

CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING MINUTES
MARCH 4, 2014

PRESENT AND ACTING:

THOMAS G. FLOWERS, CHAIRMAN
WOODROW "LEE" SHELTON, VICE-CHAIRMAN
WILLIE T. GRANT
DARRELL MCDOUGALD
MARION "LEE LEE" BROWN

TOMASI F. MATAUTIA, DEPUTY
MATT FUQUA, ATTORNEY
CARLA A. HAND, CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
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 MINUTES

- ❖ A motion to approve the February 18, 2014 Regular Minutes and to approve vouchers for warrants 1402-1GS; 1403-1G; 1403-1RD; 1403-1L; 1403-1E; 1403-1S; and Payroll Vendor Checks 02282014 was made by Commissioner McDougald, seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

Chairman Flowers reminded everyone the Board recently adopted a Public Participation Policy pursuant to F.S. 286.0114 and those on the agenda will have three minutes to speak on their topic. The public will also have an opportunity to speak prior to any vote.

BECKY SMITH, TAX COLLECTOR – BIDS TO ADVERTISE DELINQUENT TAX ROLL

Ms. Smith asked the Board to open the bids. Attorney Fuqua opened and read aloud the bids as follows:

The County Record	.30 per line per week
Calhoun-Liberty Journal	.29 per line per week

The Board discussed giving The County Record preference for being a local business as long as the bid is within 5% of the lowest bid; it was determined The County Record met this requirement. The Board asked The County Record as the local bidder to match the low bid of .29 per line, per week. Robert Turner, owner of The County Record was in attendance and said he would match the low bid of .29 per line, per week.

- ❖ A motion was made to award the bid to The County Record for advertising the delinquent tax roll at .29 per line, per week by Commissioner McDougald, seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

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BID – CR 69 SOUTH, C.I.G.P. PROJECT

The County Attorney opened and read aloud the bids.

<i>CONTRACTOR</i>	<i>BID AMOUNT</i>
ROBERTS & ROBERTS	\$920,721.90
C.W. ROBERTS CONTRACTING	\$939,368.00
ANDERSON COLUMBIA	\$1,108,341.32

- ❖ A motion was made to award the bid to the apparent low bidder Roberts & Roberts by Commissioner McDougald, seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

BID – SHIP RESIDENTIAL SEPTIC SYSTEMS

The County Attorney opened and read aloud the bids. Only one contractor (Yoder Septic Service) submitted bids. The attorney explained the Thomas Dawsey bid of \$5,825 is for a mounded trench with added fill.

<i>CLIENT</i>	<i>YODER SEPTIC SERVICE</i>
WILLIAM CASTLEBERRY	\$3,075.00
THOMAS DAWSEY	\$5,825.00
JUNE CLEMONS	\$3,225.00

- ❖ A motion was made to award the SHIP Residential Septic System bids to Yoder Septic Services by Commissioner Shelton, seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

JONATHON LYONS – HIREPATRIOTS

Mr. Lyons explained that HirePatriots has started a Veterans Green Projects Initiative to collect electronic waste. Mr. Lyons asked the Board to enter into an agreement with HirePatriots to pick up electronic waste (eWaste) at no charge to the County. Mr. Lyons stated the company would place a container at any location designated by the Board for the electronic waste to be deposited. Mr. Lyons said any household electronics could be collected. Mr. Lyons introduced Anthony Gendreau, HirePatriots Veteran Ambassador for Florida. Mr. Gendreau provided an overview of HirePatriots and the Veterans Green Projects Initiative. Mr. Gendreau said HirePatriots creates economic stimulus by creating jobs for Veterans. He stated the company is 100 percent Veteran operated.

- ❖ A motion to approve and execute the Agreement with Veterans Green Projects Initiative was made by Commissioner McDougald, seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

ALBERT JOHNSON – ANNUAL CAR SHOW AT COOPER’S PARK

Mr. Johnson was not present. Commissioner Grant said Mr. Johnson made arrangements to hold the car show in another location.

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DEPARTMENT HEADS

TIM JENKS – MAINTENANCE SUPERINTENDANT

Mr. Jenks updated the Board on the activities of the Maintenance Department for the month of February.

1. Mowed grass at County Parks.
2. Assisted the Road Department with picking up trash along County Roads.
3. Household garbage being dumped at Parks and Boat Ramps continues to be a problem.
4. All but one of the broken windows have been replaced at Kinard Community Center.

Commissioner Grant asked Mr. Jenks about the following:

1. Drinking water at Hugh Creek Library
 - o Mr. Jenks stated the water is tested and treated regularly.
2. Weak boards on porch at Hugh Creek Library
 - o Dan Clemons does the maintenance for the Library and has this on his list.
3. Problem with vehicles driving near picnic tables at Cooper's Park and getting bogged down.
Commissioner Grant asked if fencing could be installed to prevent this.
 - o Mr. Jenks stated he would extend fencing to prevent driving in the wet area.

Projects for March:

1. Paint Cooper's Park
2. Build a base for the sink at Cooper's Park to prevent vandalism
3. Put up fencing at Cooper's Park near the pavilion to prevent cars from going onto wet area.
4. Cool seal roof at Shelton's Park

DAN CLEMONS, WEATHERIZATION MANAGER

1. Mr. Clemons said he is planning to remove drinking fountain from Hugh Creek Library,
 - ❖ Ms. Maupin, Library Director stated the Library provides bottled water to the public.
2. Assisted Emergency Management Director with Residential Construction Mitigation Program (RMCP). Three homes are scheduled to receive repairs. Bids will be opened at the next Board Meeting.
3. Weatherization Program – Paperwork being processed on three homes. Bids will be opened at the April 1, 2014 Board Meeting.
4. Mr. Clemons presented to the Board for approval and execution Change Order No. 002 – North Apron Extension Phase 2 an addition of \$ 6,535.00 to the contract price and an addition of 46 days to complete the contract work. Mr. Clemons reported this change order is the solution to the wet density problem by tilling four inches of sand into the subsurface.
 - ❖ A motion to approve and execute Change Order No. 002 was made by Commissioner McDougald, seconded by Commissioner Grant. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

JUDY LUDLOW, COUNTY EXTENSION DIRECTOR

Ms. Ludlow presented each Commissioner with a handout of her monthly report.

UF/IFAS Extension Calhoun County - Current Projects

- Beekeeping in the Panhandle Classes are underway, Calhoun County's 15 participants are part of over 200 tuning into the series from across the panhandle. There are two more classes and a bee yard field day left to go.
- Gardening and Agriculture questions are picking up as the weather warms.

- This coming Saturday I and Master Gardeners will be sprucing up the containers in the front of the building for spring and summer gardens.
- Ms. Ludlow reported the 4-H Clover Bud Club is growing and they need a volunteer for this.

Requests to Board:

- **Green Industries Best Management Practices (GI-BMPs) Training for County Employees:** The GIBMP training is an educational program for people working in lawn-care and landscape maintenance. The GI-BMP program teaches environmentally safe landscaping practices that help conserve and protect Florida's ground and surface waters.
- Florida Statute 482.1562 states that all commercial fertilizer applicators must have a license from the Florida Department of Agriculture and Consumer Services (FDACS) by January 1, 2014.
- Additionally, "Institutional Applicators" such as, but not limited to, owners, managers or employees of public lands, schools, parks, religious institutions, utilities, industrial or business sites and any residential properties maintained in condominium and/or common ownership **are also required to pass the training.**
- There is a training being offered at the Washington County Extension Office on March 11th in Chipley.
- Based on these training requirements, will the Board of County Commissioners approve travel for Mr. Tim Jenks and/or any other County employee that will benefit by attending the one-day training on March 11th in Chipley? Mr. Wood recommended two County employees obtain training and licensure.

RITA MAUPIN- CALHOUN COUNTY LIBRARY DIRECTOR

Ms. Maupin submitted a report for October 2013 -January 2014 most of which was generated from the new KOHA Circulation system. The report provides information as to how residents are served by the Library System in each of the six Library facilities.

DOWLING PARRISH, BUILDING OFFICIAL

Mr. Parrish gave his monthly report to the Board.

- | | |
|--|------------------|
| • Issued 14 building permits | \$2,827.00 |
| • Issued 7 licenses | \$350.00 |
| • <u>State surcharge tax collected</u> | <u>\$106.00</u> |
| • Total collected | \$3283.00 |

- Bid five SHIP jobs last month, four were awarded; the Patterson project was overbid and rejected.
- Completed home inspections
- Issued one new construction building permit

Mr. Parrish reported Mr. Floyd Jemison, homeowner, is not satisfied with the SHIP Contractor performing work on his home and does not want the Contractor back at his home to complete the project. The Contractor, Curtis Lewis, approached the Board and after much discussion, said he would not go back to Mr. Jemison's home. Mr. Lewis said he would get the sub-contractors to finish the job if this is agreeable to Mr. Jemison. Mr. Parrish said he would speak with the Mr. Jemison to see if he will agree to the project being completed by the subcontractors.

Mr. Parrish presented to the Board for approval and execution SHIP Contract Change Order No. 1 - Nealy home contract addition of \$2,800 to replace rotten floors, remove black mold, sheetrock and paint.

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- ❖ A motion to approve and execute SHIP Contract Change Order No. 1 –Nealy home was made by Chairman Flowers, seconded by Commissioner Grant. Chairman Flowers called for public comment. There were no comments from the public. The motion passed 5-0.

RONNIE STONE, 911 COORDINATOR

Mr. Stone gave his monthly report to the Board.

- 142 telephone updates
- Installed 22 signs
- 9 addresses issued
- Net-Clock installation completed on February 2, 2014 - Installation fee of \$570.43
- Working on 2014 Spring Grant in the amount of \$13,698.67 for rural counties and requests the Chairman's signature on the application.

ELTON MCDANIEL – ROAD DEPARTMENT

Mr. McDaniel presented a monthly written report to the Board.

Chairman Flowers asked Mr. McDaniel to follow up on the following:

1. Culvert pipes on CR 275 and CR 287 are crushed and impeding water flow
2. Watson Pit – repair pot holes on County portion
3. Beaver Dam on River Road
4. Grade road up to entrance to the Pioneer Settlement and around the 160 acres

Commissioner Brown asked Joe Wood to find out about requirements for using contractor to remove beavers.

Chairman Flowers called for a recess at 7:10 p.m.

Chairman Flowers called the meeting back to order at 7:20 p.m.

DONALD STANLEY, COUNTY ENGINEER

Mr. Stanley said he reviewed the bid (CIGP CR 69S) from Roberts & Roberts and everything was in order noting he will come back to the Board at the next meeting with a deduct change order bringing the contract amount in line with the grant budget.

Mr. Stanley presented to the Board for approval and execution FDOT Task Order in the amount of \$9,973.40 for engineering of the Silas Green Street Resurfacing and Widening Project.

- ❖ A motion to approve and execute the Engineering Task Order for Resurfacing and Widening Silas Green Street was made by Commissioner Brown, seconded by Commissioner Shelton. The Chairman called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

Chairman Flowers stated his concern with the timeframe for the Pine Island Water Project. Attorney Fuqua had the draft which showed the closeout by February 2015.

BOB FLECK, IDA BOARD

Mr. Fleck provided the Board with a copy of the Notice of the Airport Layout Plan Workshop on March 18, 2014.

Mr. Fleck introduced Mr. Steve Henriques, Vice-President of URS Corporation. Mr. Henriques said the purpose of the Workshop and public meeting is to discuss and plan the five year work program. Mr. Henriques said the

Governor wants to double aviation funding in 2015. Mr. Henriques encouraged the Board to be present and provide input at the Airport Layout Plan Workshop.

Commissioner Brown asked Mr. Henriques if the road to Magnolia Fire Department could be paved if there were remaining funds when the Airport entrance road is resurfaced. Mr. Henriques responded this FDOT Project will likely be turned over to Preble-Rish Engineering. Commissioner Brown asked Donald Stanley, Preble-Rish Engineering, if it was possible to pave the road to Magnolia Fire Department. Mr. Stanley responded the Board would need permission from FDOT also noting the budget on this project is very tight. Mr. Stanley said if they get permission from FDOT and funds are available he would pursue paving the road to the Fire Department.

Bob Fleck stated the project priorities are

1. Entrance Road to Airport
2. Road between Catfish Plant and Airport
3. Road to Magnolia Fire Department

ANGIE SMITH

1. Ms. Smith informed the Board she is working on the last three Project Worksheets for the DR-1785 FEMA closeouts. Ms. Smith stated nine have been submitted to the State and are under review. She said once these last three are finished this will complete the FEMA closeouts.
2. Ms. Smith informed the Board the Annual Hazmat Amnesty Day will be held at the Recycling Center on April 26, 2014 from 8:00 a.m. until 12:00 p.m.
3. Ms. Smith notified the Board of a "real" hazmat event last week. A truck spilled approximately 100 gallons of diesel fuel on Hwy 20 in front of Tatum's Hardware. Ms. Smith commended the Calhoun County Road Department, Sheriff's Department, Blountstown Police Department, Fire Departments, FWC, Joe Wood, Ronnie Stone, Tatum's Hardware, FDOT and DEP for their assistance.

Chairman Flowers inquired about the status of the John F. Bailey Road project. Ms. Smith said they are waiting on the permits to be issued.

JOE WOOD, DIRECTOR OF OPERATIONS

1. Mr. Wood asked for permission from the Board to advertise for a 15' Bush Hog Rotary Mower for the Road Department. Mr. Wood said this equipment is not offered through the National Purchasing Contract.
 - ❖ A motion to advertise for bids on a 15' Bush Hog Rotary Mower was made by Commissioner McDougald, seconded by Commissioner Brown. Chairman Flowers called for public comment. There were not comments from the public. The motion passed unanimously 5-0.
2. Mr. Wood informed the Board he is meeting with a representative from a door company to obtain a second quote to make the front doors of the Courthouse ADA compliant. He already has one quote.
3. Mr. Wood informed the Board WastePro requested a meeting and he and Commissioner McDougald will be meeting with WastePro representatives to look for a way to increase users for their garbage service in Calhoun County.

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4. Mr. Wood said Attorney David House recently sent a letter to West Florida Electric regarding charging Calhoun County to move utility poles on Buddy Johnson Road.

Chairman Grant asked Mr. Wood to check on several driveways that needed millings on Wrennie Moody Road. Mr. Wood said he would follow up on this.

5. Mr. Wood updated the BOCC on the progress of the pole barn being constructed at the Road Department (equipment auction proceeds). He also stated at this time he does not have any information on a service truck and asphalt trailer sought by the Road Department to be purchased from the equipment auction proceeds.
6. Mr. Wood noted the spraying program will start two to three weeks prior to planting time.

CLERK TIME

Clerk Hand asked the Board for permission to surplus and junk Asset #350 – old 5 ton AC unit at the PanCare location further explaining the unit was recently replaced when it became nonoperational.

(The vendor disposed of the old unit)

- ❖ A motion to give the Clerk permission to surplus and junk Asset #350 was made by Commissioner McDougald, seconded by Commissioner Shelton. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

ATTORNEY TIME

1. Attorney Fuqua said he received a check from the Jones' for hangar rent in the amount of \$1,232.69.
2. Attorney Fuqua said he met with the Airport Board and revised the lease. Attorney Fuqua said he toured the Airport and everything looks good.

COMMISSION TIME

COMMISSIONER MCDOUGALD

1. Commissioner McDougald said he received a phone call from a Dixie Youth League Coach with a complaint about cursing and negative remarks made about the Coach at a Dixie Youth Meeting. Attorney Fuqua said the Board is not part of the Dixie Youth Organization. Commissioner Brown suggested the Dixie Youth Coach find out who the oversight agency is for Dixie Youth League and contact them.
2. Commissioner McDougald asked Joe Wood to see if asphalt millings could be placed at the entrance to the Pioneer Settlement and the Park in Altha.

COMMISSIONER GRANT

Nothing to report

COMMISSIONER SHELTON

Nothing to report

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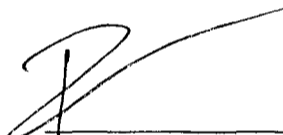
COMMISSIONER BROWN

Commissioner Brown said he received a complaint about a garbage can that has not been picked up for several months and garbage is spilling over. Commissioner Brown said he suspects the garbage bill has not been paid and this is why the can is not being picked up. Mr. Wood said he would address this issue with WastePro.

Commissioner McDougald asked whether the 911 list could be used to identify garbage customers with the Attorney responding no.

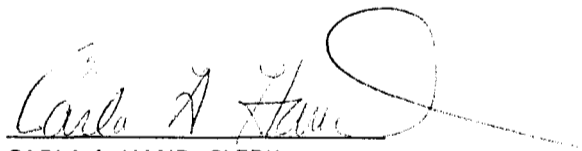
CHAIRMAN FLOWERS

1. Chairman Flowers reminded everyone about the Super Council Meeting on Thursday, March 20, 2014 at 5:30 p.m. at the Blountstown Public Library.
2. Chairman Flowers said the Legislative Delegates meeting was held in the Board Room on Friday, January 21, 2014 and there was great turnout.
3. DEO Representatives will visit Calhoun County for economic development planning session Thursday, March 6, 2014 from 9:00 a.m. – 12:00 p.m. in the Extension Building.
4. Rural Tourism and Economic Development Seminar will be held Friday, April 4, 2014 at Chipola College from 9:00 a.m. – 4:30 p.m.
5. Chairman Flowers said the Annual Chamber of Commerce Banquet was held this past Thursday evening and they were sold out with over 200 attending. The Chamber gave some figures – for every \$1.00 spent with a local business, .73 remains local. When you purchase out of town, approximately only .40 stays local. Chairman Flowers encouraged everyone to buy locally.
6. Commissioner Grant said he was asked by a member of Ms. Sheard's church for a donation to Relay for Life and also mentioned he was told Liberty County donated. The Chairman asked the Clerk to find out if the Liberty County Board of County Commission made a donation to Relay for Life.
7. Chairman Flowers reported the Sheriff is negotiating with several counties for housing female inmates.



THOMAS G. FLOWERS, CHAIRMAN

ATTEST:



CARLA A. HAND, CLERK

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