

CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
MINUTES
JUNE 4, 2013

PRESENT AND ACTING:

THOMAS G. FLOWERS, CHAIRMAN
DARRELL MCDUGALD
LEE SHELTON
LEE LEE BROWN
WILLIE T. GRANT

DEPUTY, MANUEL HIRES
MATT FUQUA, ATTORNEY
CARLA A. HAND, CLERK
CARLA PEACOCK, DEPUTY CLERK

The meeting was called to order by Chairman Flowers at 6:00 p.m., CT. The Prayer and Pledge of Allegiance to the Flag were led by Commissioner Brown.

APPROVAL OF MAY 21, 2013 MINUTES

A motion to approve the May 21, 2013 Minutes was made by Commissioner McDougald, seconded by Commissioner Grant. The motion passed unanimously (5-0).

DONALD STANLEY, PREBLE RISH, INC.

Mr. Stanley updated the Board on the Iola Road widening and resurfacing project. He reported all items of work have been completed except for installing asphalt and striping. Commissioner McDougald asked if sod, seed and mulch were reimbursable. Mr. Stanley stated this was a D.O.T. project and those items are eligible for reimbursement.

Mr. Stanley presented to the Board for approval and execution Change Order #1 for an increase of \$29,951.63 to North Florida Construction for the Catalyst Site for sod and installation of concrete inlets and pipes.

A motion was made to approve Change Order No. 1 by Commissioner McDougald, seconded by Commissioner Grant. The motion passed unanimously. (5-0)

Mr. Stanley presented to the Board for approval and execution Resolution 2013-14: A Resolution of the Calhoun County Board of County Commissioners, to support construction of

SR 69 sidewalk lighting extension with Transportation Alternative Program funding and providing for an effective date.

A motion to approve and execute Resolution 2013-14 was made by Commissioner McDougald, seconded by Commissioner Brown and passed unanimously. (5-0)

Mr. Stanley presented to the Board for approval and execution Resolution 2013-15: A Resolution of Calhoun County to support construction of CR 69A PAVED SHOULDERS PHASE II (BIKE LANES) with Transportation Alternative Program funding and providing for an effective date.

A motion to approve and execute Resolution 2013-15 was made by Commissioner McDougald, seconded by Commissioner Shelton and passed unanimously. (5-0)

Mr. Stanley presented to the Board for approval and execution Resolution 2013-16: A Resolution of Calhoun County to support construction of Sam Atkins Park Sidewalk Extension Phase I (Silas Green Street) with Transportation Alternative Program funding and providing for an effective date.

A motion to approve and execute Resolution 2013-16 was made by Commissioner Brown, seconded by Commissioner McDougald and passed unanimously. (5-0)

Mr. Stanley presented to the Board for approval and execution Resolution 2013-17: A Resolution of Calhoun County to support construction of Chipola Road Sidewalk Extension with Transportation Alternative Program funding and providing for an effective date.

A motion to approve and execute Resolution 2013-17 was made by Commissioner Grant, seconded by Commissioner Brown and passed unanimously. (5-0)

Mr. Stanley presented to the Board for approval and execution Resolution 2013-18: A Resolution of Calhoun County to support construction of Sam Atkins Park Sidewalk Extension Phase II (SR 20) with Transportation Alternative Program funding and providing for an effective date.

A motion to approve and execute Resolution 2013-18 was made by Commissioner Brown, seconded by Commissioner McDougald and passed unanimously. (5-0)

Attorney Fuqua reported to the Board he has received information that the owner of the Pine Island water system has drafted a letter to the Department of Environmental Protection stating she is abandoning the water system. Attorney Fuqua stated by Florida Statute, the County must appoint a receiver to accept the water system.

Mr. Stanley stated once the County has received the water system, it would open the door for possible grant funding. The current owner is a private entity and is not eligible for grant funding.

Mr. Stanley stated Preble Rish had previously completed a Preliminary Engineering Report on the water system. Mr. Stanley stated the report includes a breakdown of the total cost to operate the water system. Chairman Flowers asked Mr. Stanley to bring the report to the next board meeting.

Chairman Flowers inquired about the bids on the Health Department roof. Mr. Stanley stated the ad for bids will run on June 5th and the bids will be opened at the next board meeting.

ANGIE SMITH, EMERGENCY MANAGEMENT DIRECTOR

Ms. Smith reported to the Board she has scheduled a Hurricane briefing for Monday, June 10, 2013 at 10:00 a.m. in the Emergency Operations Center. Ms. Smith stated Kelly Godsy, Meteorologist with the National Weather Service, will give a presentation on the Hurricane forecast for this season. Ms. Smith stated all agencies that work with Emergency Management will be invited to attend.

Ms. Smith reported in the past the Magnolia Fire Department had been designated as an alternate Emergency Operations Center. Ms. Smith stated she doesn't think this structure qualifies because the alternate EOC needs to be a County owned building with a backup generator and internet access. Ms. Smith asked the Board to designate the Mossy Pond Library as an alternate Emergency Operations Center.

A motion to designate the Mossy Pond Library as an alternate Emergency Operations Center was made by Commissioner McDougald, seconded by Commissioner Shelton. The motion passed unanimously. (5-0)

DEPARTMENT HEADS MONTHLY REPORTS

TIM JENKS

Mr. Jenks gave his monthly update on the activities of the Maintenance Department. He stated household garbage being dumped at County parks is an ongoing problem. He stated every Monday morning the Maintenance crew goes to every park and every boat landing, including Johnny Boy Landing.

RONNIE STONE

Mr. Stone reported he issued one 911 address last month. Mr. Stone reported that he and Dan Clemons built one hundred street signs that were put up in the Town of Altha in 2 ½ days with

the assistance of an inmate work crew. Mr. Stone reported the 911 system is running smoothly and he completed one hundred forty 911 telephone updates last month.

ELTON MCDANIEL

Mr. McDaniel gave each Commissioner a typed monthly report outlining the activities of the Road Department. Chairman Flowers asked Mr. McDaniel to bring a list to the next board meeting of all outfall ditches that need attention.

Chairman Flowers stated he was informed that a Road Department mower ran over a safety sign for trucks entering the highway and it needs to be replaced. Mr. McDaniel stated this had been taken care of.

There was discussion about the contract with USDA to trap beavers. Mr. McDaniel stated there is an ongoing problem with beavers building dams on River Rd, Lee Farm Rd, Amaziah Peacock Rd and Troy McCroan Rd. There is \$2500 budgeted to pay for beaver trapping. Mr. McDaniel stated to his knowledge the beaver trapper has caught only one beaver.

Attorney Fuqua stated the County does not have to use USDA; there are other state certified beaver trappers in our area.

Commissioner Brown stated James Warner is a local beaver trapper. Judy Ludlow stated John Dunlap is also a beaver trapper.

Joe Wood will follow up and report back at the next board meeting.

JUDY LUDLOW, IFAS Extension Agent

Ms. Ludlow presented the Board with her monthly report. She stated the 4-H Youth Program is currently focused on planning summer day camps and gearing up for the annual trip to Camp Timpooshee during the week of June 17, 2013.

The Big River Cattlemen's Association has increased its membership from two active members to 42 active members.

Ms. Ludlow reported there is a new insect, the Kudzu Bug which is an invasive pest from Asia which feeds on legume plants including kudzu, soybean, wisteria, and some lima beans. The Kudzu Bug is about the size of a pencil eraser, lays white eggs in two rows on the underside of plant leaves.

The next Extension Overall Advisory Committee Meeting is scheduled for June 26, 2013.

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DOWLING PARRISH, BUILDING OFFICIAL

Mr. Parrish reported to the Board he sold two house permits, a permit for a Church and some service upgrades. He stated he had checked on Cochran's mobile home park and Mr. Cochran is in compliance.

DAN CLEMONS, SHIP

Mr. Clemons reported he is currently writing up SHIP and Weatherization projects. There are three Weatherization jobs that will pre-bid this week and two SHIP jobs for next week that will pre-bid and they will all be ready for opening at the June 18th Board meeting.

Mr. Clemons stated his office has not received any other funding from the state or federal level at this time.

JOE WOOD, PUBLIC WORKS DIRECTOR/GRANTS COORDINATOR

Mr. Wood stated the transaction for the sale of 1.661 acres from Marlene Young to the County in exchange for an easement will take place on June 5, 2013.

Mr. Wood stated Dan Clemons is currently training to obtain a license to spray pesticide on the County right-of-ways.

Mr. Wood reported Ricky Couch is doing a good job at the Recycling Center.

Mr. Wood stated even though the County doesn't own Johnny Boy Boat landing or Look-n-Tremble, he believes the County should continue to pick up and haul the garbage because Water Management has an employee who picks it up, but does not haul it off.

ATTORNEY FUQUA

Attorney Fuqua stated there is a conflict between the County and the Union's policy on a Drug Free Workplace with the Union's policy being stricter. Attorney Fuqua recommended modifying the County Drug Free Workplace policy to reflect the Union Policy so that employees would be subject to termination on the first offense.

Attorney Fuqua informed the Board the Clerk's Office has received a Notice of Filing with EEOC on Pace Wood. Attorney Fuqua stated the Notice was forwarded to the insurance carrier and there is nothing more to do at this time.

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CLERK HAND

Clerk Hand presented to the Board a request for approval and execution of Resolution 2013-13. Clerk Hand explained the Budget Resolution as follows: The Budget Resolution (2013-13) presented for your consideration is a net overall reduction in the 2012-2013 budget for CTF I (Road Department) of \$2,460,217; a result of the culmination of the FEMA 1785 and FEMA 1831 projects based upon the best estimates we have at this time. These estimates were the result of discussion with the Emergency Management Director, Angie Smith and comparison of general ledger expenditures with those submitted or to be submitted for closeout by Emergency Management.

Also presented for your information is the budget for CTF I before and after proposed Budget Resolution 2013-13 with YTD actual as of 05/29/2013.

Please note it will be very important to monitor Road & Street (11541) expenditures carefully to stay within the revised budget amounts; please notice the remaining available budget for June, July, August, and September is minimal and does not include funds for construction projects other than minor maintenance of existing roads.

Since all FEMA 1785 and FEMA 1831 projects are now complete there should be no more expenditures (force account, professional services, or contractual) with the exception of \$4,625 for a cross drain and headwall on Jap Austin Road.

Additional adjustments were also made reducing revenue in the 2011-2012 fiscal year for expenditures on FEMA 1785 and FEMA 1831 projects which are not reasonably expected to be reimbursed. These adjustments were for expenditures reportedly either in excess of the PW (Project Worksheet) or beyond the scope of work approved by FEMA. Please be aware as closeouts continue some of the estimates could increase or decrease depending upon items accepted or eliminated as FEMA reimbursable. Another concern is the extension of FEMA 1785 has not been approved yet.

A motion was made to approve and execute Resolution 2013-13 by Commissioner McDougald, seconded by Commissioner Shelton. The motion passed unanimously. (5-0)

Clerk Hand gave an update on the budget process and stated the Clerk's office will present a balanced budget by July 15th which is required by Florida Statute. Clerk Hand stating the budget process is progressing nicely. Clerk Hand suggested a series of workshops should be scheduled after July 15th to discuss items that may need adjustment.

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COMMISSIONER TIME

COMMISSIONER MCDUGALD

Commissioner McDougald stated he will work to figure out what the best plan of action would be on the Pine Island Water System.

Commissioner McDougald informed the Board the Town of Altha is in poor financial condition and there has been discussion about dissolving the Town of Altha. He stated if this happens, the County will have a water system, sewer, and garbage service to deal with. Commissioner McDougald asked the County to include streets in the Town of Altha in each grant cycle because they don't have a road department or sufficient funds.

COMMISSIONER SHELTON

Commissioner Shelton asked Clerk Hand to provide him with a line item financial statement on revenue expenditures of the operating budget before the next Board meeting. Clerk Hand stated she would provide this to all the Commissioners.

COMMISSIONER BROWN

Commissioner Brown discussed having more sporting events at Sam Atkins Park to bring additional revenue into the County. He stated he would like to schedule some workshops and form an Activities Committee to work on getting more events scheduled at the Park.

A motion to hold a workshop on June 18, 2013 at 4:00 p.m. CT to discuss Sam Atkins Park was made by Commissioner Brown, seconded by Commissioner Shelton. The motion passed unanimously. (5-0)

COMMISSIONER GRANT

Commissioner Grant turned over his time to speak to Road Department employee Ben White. Mr. White brought up his concerns with the chain of command and supervisors within the Road Department. He stated he recently had a verbal altercation with employee Troy Wood and found out later that Troy Wood was his supervisor.

Attorney Fuqua recommended a meeting with all Road Department employees, the Road Superintendent, Chairman Flowers and Joe Wood, Public Works Director to discuss the personnel issues within the Road Department.

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A meeting was scheduled for Thursday, June 6, 2013 at 9:00 a.m. at the Road Department. Chairman Flowers instructed Elton McDaniel to inform Mr. Adkins, Road Superintendent of the meeting and to have all Road Department employees in attendance.

CHAIRMAN FLOWERS

Chairman Flowers discussed funding requests from various agencies who occupy space on the third floor of the Courthouse. He noted the County pays the utility bills and other bills for these offices and some of the donated space is used only a few times per month. Chairman Flowers stated the County recently paid approximately \$300.00 to repair a telephone for one of the agencies. He stated this is valuable space other Courthouse offices may need to utilize and he asked the other Commissioners to take a look at the donated office space within the next two weeks so they can discuss this at the next Board meeting.

Chairman Flowers brought to the Board's attention that some of the Value Adjustment Board (VAB) members are no longer active and the County Commission must appoint new members to the VAB. Commissioner McDougald currently serves on the VAB Board and stated he is willing to serve another term. The Commission must appoint a citizen member who owns homestead property in the County. Mr. Ellis Nichols currently serves as the citizen appointee. Chairman Flowers asked Commissioner Shelton to speak to Mr. Nichols to find out if he would be willing to serve another term.

Chairman Flowers brought up for discussion the office space in the Old Courthouse being used by The Apalachee Regional Planning Council. Chairman Flowers stated he had heard the Council was moving out of the space in the Old Courthouse.

Commissioner McDougald stated he serves on the Board of Directors for the Apalachee Regional Planning Council and brought up his concerns with the Council's Director, Charles Blume. Commissioner McDougald stated he has never been able to reach Mr. Blume in his office or by telephone and received very little cooperation from his staff. Commissioner McDougald stated the County pays the Council approximately \$5,000 per year and they do very little for the County. He stated the Council's staff has been reduced by approximately 25% and they have been talking about reducing the amount of office space they occupy. Commissioner McDougald stated the County receives approximately \$1,000 to \$1,500 per month from the Council and this probably doesn't cover the utility bill. Clerk Hand stated it doesn't cover the utility bill, but the Sheriff's office is also located in the Old Courthouse.

Chairman Flowers stated he would like to move the Sheriff's Department to the some of the office space on the first floor of the Old Courthouse to give citizens more access to the Sheriff's office and asked Attorney Fuqua for advice. Attorney Fuqua stated to check and see if there is a lease agreement with the Council and go from there. Chairman Flowers asked the Clerk's office to check on the lease.

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Chairman Flowers inquired about the status of the lease presented to Dr. Farooqi. Attorney Fuqua stated Dr. Farooqi signed the lease today. Attorney Fuqua stated the lease term is six months at \$1,500 per month.

Chairman Flowers stated he asked Commissioners in a previous meeting to come up with some projects to add to the list of milling projects he will turn in to DOT. Commissioner Shelton stated he would like to add Shelton's Park and Mossy Pond Library to the list.

Chairman Flowers stated the County website is coming along very well. Kristy Terry, Chamber Director is continuing to work on the design and is gathering photos for the website.

Chairman Flowers stated he received an email from the Chamber of Commerce regarding the baseball tournament this week at Sam Atkins Park and it is expected that over 1,000 people will be coming to Calhoun County for these tournaments. He stated the Chamber is making up welcome bags for all of the coaches to let them know about the different businesses and things to do in Calhoun County.

Chairman Flowers stated he met with Emergency Management Director, Angie Smith and Rick Johnson with Big Bend Sporting Goods regarding flotation devices being placed at the Blountstown Boat Landing. Ms. Smith stated it is possible through an Emergency Management grant to have a board constructed to hold the life jackets. Chairman Flowers stated Mr. Johnson has graciously agreed to donate life jackets and keep a supply of life jackets at the landing. He stated he also spoke to Louie Robinson with the Fish and Wildlife Commission (FWC) office and Mr. Robinson thought it was a great idea and stated FWC would help in any way they could. Chairman Flowers stated Sheriff Kimbrel and Emory Godwin will have inmates mark the life jackets so they can be identified as donor jackets .

Chairman Flowers asked the Commissioners to notice which fallout ditches in their district need attention and let Mr. Bill Adkins know.

Chairman Flowers stated St. Joe Land Company gave the County permission to move the damaged restroom at Chipola Park.

Chairman Flowers stated Margie Laramore, Supervisor of Elections has asked for permission to move the photos of Veterans to the first floor back entrance.

Chairman Flowers discussed the problems with littering in the Chipola River and other landings and asked for ideas on how to curb this.

Chairman Flowers brought up for discussion the Resolution 2013-12 amending the number of members on the IDA Board. Attorney Fuqua stated there is an opinion by Attorney General Pam Bondi that the IDA Board cannot have more than five members. Attorney Fuqua stated the County Commission will appoint one Commissioner to the IDA Board and the other four

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Commissioners will each appoint someone from their district. Commissioner McDougald asked to bring this before the IDA Board before it is voted on.

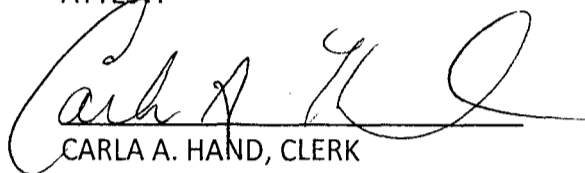
Chairman Flowers stated the Clerk's office and Sheriff's Department have been receiving phone calls regarding camping at various boat landings. He stated the Clerk's office located some records that stated the County did not have the authority to authorize camping.


Chairman Flowers appointed Commissioner Brown to hear a grievance filed by employee Trent Cauley.

MEETING ADJOURNED

There being no further business, a motion was made by Commissioner Grant to adjourn, seconded by Commissioner Shelton. The motion passed (5-0) to adjourn this meeting at 8:25 p.m.

ATTEST:


CARLA A. HAND, CLERK


THOMAS G. FLOWERS, CHAIRMAN

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