

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR MEETING MINUTES  
MARCH 13, 2018**

**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**

Chairman Wise called the meeting held in the Regular Meeting room to order at 6:00 P.M.; CT. Commissioner Jones 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 February 27, 2018 4:00 Workshop Minutes, the February 27, 2018 5:00 Workshop Minutes, and the February 27, 2018 Regular Meeting Minutes; vouchers for warrants: accounts payable warrants – 1803-MED, 1802-ES, 1803-UTL, 1803-1S, 1803-1G, 1803-1RD, 1803-1E, 1803-1GS, 1803-1L, 1803-1SA and payroll warrants – PR18-B07, PR18-B08, PR022218) was made by Commissioner Jones and seconded by Commissioner McDougald. The motion passed unanimously 5-0.

**JERROD WALDRON – PARKS AND RECREATION DIRECTOR**

Mr. Waldron expressed to the Board the need for a recreation director in Calhoun County. Mr. Waldron stated many surrounding areas have recreation directors and are able to do many activities that the citizens of this county could benefit from if there were a recreation director on staff. Mr. Waldron stated our parks look great, but could use improvements, as some of the equipment is outdated. Mr. Waldron stated if a recreation director could not be hired, he would like to know the process of having fund raising tournaments at Sam Atkins Park. Commissioner McDougald asked when the next FRDAP (Florida Recreation Development Assistance Program) application cycle would open. Ms. Snowden stated this program would hopefully be accepting applications in September. Ms. Snowden stated with the last two (2) FRDAP grants received improvements were made to Sam Atkins Park including new back stops at two (2) of the fields, walking trail, shuffle board courts, and basketball courts. There was further discussion about the FRDAP grant. Commissioner McDougald asked what Ms. Snowden's expectations for the grant would be this year. Ms. Snowden stated in email correspondence she has been told the State is hoping to have funding this year and be able to open applications in September, but this would be up to the legislature. Ms. Snowden stated this grant will not fund a parks and recreation director, and she is not aware of any other grants that would fund this position. Ms. Snowden stated she has spoken with Marianna, Sneads, and Grand Ridge about how they fund their recreation director, and they fund theirs through county and city non-grant funds. Commissioner McDougald stated he is aware of some lighting needs and light poles that need to be replaced. Commissioner McDougald stated if a FRDAP grant could be obtained, he would be ok with an application being submitted for Sam Atkins Park. Commissioner Jones asked what the duties and responsibilities of a recreation director would include. Mr. Waldron



stated they should be required to work on the upkeep of the fields at the park because there is a lot of work that has to go into keeping the fields ready to use. Commissioner Jones stated he has thought in the past that travel ball tournaments would benefit the County. Commissioner McDougald asked if Mr. Waldron is asking for more of a park maintenance position rather than someone to provide organizational duties. Mr. Waldron stated the Board could discuss this and decide what duties to assign if they ever decided to hire a recreational director. Commissioner McDougald stated he knows parents and volunteers put in a lot of time out at the park, and there are more volunteers needed. Commissioner McDougald stated the success of the park and many other things that go on in the County lies in the volunteers that are willing to dedicate their time, because the County does not have a lot of money to fund everything. Mr. Waldron asked the Board why previous talks of a recreation director fell through. Chairman Wise stated a recreation director would mainly be busy during ball season, but after that, there would not be much for them to do. Chairman Wise stated the County wants to make the most of their money, and this person would have to have more duties than just recreation director if they were hired. Mr. Waldron stated in the off-season the recreation director would have duties such as field repairs and upkeep to get ready for the next ball season. There was further discussion about duties of a recreation director. Commissioner Bailey asked how much money could be made through a state tournament. Mr. Waldron stated Liberty County made \$15,000 from the state girls' softball tournament last year. Mr. Waldron stated Calhoun County could make money, but there is no one currently to run the tournaments. There was further discussion about tournaments. Commissioner Bailey stated Liberty County has two (2) people hired for parks and recreation they pay a total of \$51,000 per year. Commissioner Bailey inquired if there were any existing FRDAP applications that would be rolled over into the next funding cycle. Ms. Snowden stated there is one (1) application for Mossy Pond Park that would be rolled over. There was further discussion about the FRDAP program. Mr. Jenks stated the County spends an average of \$25,000 to \$30,000 per year at Sam Atkins Park for maintenance and utilities. There was further discussion about a recreation director. Commissioner Bailey stated the County has cut their budget to the bare minimum and has had to cut funding from several different departments. Commissioner Bailey stated there is not enough money to fund everything. Commissioner Bailey stated it might could be worked through during a budget cycle, but there would have to be a plan. Mr. Waldron stated he would like to see the County take steps in the direction of being able to hire a recreation director. Commissioner Bailey stated the facility at Sam Atkins Park is very nice and has been maintained well. Mr. Waldron stated the facility is nice, but it is outdated. Mr. Waldron stated in surrounding counties such as Liberty and Jackson they have much better, more up to date, facilities than in Calhoun County and there are many updates that are needed. Mr. Jenks stated there is a lot that could be done at the park, but the funding for all the updates is not available. Mr. Jenks stated he does not believe a single person could fill the role of recreation director, working all day and also into the night when there are functions at the park. There was further discussion about a recreation director. Commissioner Bailey stated he would be open to meeting with coaches and parents at the park and going over the fields and making a list of items that need to be fixed, and address them. Mr. Waldron stated this would be a start.

- ❖ Commissioner Jones made a motion to table the recreation director discussion and schedule a date to meet and discuss the issue further on a Thursday evening. Chairman Wise seconded the motion. Commissioner Bailey stated some research on how other counties handle their recreation department needs to be completed in order to help know what is needed to be done in Calhoun County. Mr. Waldron stated they could invite Mr. Ray Glisson from Liberty County to come to the meeting and give some input. The motion passed unanimously 5-0.

#### **JAKE MATHIS, DAVID H. MELVIN, INC. – SCRAP RIVER STREET CLOSEOUT**



Mr. Mathis stated the SCRAP (Small County Road Assistance Program) River Street project is ready to be closed out. Mr. Mathis stated there is a final close out change order for a decrease of \$11,168.62 that would need to be approved by the Board.

- ❖ Commissioner Bailey made a motion to approve the final change order for a decrease of \$11,168.62. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

Mr. Mathis provided the Board with a bi-weekly report on the SCOP (Small County Outreach Program) County Road 392 project. Mr. Mathis reported the contractor paved the structural course last week, and all the widening was completed the week before. Mr. Mathis stated a small pumping issue has occurred on the road, and they have consulted with the contractor and engineer and have met with FDOT at the site to discuss how to proceed. Mr. Mathis stated a \$0 change order would be needed to address the issue so money could be moved around between line items in the contract. Mr. Mathis presented the change order to the Board for execution upon FDOT approval of the change order.

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

**TRAVIS HOWELL, ALDAY-HOWELL ENGINEERING INC. – CIGP JOHN F. BAILEY ROAD**

Mr. Howell provided the Board with a report on the CIGP (County Incentive Grant Program) John F. Bailey Road project. Mr. Howell stated the project is running smoothly, and reported the project is about 50% complete. Mr. Howell stated about 90% of the first lift of asphalt has been completed, and the top soil and fill for the shoulders have been started. Mr. Howell stated the drainage on the road is 100% complete. There was further discussion about the work being completed on John F. Bailey Road.

**CHRIS FOREHAND, PANHANDLE ENGINEERING – LAP CHIPOLA ROAD SIDEWALK PROJECT**

Mr. Forehand provided the Board with a report on the LAP (Local Agency Program) Chipola Road Sidewalk project. Mr. Forehand stated the project was started on February 5, and the first pay request has been submitted by the contractor for 8.81% as of February 28. Mr. Forehand stated about 20% of construction has been completed to date. Mr. Forehand stated there has been an issue with existing driveway slopes that would require a change order. Mr. Forehand stated C.W. Roberts Contracting has submitted a change order, and they are in the process of negotiating the change order that would be brought before the Board at the next regular meeting.

**JACK HUSBAND, SOUTHEASTERN CONSULTING ENGINEERS – SCOP SUGGS ATTAWAY ROAD**

Mr. Husband provided the Board with a report on the SCOP Suggs Attaway Road project. Mr. Husband stated the contractor has replaced a segment of pipe that was damaged during installation, has performed sod installation around the mitered end section and headwalls, and has broadcast seed over the barren areas at the end of the project limits. Mr. Husband stated Ms. Snowden has worked with FDOT to resolve the agreement adjustments and Mr. Edenfield would be able to start work on the road as soon as his schedule will allow. Mr. Husband stated there is one pay request outstanding, but it has not been approved at this time.

**SANDY KELLY – SHIP BIDS**

Attorney Fuqua opened and read aloud the SHIP bids.

SHIP Bids				
Client Names	County Estimate	50% Value of home	Gulf Coast Home Solutions, LLC	Chariot Construction
Leroy Williams	<b>\$18,789.00</b> 20% cap \$3,757.80 \$22,546.80	\$23,317.50	\$-----	\$16,800.00
Mancil Holliday	<b>\$15,500.00</b> 20% cap 3,100.00 \$18,600.00	\$29,000.00	\$16,100.00	\$17,900.00
Eric Andrews	<b>\$23,050.00</b> 20% cap \$4,610.00 \$27,660.00	\$28,917.00	\$27,400.00	\$-----
Ellen Hernandez	<b>\$3,500.00</b> 20% cap \$700.00 \$4,200.00	\$6,833.00	\$3,200.00	\$2,480.00

- ❖ Commissioner Bailey made a motion to award the projects to the low bidder, contingent upon all paperwork being in order. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.

Attorney Fuqua opened a quote from Gulf Coast Home Solutions for repairs to Buddy Kyle's home. Attorney Fuqua stated the quote total is \$8,800.00 for repair of the ceiling and the trim around windows. Commissioner Bailey asked if any other quotes were received. Mr. Dowling Parrish stated one (1) other quote was received for \$14,500 from Chariot Construction, but included a range hood and electrical repairs in addition to the ceiling and window repair.

- ❖ Chairman Wise made a motion to accept the \$8,800.00 quote from Gulf Coast Home Solutions. There was further discussion about the repairs to Mr. Kyle's home. Commissioner Bailey seconded the motion. Commissioner Bailey stated Mr. Parrish would need to meet with Mr. Stone about the project to make sure what he has proposed is acceptable, and a disclaimer to the County from Mr. Kyle would be needed before work begins. Commissioner McDougald stated he would like to remind the Board again that Mr. Dan Clemons took photos showing water damage to the home before any work was completed with the Weatherization program. The motion passed 4-1. Commissioner McDougald opposed.

**TIM JENKS, MAINTENANCE DEPARTMENT**

Mr. Jenks stated the maintenance department has been very busy. Mr. Jenks stated all the mowers have been serviced and grass cutting has begun. Mr. Jenks stated he has been spending a lot of time at the courthouse lately (new HVAC system). Mr. Jenks stated opening day of ball season went well. Mr. Jenks stated there are many things that could be done at the parks in the county, but funding and staff are limited. Mr. Jenks stated he would like to thank the prison for the inmates they provide because without them not everything that is done would be completed. Mr. Jenks provided the Board with pictures of the ball fields, and stated they prep the fields before all games. Attorney Fuqua stated he found out Marianna spends \$400,000 on their recreation department each year. Mr. Jenks stated Calhoun County could not be compared to counties like Gulf and Jackson County, as we do not have the revenue these counties have. There was further discussion about the parks.

**CLIFFORD EDENFIELD, ROAD DEPARTMENT**

Mr. Edenfield stated the Road Department has many projects they are currently working on. Mr. Edenfield stated they have plans to start work on Suggs Attaway Road and the Hugh Creek Park



basketball court on Monday. Mr. Edenfield stated they are currently working on Big Mac Road, and would begin work on Troy McCroan Road (HMGP local match) next. Mr. Edenfield stated the Road Department has completed clearing Bears Head Road (HMGP local match) of trees and brush, and work would begin there as soon as possible. Mr. Edenfield stated bids on the four (4) HMGP (Hazard Mitigation Grant Program) projects would be received and opened at the April 10 Board meeting, and would give them a definite amount on how much money (force account labor, equipment, and materials) needs to be spent on each project to meet the 25% local match required from the County. Mr. Edenfield stated the Road Department has begun cutting grass with some inmate crews today, and hopefully within three (3) weeks the mowing tractors would be running again.

**RITA MAUPIN, DIRECTOR OF LIBRARY SERVICES**

Ms. Maupin provided the Board with an update on the activities of the libraries. Ms. Maupin stated they thought there was a major issue with the roof leaking at Mossy Pond Library, but upon further investigation by Mr. J.K. Newsome, he thought the water spots on the ceiling were old. Ms. Maupin stated they would be keeping an eye on the spots with the rain that is forecast to come to make sure they do not get worse. Ms. Maupin stated Mr. Newsome has attached a written report regarding the A/C unit at the Blountstown Library. Commissioner McDougald stated the roof at the Mossy Pond Library is flat, and the fused membrane on top of the building started leaking before the building was completed. Commissioner McDougald stated the only way to fix a flat top roof leak is to put another roof on top of it that has some slant. Commissioner McDougald stated if it is found repairs are needed, the money for repairs needs to go toward a new roof. There was further discussion about the roof at Mossy Pond Library. Ms. Maupin gave a statistical report to the Board from the last month at the libraries. Mr. Newsome addressed the Board regarding the A/C unit at Blountstown Library. Mr. Newsome stated last month when they discussed the unit with the Board, the biggest concern was the large air handler in the mezzanine that has some faulty components. Mr. Newsome stated to begin with they were looking more toward replacing the components in the box, but they have discovered mixing components would cut down the efficiency of the system since the industry is moving from R-22 to R4-10-A and would void the warranty. Mr. Newsome stated they are now trying to look at a way of removing the current air handler and installing a new one. Mr. Newsome stated there is a vent over the back door of the building that could possibly be large enough to do this, but it is unknown if the new unit would be too big to go through the space. Mr. Newsome stated TRANE is currently researching part numbers for a new unit, and once they know what unit would be needed they could decide if the space available would be large enough to fit the unit through. There was further discussion about the A/C system. Commissioner Bailey asked about the \$1,500 quote listed in the report in the handout. Mr. Newsome stated this is how much it would cost to patch the existing unit to keep it cooling the building until new parts are ready. Commissioner Bailey stated this is a cheap price, and if the work is warrantied it would be a good idea to do since hot weather would be here soon. There was further discussion about the A/C unit. Ms. Maupin stated they would be installing hot water at Shelton's Library and at Hugh Creek Library in order to continue with their meal program through the Calhoun County School Board this summer. Ms. Maupin stated even though they are only serving the meals and not preparing them, they must still have hot water.

**DOWLING PARRISH, BUILDING OFFICIAL**

Mr. Parrish stated he has been busy with permits and inspections over the past month. Mr. Parrish stated he collected \$7,897.50 in permits and licenses.

Commissioner McDougald asked if the issue with Ms. McKelvin's home has been looked into further. Mr. Parrish stated as far as he knows the issue has been settled. Chairman Wise stated he heard Mr.



Manning completed additional work on the home after the last Board meeting. Ms. Kelly stated she found out there was more work done on the heater than was reported to her, and she is supposed to get a list from Mr. Manning (Chariot Construction) on what was actually done. Commissioner McDougald asked if Ms. McKelvin is satisfied now. Ms. Sandy stated she has not heard from Ms. McKelvin since the last meeting. Chairman Wise stated if there are any further issues, Ms. Kelly should call the State to come review the file. There was further discussion about the SHIP program.

#### **JUDY BISS, COUNTY EXTENSION OFFICE**

Ms. Biss stated even though there has been some cold weather lately spring is happening at the Extension office and has been reflected in the increased number of calls regarding lawn and garden care. Ms. Biss stated the 4-H program has chicks hatching at Carr and Altha schools, and Ms. Cherry is working on science projects at all the elementary schools as well. Ms. Biss stated Bee College would be held March 23 and 24, and there are currently 145 registered to attend the event. Ms. Biss stated the event would be held at Blountstown High School, and would include bee-keeping classes for all skill levels. Ms. Biss stated Barkman Apiaries would be allowing the use of about sixty (60) of their hives for demonstration purposes. Ms. Biss stated this Friday, March 16, there would be pesticide training at the Extension office. Ms. Biss stated the EPA is requiring that anyone who wishes to apply the herbicide dicamba in a dicamba tolerant crop must receive dicamba training before applications in 2018.

#### **ADAM JOHNSON, INTERIM EMERGENCY MANAGEMENT DIRECTOR**

Mr. Johnson passed around a spreadsheet of daily river readings taken every morning, and stated these readings are available each day on the Emergency Management Facebook page. Mr. Johnson gave a brief update of the daily activities of the Emergency Management Office and informed the Board of upcoming events. Mr. Johnson stated Calhoun County Emergency Management would be hosting CERT (Community Emergency Response Team) training at the end of April, would be participating in an exercise with Calhoun Liberty Hospital and several supporting agencies in order to test real response capabilities and have an effective improvement plan resulting from the exercise, and this Friday they would be participating in an active shooter exercise with the Sheriff's office and local school staff.

Mr. Johnson stated prior to this meeting, he met with Attorney Fuqua, Mr. Parrish, and several City Council members to try to resolve an issue with the HLMP (Hurricane Loss Mitigation Program) that was discussed last week about conflicting ordinances for home improvements within flood zones. Mr. Johnson stated a possible solution of a variance was identified to make safety improvements and structure hardening acceptable. Attorney Fuqua stated two (2) potential solutions were discussed. Attorney Fuqua stated one solution was to get clarifications from the State under the flood insurance policy that there is not a lifetime (maximum) window of improvement costs in flood zones. Attorney Fuqua stated the other solution was the homeowner could seek a variance from the City Council for home improvements. Attorney Fuqua stated if clarification could not be received from the State, it would be up to the homeowner to request a variance from the City.

Commissioner Bailey stated the County entered into an agreement with Arcadis earlier in the year for \$9,800 for them to work on the County's Comprehensive Emergency Management Plan update, and the task order stated the work would be complete on January 31. Mr. Johnson stated Arcadis submitted the final plan to Emergency Management, which they in turn submitted to the State for review in December. Mr. Johnson stated it was determined the time line was too short for the State to review the plans and have them completed by January 31. Mr. Johnson stated the State has a sixty (60) day window to respond to the submitted plans. Mr. Johnson stated they received a reply from the State in mid-January with their recommended changes, and since then they have been working with Arcadis to make



the changes and are working on a new time line to address the issues identified with the plan. Mr. Johnson stated he would follow up with additional emails on the subject. There was further discussion about the Comprehensive Emergency Management Plan. Commissioner Bailey asked what modifications had to be made for the plan. Mr. Johnson stated some of the improvements they suggested revolve around having a debris management plan, and the County does not have an updated debris management plan. Mr. Johnson stated the State has recommended the County update their debris management plan for the Comprehensive Emergency Management Plan. Mr. Johnson stated this is a whole other project that is being pursued to address the issues with the Comprehensive Emergency Management Plan. Commissioner Bailey stated the County does not even have a certified debris pit. Mr. Johnson stated this is one of several projects currently being pursued. Commissioner Bailey asked how much the County has been billed from Arcadis on the project. Mr. Johnson stated he is not sure, and Commissioner Bailey asked Clerk Hand to check on the amounts. Mr. Wood stated one of the things they are looking into, and has talked to the Board about in the past, is designating debris management sites throughout the County. Mr. Wood stated the airport and Ocheessee Park have been designated currently, but more areas are needed. Mr. Wood stated these sites are needed for the debris management plan. Commissioner Bailey stated the temporary staging sites are needed, but a certified debris pit is also needed for reimbursement in the event of a natural disaster. Mr. Wood stated they are working on getting Watson Pit certified currently. There was further discussion about Watson Pit.

Commissioner McDougald asked what involvement Emergency Management had in the cleanup from the fire at the auto parts store in Altha. Mr. Johnson stated they took thirteen bags of quick absorb litter to the site to place on the parking lot to mitigate the hazmat run-off from the chemicals in the store. Mr. Johnson stated he has spoken with the DEP (Department of Environmental Protection) who have asked him to do site visits periodically to be their eyes in the field.

#### **JOE WOOD, DIRECTOR OF OPERATIONS**

Mr. Wood stated one bid from Gulf Coast Home Solutions was received for the Recycling Center repairs. Mr. Wood opened the sealed bid, and stated the project was bid per door opening (three openings) and by the linear foot for inside metal, outside metal, and purling on the floor. The scope of the project will be determined by the available funds. Mr. Wood stated he would like to look over the bid and bring back a recommendation to the Board at the next meeting. There was Board consensus for Mr. Wood and Ms. Snowden to look over the bid and bring back a recommendation.

Mr. Wood stated the County has certain responsibilities dictated by the Florida Statutes on how to deal with County held tax certificates, and periodically the County has to review these tax certificates. Mr. Wood stated he has broken down the tax certificates the County holds into five (5) categories, and the Statutes deal differently with each category. Mr. Wood stated the County has nine (9) County held tax certificates that, based on the current assessed value per the Property Appraiser, are valued at over \$5,000. Mr. Wood stated on county held tax certificates over \$5,000, the Statute stated the county must apply for a tax deed on the properties. Mr. Wood stated there are two (2) that fall under the home exemption rule, which says if the tax liability is less than \$250 the county cannot apply for a tax deed. Mr. Wood stated there are twenty-three (23) properties that were previously valued at more \$5,000 but have fallen in value below \$5,000, and the Statute says they county may apply for a tax deed on these properties. Mr. Wood stated there are fifty-eight (58) properties that were previously valued at less than \$5,000, and are still valued at less than \$5,000. Mr. Wood stated on these properties the Statute states the county may apply for a tax deed. Mr. Wood stated there are eighty-five (85) certificates only on the mineral rights of properties and they are all valued at under \$20. Mr. Wood stated there are a total of 175 county-held tax certificates. The cost to apply for each tax deed is approximately \$500. Mr. Wood



stated in the past the County only applied for tax deeds (mandatory) when the assessed value was in excess of \$5,000. His recommendation to the Board is to only apply for tax deeds the County is mandated by Florida Statutes to purchase, which would be the nine (9) valued at over \$5,000. There was further discussion about the tax certificates. Commissioner Bailey asked if the Board has ever purchased tax deeds in the past. Attorney Fuqua stated the Board has only bought the ones they had to purchase. Mr. Wood stated the last time the Board applied for tax deeds there were four with an assessed value of greater than \$5,000. There was further discussion about tax deeds and lands available for taxes. Clerk Hand stated she would provide the Board further information at the next Board meeting regarding the list of land available for taxes for which there were no bidders at the public sale.

- ❖ Commissioner McDougald made a motion to purchase the nine (9) tax deeds required of the County. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

#### **CHELSEA SNOWDEN, PROJECTS AND GRANTS COORDINATOR**

Ms. Snowden presented to the Board for approval the final pay application for C.W. Roberts Contracting, Inc. for the SCRAP River Street project in the amount of \$45,396.65.

- ❖ Commissioner McDougald made a motion to approve the final pay application. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden presented to the Board for approval and execution the Florida Fish and Wildlife Commission agreement for the Neal Boat Landing improvement grant in the amount of \$396,847.00.

- ❖ Commissioner Jones made a motion to approve the agreement with FWC for the Neal Boat Landing improvement grant. Commissioner McDougald seconded the motion. Commissioner Bailey asked where the County is with the submerged land permit that is needed. Mr. Justin Ford stated some paperwork was submitted in 2013 but was never formally approved, and after they sent in additional paperwork, the State asked them to re-submit everything that was submitted in 2013 so it would all be together so they are packaging these items to send. Mr. Ford stated they would have the submerged land lease before construction begins. Mr. Ford stated they would also need to speak with Neal Land and Timber Company about the rock jetty that extends out beside the boat ramp because it is right beside their property. Mr. Ford stated DEP generally requires a buffer to adjacent properties, but as long as approval is granted from Neal Land and Timber, this should not be an issue. The motion passed unanimously 5-0.

Ms. Snowden presented to the Board for approval a contract amendment request to be sent to the Division of Historical Resources for the old courthouse brick re-pointing. The amendment reduces repointing to 3,800 square feet, a reduction of 1,200 square feet. Ms. Snowden stated the amendment would have to be executed before the County can move forward since there would be a change in the scope of work listed.

- ❖ Commissioner McDougald made a motion to approve the contract amendment. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden stated she and Mr. Brandon Purvis have been working together on some transportation alternative program grants, and one of the requirements of the grants is for the Board to pass a resolution in order for the grants to be applied for. Ms. Snowden stated these projects are separate from the other FDOT program grants, and are more of a Community Traffic Safety Team initiative. Ms. Snowden stated these are projects that have been brought up and discussed during Community Traffic Safety Team meetings.



Mr. Purvis stated the County would be submitting applications to the Transportation Alternatives Program for four (4) different projects through the Community Traffic Safety Team. Mr. Purvis stated he would need a motion to adopt each resolution and authorization for staff to submit the subsequent applications.

Mr. Purvis presented to the Board for approval Resolution 2018-06 for the CR 69A Phase III B Construction of Paved Shoulders. Mr. Purvis stated the project has already been funded for design, and this application would be for construction funding. Mr. Purvis read the resolution by title.

**RESOLUTION NO. 2018-06**

A RESOLUTION BY THE CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA, TO SUPPORT CONSTRUCTION OF COUNTY ROAD 69A PAVED SHOULDERS PHASE IIIB PROJECT WITH TRANSPORTATION ALTERNATIVE PROGRAM FUNDING; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, walking helps meet the goals of Chapter 339.175 Florida Statutes – Metropolitan Planning Organization – to serve the mobility needs of people while minimizing transportation related fuel consumption and air pollution; and

WHEREAS, the Center for Disease Control (CDC) encourages people to walk for fitness, transportation and fun; and

WHEREAS, MAP-21, the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (P.L. 112-141), was signed into law by President Obama on July 6, 2012, to address growing concerns about air quality, open space, and traffic congestions. The Transportation Alternative Program (TAP) strengthens the cultural, aesthetic, and environmental aspects of the Nation’s intermodal transportation system; and

WHEREAS, this support is consistent with FDOT, CDC, and MAP-21 policies supporting alternative means of transportation.

NOW THEREFORE be it resolved by THE BOARD OF COUNTY COMMISSIONERS of Calhoun County, Florida that: they support the construction of 69A Paved Shoulders Phase III B Project.

PASSED AND DULY ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA ON THIS 13<sup>TH</sup> DAY OF MARCH, 2018.

- ❖ Commissioner McDougald made a motion to approve Resolution 2018-06 and for authorization for staff to submit the application. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Mr. Purvis presented to the Board for approval Resolution 2018-07 for the CR 69A Phase IV Construction of Paved Shoulders. Mr. Purvis stated the application would be for design and construction funding for the project. Mr. Purvis read the resolution by title.

**RESOLUTION NO. 2018-07**



A RESOLUTION BY THE CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA, TO SUPPORT DESIGN AND CONSTRUCTION OF COUNTY ROAD 69A PAVED SHOULDERS PHASE IV PROJECT WITH TRANSPORTATION ALTERNATIVE PROGRAM FUNDING; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, walking helps meet the goals of Chapter 339.175 Florida Statutes – Metropolitan Planning Organization – to serve the mobility needs of people while minimizing transportation related fuel consumption and air pollution; and

WHEREAS, the Center for Disease Control (CDC) encourages people to walk for fitness, transportation and fun; and

WHEREAS, MAP-21, the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (P.L. 112-141), was signed into law by President Obama on July 6, 2012, to address growing concerns about air quality, open space, and traffic congestions. The Transportation Alternative Program (TAP) strengthens the cultural, aesthetic, and environmental aspects of the Nation’s intermodal transportation system; and

WHEREAS, this support is consistent with FDOT, CDC, and MAP-21 policies supporting alternative means of transportation.

NOW THEREFORE be it resolved by THE BOARD OF COUNTY COMMISSIONERS of Calhoun County, Florida that: they support the design and construction of 69A Paved Shoulders Phase IV Project.

PASSED AND DULY ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA ON THIS 13<sup>TH</sup> DAY OF MARCH, 2018.

- ❖ Commissioner McDougald made a motion to approve Resolution 2018-07 and for authorization for staff to submit the application. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Mr. Purvis presented to the Board for approval Resolution 2018-08 for the CR 274 West project. Mr. Purvis stated the application would be for design and construction funding for the project. Mr. Purvis stated they have been asked to look into the bus transfer area where 73A meets CR 274. Mr. Purvis stated there is currently no parking or directions for student drop off, and in this application, they would propose to make this area safer with paved parking, striping, and signage. Mr. Purvis read the resolution by title.

#### **RESOLUTION NO. 2018-08**

A RESOLUTION BY THE CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA, TO SUPPORT DESIGN AND CONSTRUCTION OF COUNTY ROAD 274 WEST OF SHELTON’S CORNER PAVED SHOULDERS PROJECT WITH TRANSPORTATION ALTERNATIVE PROGRAM FUNDING; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, walking helps meet the goals of Chapter 339.175 Florida Statutes – Metropolitan Planning Organization – to serve the mobility needs of people while minimizing transportation related fuel consumption and air pollution; and



WHEREAS, the Center for Disease Control (CDC) encourages people to walk for fitness, transportation and fun; and

WHEREAS, MAP-21, the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (P.L. 112-141), was signed into law by President Obama on July 6, 2012, to address growing concerns about air quality, open space, and traffic congestions. The Transportation Alternative Program (TAP) strengthens the cultural, aesthetic, and environmental aspects of the Nation's intermodal transportation system; and

WHEREAS, this support is consistent with FDOT, CDC, and MAP-21 policies supporting alternative means of transportation.

NOW THEREFORE be it resolved by THE BOARD OF COUNTY COMMISSIONERS of Calhoun County, Florida that: they support the design and construction of the CR 274 West Paved Shoulders Project.

PASSED AND DULY ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA ON THIS 13<sup>TH</sup> DAY OF MARCH, 2018.

- ❖ Commissioner Hall made a motion to approve Resolution 2018-08 and for authorization for staff to submit the application. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.

Mr. Purvis presented to the Board for approval Resolution 2018-09 for the CR 167 project. Mr. Purvis stated the application would be for design and construction funding for the project. Mr. Purvis read the application by title.

#### **RESOLUTION NO. 2018-09**

A RESOLUTION BY THE CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA, TO SUPPORT DESIGN AND CONSTRUCTION OF COUNTY ROAD 167 PAVED SHOULDERS PROJECT WITH TRANSPORTATION ALTERNATIVE PROGRAM FUNDING; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, walking helps meet the goals of Chapter 339.175 Florida Statutes – Metropolitan Planning Organization – to serve the mobility needs of people while minimizing transportation related fuel consumption and air pollution; and

WHEREAS, the Center for Disease Control (CDC) encourages people to walk for fitness, transportation and fun; and

WHEREAS, MAP-21, the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (P.L. 112-141), was signed into law by President Obama on July 6, 2012, to address growing concerns about air quality, open space, and traffic congestions. The Transportation Alternative Program (TAP) strengthens the cultural, aesthetic, and environmental aspects of the Nation's intermodal transportation system; and

WHEREAS, this support is consistent with FDOT, CDC, and MAP-21 policies supporting alternative means of transportation.

NOW THEREFORE be it resolved by THE BOARD OF COUNTY COMMISSIONERS of Calhoun County, Florida that: they support the design and construction of CR 167 Paved Shoulders Project.

Calhoun County Commissioners Meeting – March 13, 2018



PASSED AND DULY ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA ON THIS 13<sup>TH</sup> DAY OF MARCH, 2018.

- ❖ Commissioner Hall made a motion to approve Resolution 2018-09 and for authorization for staff to submit the application. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden stated the Department of Economic Opportunity is interested in holding a round table discussion in Calhoun County with local leaders, as well as staff from different State agencies, at the end of May in order to discuss needs in Calhoun County. Ms. Snowden asked the Board to think about what date they would like to have the round table discussion and where they would like it to be held.

Ms. Snowden stated that at the special Board meeting on March 8 the Board adopted the small purchasing policy from the federal procurement guidelines in order to receive quotes for the project management of the HMGP program. Ms. Snowden presented to the Board the three (3) quotes she received regarding project management for the HMGP program. Ms. Snowden stated Arcadis submitted a quote of \$33,486.00, Wheeler Emergency Management Consulting submitted a quote of \$39,950.00, and Capital Engineering and Consulting LLC submitted a quote of \$29,000.00. Ms. Snowden asked the Board how they would like to proceed with the quotes. There was further discussion about the project management for the HMGP projects.

- ❖ Commissioner McDougald made a motion to accept the low quote from Capital Engineering and Consulting LLC. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden opened and presented the Board with the RFP (Request for Proposals) packets for the Altha Elementary School Sidewalk Design project. Ms. Snowden stated the proposal evaluations would be due at the March 27 Board meeting.

Ms. Snowden opened and presented the Board with the RFQ (Request for Qualifications) packets for Continuing Engineering Services. Ms. Snowden stated the proposal evaluations would be due at the March 27 Board meeting. Ms. Snowden stated the Commission would short list the firms, and asked the Board how many firms they would like to short-list. Commissioner Bailey stated he thought the Board should rank them all and then short-list the firms at the next meeting.

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

Mr. Ford stated Silas Green Road and Alliance Road are still in the process of being surveyed.

Mr. Ford stated the HMGP construction projects have been advertised. (These will be advertised on March 21, 2018)

Mr. Ford stated a pre-construction meeting was held yesterday for the CDBG (Community Development Block Grant) projects and the anticipated start date for the projects is next Monday, March 19. Mr. Ford stated there are components of the projects that would be completed by the Road Department.

**CARLA A. HAND, CLERK OF COURT AND COUNTY COMPTROLLER**

Clerk Hand asked Board permission to declare obsolete and dispose of a Xerox copier, asset #1657.

- ❖ Commissioner Bailey made a motion to declare obsolete and dispose of asset #1657. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.



Clerk Hand stated she would need to prepare a budget amendment for the approved work on Mr. Buddy Kyle's home and needs the Board to determine the funding source.

- ❖ Chairman Wise made a motion to fund the Buddy Kyle project from the reserve for contingencies line item. Commissioner Bailey seconded the motion. The motion passed 4-1. Commissioner McDougald opposed.

Clerk Hand stated the Board was provided with a proposed agreement from Mr. Snowden for additional services to work on the Comprehensive Plan.

- ❖ Commissioner Bailey made a motion to accept Mr. Snowden's proposal. Commissioner Hall seconded the motion. Commissioner Bailey asked where the Board would pay this additional expense from in the budget. Clerk Hand stated the Board could take this amount from the reserve for contingencies. The motion passed unanimously 5-0.
- ❖ Commissioner Bailey made a motion to move funds from the General Fund reserve for contingencies line item for the additional services agreement with Mr. Snowden. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Clerk Hand stated tonight the Board selected a company other than Arcadis for the project administration for the HMGP projects, and they have indicated they already did some work on the project for approximately \$1,000.

- ❖ Commissioner Bailey made a motion to pay Arcadis for the work they have completed on the HMGP project administration. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0. Commissioner Bailey stated a copy of the work done so far needs to be requested from Arcadis. Clerk Hand stated a list of what has been done would be requested, and already have the request for payment and the quarterly report.

Clerk Hand stated she would find out how much has been billed to Arcadis for the Comprehensive Emergency Management Plan and email the information to the Board members.

Clerk Hand stated the list of lands for purchase is on the Clerk's website. Clerk Hand stated anyone could purchase these lands, but no one has because the taxes owed on them are so large. Clerk Hand stated Attorney Fuqua would get more information about the Statute regarding these lands for sale for the Board. There was further discussion about the lands available for purchase.

#### **ATTORNEY TIME**

Nothing to report.

#### **COMMISSIONER TIME**

#### **COMMISSIONER MCDOUGLAD**

Nothing to report.

#### **COMMISSIONER JONES**

Nothing to report.

#### **COMMISSIONER BAILEY**

Commissioner Bailey stated the County is in need of more inmates from Calhoun Correctional Institution to work with the Road Department and Maintenance Department. Commissioner Bailey stated he



thought the Board should send the warden a letter requesting more inmates. Mr. Edenfield stated their inmate crews are being held in the prison because the correctional officers have to work the main unit due to understaffing, or have to go to Gulf Correctional Institution to work hospital duty. Mr. Edenfield stated they rarely get a full crew. Chairman Wise stated he does not foresee the situation getting better because of the hiring situation at the prison. Commissioner Bailey stated he believes a letter signed by the Chairman would help. Commissioner McDougald stated the City has been getting six (6) inmates every day, that he has seen them working. There was further discussion about checking out inmates. Chairman Wise stated he would not mind signing a letter to the warden.

Commissioner Bailey stated if the Board could find an engineer willing to donate some time, it would be nice to have a design for a new roof for the Mossy Pond Library to solve the problems with the flat roof. Commissioner McDougald asked if there was enough money to pay for a roof at Mossy Pond Library in the fund Ms. Maupin is paying for the A/C unit for the Blountstown Library. Clerk Hand stated the funds were provided by the W. T. Neal Foundation, and are designated for use at Blountstown Library. (W. T. Neal Foundation providing the funding for construction of the Blountstown Library.)

Commissioner Bailey asked when the submerged land lease for Neal Boat Landing would be obtained. Mr. Ford stated the lease should be ready by the end of next week.

Commissioner Bailey stated a pad is being built in the southwest part of the county to put a platform on for the exploratory oil well, and possibly around the month of May construction would begin.

**COMMISSIONER HALL**

Commissioner Hall asked if the money approved for Mossy Pond Volunteer Fire Department has been released yet. Clerk Hand stated the check was approved by the Board at tonight's meeting and would be available tomorrow.


**CHAIRMAN WISE**

Nothing to report.

There being no further business, the meeting adjourned at 8:37 p.m., CT.

  
DANNY RAY WISE, CHAIRMAN

ATTEST:

  
CARLA A. HAND, CLERK

**RESOLUTION NO. 2018-06**

**A RESOLUTION BY THE CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA, TO SUPPORT CONSTRUCTION OF COUNTY ROAD 69A PAVED SHOULDERS PHASE IIIB PROJECT WITH TRANSPORTATION ALTERNATIVE PROGRAM FUNDING; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS, walking helps meet the goals of Chapter 339.175 Florida Statutes – Metropolitan Planning Organization – to serve the mobility needs of people while minimizing transportation related fuel consumption and air pollution; and**

**WHEREAS, the Center for Disease Control (CDC) encourages people to walk for fitness, transportation and fun; and**

**WHEREAS, MAP-21, the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (P.L. 112-141), was signed into law by President Obama on July 6, 2012, to address growing concerns about air quality, open space, and traffic congestions. The Transportation Alternative Program (TAP) strengthens the cultural, aesthetic, and environmental aspects of the Nation’s intermodal transportation system; and**

**WHEREAS, this support is consistent with FDOT, CDC, and MAP-21 policies supporting alternative means of transportation.**

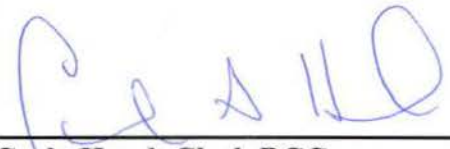
**NOW THEREFORE be it resolved by THE BOARD OF COUNTY COMMISSIONERS of Calhoun County, Florida that: they support the construction of 69A Paved Shoulders Phase III B Project.**

**PASSED AND DULY ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA ON THIS 13<sup>TH</sup> DAY OF MARCH, 2018.**

**Calhoun County  
Board of County Commissioners**

**Attest:**

  
\_\_\_\_\_  
**Danny Ray Wise, Chairman BCC**

  
\_\_\_\_\_  
**Carla Hand, Clerk BCC**



**RESOLUTION NO. 2018-07**

**A RESOLUTION BY THE CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA, TO SUPPORT DESIGN AND CONSTRUCTION OF COUNTY ROAD 69A PAVED SHOULDERS PHASE IV PROJECT WITH TRANSPORTATION ALTERNATIVE PROGRAM FUNDING; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS, walking helps meet the goals of Chapter 339.175 Florida Statutes – Metropolitan Planning Organization – to serve the mobility needs of people while minimizing transportation related fuel consumption and air pollution; and**

**WHEREAS, the Center for Disease Control (CDC) encourages people to walk for fitness, transportation and fun; and**

**WHEREAS, MAP-21, the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (P.L. 112-141), was signed into law by President Obama on July 6, 2012, to address growing concerns about air quality, open space, and traffic congestions. The Transportation Alternative Program (TAP) strengthens the cultural, aesthetic, and environmental aspects of the Nation’s intermodal transportation system; and**

**WHEREAS, this support is consistent with FDOT, CDC, and MAP-21 policies supporting alternative means of transportation.**


**NOW THEREFORE be it resolved by THE BOARD OF COUNTY COMMISSIONERS of Calhoun County, Florida that: they support the design and construction of 69A Paved Shoulders Phase IV Project.**

**PASSED AND DULY ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA ON THIS 13<sup>TH</sup> DAY OF MARCH, 2018.**

**Calhoun County  
Board of County Commissioners**

**Attest:**

  
\_\_\_\_\_  
**Danny Ray Wise, Chairman BCC**

  
\_\_\_\_\_  
**Carla Hand, Clerk BCC**

**RESOLUTION NO. 2018-08**

**A RESOLUTION BY THE CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA, TO SUPPORT DESIGN AND CONSTRUCTION OF COUNTY ROAD 274 WEST OF SHELTON'S CORNER PAVED SHOULDERS PROJECT WITH TRANSPORTATION ALTERNATIVE PROGRAM FUNDING; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS, walking helps meet the goals of Chapter 339.175 Florida Statutes – Metropolitan Planning Organization – to serve the mobility needs of people while minimizing transportation related fuel consumption and air pollution; and**

**WHEREAS, the Center for Disease Control (CDC) encourages people to walk for fitness, transportation and fun; and**

**WHEREAS, MAP-21, the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (P.L. 112-141), was signed into law by President Obama on July 6, 2012, to address growing concerns about air quality, open space, and traffic congestions. The Transportation Alternative Program (TAP) strengthens the cultural, aesthetic, and environmental aspects of the Nation's intermodal transportation system; and**

**WHEREAS, this support is consistent with FDOT, CDC, and MAP-21 policies supporting alternative means of transportation.**

**NOW THEREFORE be it resolved by THE BOARD OF COUNTY COMMISSIONERS of Calhoun County, Florida that: they support the design and construction of the CR 274 West Paved Shoulders Project.**

**PASSED AND DULY ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA ON THIS 13<sup>TH</sup> DAY OF MARCH, 2018.**

**Calhoun County  
Board of County Commissioners**

**Attest:**

  
\_\_\_\_\_  
**Danny Ray Wise, Chairman BCC**

  
\_\_\_\_\_  
**Carla Hand, Clerk BCC**



**RESOLUTION NO. 2018-09**

**A RESOLUTION BY THE CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA, TO SUPPORT DESIGN AND CONSTRUCTION OF COUNTY ROAD 167 PAVED SHOULDERS PROJECT WITH TRANSPORTATION ALTERNATIVE PROGRAM FUNDING; AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, walking helps meet the goals of Chapter 339.175 Florida Statutes – Metropolitan Planning Organization – to serve the mobility needs of people while minimizing transportation related fuel consumption and air pollution; and

WHEREAS, the Center for Disease Control (CDC) encourages people to walk for fitness, transportation and fun; and

WHEREAS, MAP-21, the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (P.L. 112-141), was signed into law by President Obama on July 6, 2012, to address growing concerns about air quality, open space, and traffic congestions. The Transportation Alternative Program (TAP) strengthens the cultural, aesthetic, and environmental aspects of the Nation's intermodal transportation system; and

WHEREAS, this support is consistent with FDOT, CDC, and MAP-21 policies supporting alternative means of transportation.

NOW THEREFORE be it resolved by THE BOARD OF COUNTY COMMISSIONERS of Calhoun County, Florida that: they support the design and construction of CR 167 Paved Shoulders Project.

PASSED AND DULY ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA ON THIS 13<sup>TH</sup> DAY OF MARCH, 2018.

Calhoun County  
Board of County Commissioners

Attest:

  
\_\_\_\_\_  
Danny Ray Wise, Chairman BCC

  
\_\_\_\_\_  
Carla Hand, Clerk BCC