DEP). Mr. Ford recommended the Board begin the bid process stating the County would have time in case any problems arise and not miss the construction window. Mr. Ford requested authorization from the Board to advertise and solicits bids for opening at the August 20<sup>th</sup> Board meeting.

- ❖ Commissioner Hall made a motion to advertise and solicit bids for the Neal Landing Boat Ramp project and Commissioner Hunt seconded the motion. The motion passed unanimously 5-0.

Mr. Ford stated the Town of Altha has been awarded Community Development Block Grant (CDBG) monies for storm water and roadway improvements. Mr. Ford stated there is a drainage problem at the intersection of 5<sup>th</sup> street and 274 and to correct the problem pipes need to be replaced. Mr. Ford stated highway 274 would be cut in order to place the pipes. Commissioner Hunt stated his concerns regarding the pavement of the cut area and Mr. Ford assured him every effort would be made to leave the highway as found.

Ms. Ranew stated two (2) proposals have been received for the Local Mitigation Strategy (LMS) and she will have the information available to the Board on Thursday, July 18, 2019.

**Sandra Kelly, SHIP Bid**

Attorney Fuqua opened and read the State Housing Initiative Partnership (SHIP) bids.

Client Names	County Estimate	50% Value of Home	Gulf Coast Home Solutions, LLC	Chariot Construction LLC
Martha Glory	<b>\$22,800.00</b> 20% cap \$4560.00 <b>\$27,360.00</b>	45,085.00	28,950.00	31,375.00
Cristobel Bush	<b>\$6,250.00</b> 20% cap \$1,250.00 <b>\$7,500.00</b>	32,477.00	10,650.00	12,400.00
Terrie McCutcheon	<b>\$16,500.00</b> 20% cap \$3,300.00 <b>\$19,800.00</b>	57,045.50	21,500.00	17,900.00
J. L. Summerlin	<b>Max \$29,000.00</b>	68,047.00	-0-	35,700.00
Jimmy Godwin	<b>Max \$29,000.00</b>	31,827.50	54,100.00	58,000.00

Chairman Bailey read an email from the Clerk’s Office to the Board concerning the SHIP bids. The Clerk’s Office has identified an internal control weakness in determining and documenting SHIP eligibility. The Clerk’s Office advised the Board not to issue a Notice to Proceed until there is independent verification of program eligibility. Chairman Bailey asked Ms. Kelly to reach out to SHIP regarding the 20% cap that the County adds to the County Estimate if necessary. There was further discussion.

- ❖ A motion to table all bids was made by Commissioner Hunt and Commissioner Hall seconded the motion. The motion passed unanimously 5-0.
- ❖ A motion to adopt the Hurricane Housing Recovery Program (HHRP) agreement was made by Chairman Bailey and seconded by Commissioner Hall. The motion passed unanimously 5-0.

**Clerk Time**

Mr. Bruce Davis spoke to the Board in regards to the Inmate Care Agreement the County has with the hospital. Mr. Davis would like the Board to approve a formal Contract with the same terms. The Attorney has reviewed the contract and has no objection.

- ❖ A motion to approve the Contract with the Calhoun Liberty Hospital for Inmate Care was made by Commissioner Hall and seconded by Commissioner Monlyn. The motion passed unanimously 5-0.

Ms. Vicki Montford spoke to the Board in regards to the Capital Health Program (CHP). Ms. Montford stated the current plan held by the County would increase by 4%.

- ❖ A motion to approve continuing coverage through CHP for 2019-2020 (same plan) was made by Commissioner Wise and the motion was seconded by Commissioner Hunt. The motion passed unanimously 5-0.
- ❖ Commissioner Hunt made a motion for his health insurance premium to be given to the Altha Community Center and Chairman Bailey seconded the motion. The motion passed unanimously 5-0.

Clerk Hand notified the Board the Truth in Millage (TRIM) advertised hearing dates need to be scheduled. Clerk Hand stated the dates available for the hearings are (1<sup>st</sup> TRIM Hearing) September 9, 2019 at 5:01 PM and (Final TRIM Hearing) September 23, 2019 at 5:01 PM. The Board decided the hearings would be held in the EOC.

Clerk Hand requested of the Board confirmation of the 9.90 millage rate in the budget to be placed on the DR 420 form that is sent to the Department of Revenue (DOR).

- ❖ A motion to set the millage rate at 9.90 was made by Chairman Bailey and the motion was seconded by Commissioner Hunt. The motion passed unanimously 5-0.

Clerk Hand stated the 2019-2020 Annual Budget would be provided to the Board at the Special Board Meeting on Thursday, July 18, 2019.

Clerk Hand stated Asset 1666 a 1997 Ford pick-up truck caught fire and was destroyed. Clerk Hand asked the vehicle be declared obsolete and approved for disposal as scrap metal.

- ❖ A motion to declare Asset 1666 obsolete and approved for disposal was made by Chairman Bailey and the motion was seconded by Commissioner Hall. The motion passed unanimously 5-0.

#### **Attorney Time**

Attorney Fuqua stated Ordinance 2019-03 would be ready for adoption at the August 20, 2019 meeting.

Chairman Bailey read the following email he sent to Attorney Fuqua.

Matt/Clay

Attached is another photo and PDF explaining logistics on subject matter. Since the original Meeting Keith Rex one of the ones objecting to the closure went to the point A and started to install a gate on his property to access Coley Road. The person that claims ownership to the 6 ft. called CCSO and they issued a verbal warning to Mr. Rex. Since that time Mr. Doyle Daniels will not cross the 10 ft. portion at point B for fear of a trespassing violation although he has been doing so for at least 20 or more years. This narrow strip of land has not been worked by the County. Mr. Daniels stated that when the road was relocated to its present location there was an agreement that the road would have a 50 ft. ROW. There is no recorded easement to be found. The actual graded part is only about 30/35 ft. It moves away from the supposedly property line at Point B because the grader has to turn due to curve. Mr. Daniels has always used this access point. My question is what is the legal position of the county in the strip of land and also Mr. Daniels right to continue to use the access Point B?

Attorney Fuqua responded this is a private issue between landowners and is not a county issue.

#### **Commissioner Hunt**

Commissioner Hunt requested the start date on the Alliance Road project. Southeastern Engineering responded they are set to start next week assuming weather conditions permits.

**Commissioner Monlyn**

Commissioner Monlyn stated the community is under the impression the Board is not helping rehab of residential housing in the flood zone. Commissioner Monlyn stated for the record "this Board did not state, poll, discuss, vote on not fixing houses in the flood zone". Commissioner Monlyn stated any changes to the SHIP program needs to be advertised in the paper. Commissioner Monlyn stated we should hire contractors to work for the County. The Board agreed the SHIP specifications need to be advertised in the paper. The Board agreed to further discuss SHIP during the July 25, 2019 Special Meeting.

**Commissioner Hall**

Commissioner Hall had nothing to discuss at this time.

**Commissioner Wise**

Commissioner Wise had nothing to discuss at this time.

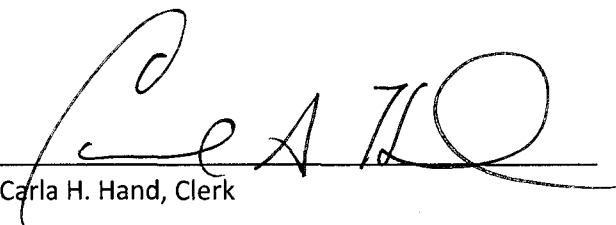
**Chairman Bailey**

- ❖ Chairman Bailey made a motion to begin the bid process for the Kinard Community Center repairs. Commissioner Hunt seconded the motion and the motion passed unanimously 5-0.

There being no further business, the meeting adjourned at 6:41 p.m., CT.

  
Gene Bailey, Chairman

ATTEST:

  
Carla H. Hand, Clerk