

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
SPECIAL MEETING MINUTES
SELECTION OF EMERGENCY PROGRAM CONTRACTUAL SERVICES AND 2014-2015 BUDGET
REGULAR MEETING ROOM – 5 PM CT
JULY 22, 2014**

PRESENT AND ACTING:

COMMISSIONERS:

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

**MATT FUQUA, ATTORNEY
CARLA HAND, CLERK OF COURT AND COUNTY COMPTROLLER**

The meeting was called to order by Chairman Flowers at 5:00 p.m., CT. Commissioner McDougald led the Prayer and Pledge of Allegiance to the Flag.

The Chairman reminded everyone to have their cell phones on silent or off.

APPROVAL OF MINUTES

- ❖ A motion to approve the July 1, 2014 Workshop Minutes (Employee Pay) and approval of the July 15, 2014 Workshop Minutes (Airport General Consulting Services Presentations) and July 15, 2014 Regular Meeting Minutes with one change (Mr. Wood presented the Sheriff's request of \$857.66 for additional costs incurred for the Sheriff's Summer Youth Camp...Motion by Commissioner Shelton to pay additional costs of \$857.66) was made by Commissioner Brown and seconded by Commissioner Shelton. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

SELECTION OF EMERGENCY PLANNING, DISASTER RECOVERY AND HAZARD MITIGATION GRANT PROGRAM CONTRACTUAL SERVICES

Chairman Flowers asked for questions and comments in regards to the proposed contractual services for Emergency Planning, Disaster Recovery and the Hazard Mitigation Grant Program.

Commissioner McDougald voiced his concern the Emergency Management Director (Angie Smith) was left out of the "loop" in the discussion for these proposed services. He also stated the Board has been asked to make a rushed decision without adequate time to study and think before making a decision. Commissioner McDougald said he spoke with other entities regarding these services with the conclusion they really are not necessary. Commissioner McDougald further asked who was in the "loop". Joe Wood, Director of Operations, addressed the Board to answer Commissioner McDougald's question and stated the option for these services came after the disaster was declared. Mr. Wood also stated the timeline has started and it is short. Mr. Wood also stated using these services will prevent closeout issues that have occurred in the past. Mr. Wood also noted Ms. Smith's workload is full and using these contractors will lessen her burden. Attorney Fuqua stated he researched the company and concluded

these services are contracted for in a lot of places further noting Jackson County is happy with the proposer.

- ❖ Commissioner McDougald made the motion to accept the proposal by CDR MAGUIRE for Emergency Planning, Disaster Recovery and Hazard Mitigation Grant Program Contractual Services.
- ❖ Commissioner Grant seconded the motion.
- ❖ The Chairman called for public comment. There was no public comment.
- ❖ Discussion by the Board:

Commissioner Shelton – this has been too fast. Angie (Emergency Management Director) is short-handed. Angie doesn't have an Angie. I believe the close-out lesson was learned. Ms. Smith stated the problem with the close-outs was cleaning up what was already done.

Commissioner McDougald – this firm will start by preparing Project Worksheets (PW) and end with "Close-outs". We need their services. They must be a bulldog.

Commissioner Shelton – we have a professional in Angie; if the Board will not hire additional help for her then we do need them.

Commissioner Brown – we can hire someone, I would like to hire a Calhoun County person. Commissioner Brown asked Angie Smith for her opinion.

Angie Smith, Emergency Management Director, stated she is confident her office can get the job done; she has more grants now and will need additional staff to help with the declared disaster.

Commissioner Shelton – asked if FEMA will pay for additional staff and would they have to be retained after this project is over? Ms. Smith stated FEMA will fund additional staff and the County can hire them temporarily as needed.

Angie Smith, Emergency Management Director stated the cuts (anticipated paybacks to FEMA) in closeouts were from the ineligible scope of work performed by the County and claimed for reimbursement.

Commissioner McDougald stated Ms. Smith and the County staff did a great job during the rain event. (DR 4177)

Angie Smith, Emergency Management Director stated she will support the Board's decision. She further explained there is a 60 day deadline to write the PW after the FEMA "kickoff" meeting. (The "kickoff" meeting was July 21, 2014 at 10:00 am CT)

Attorney Fuqua asked Ms. Smith if she had time to train new employees. Ms. Smith stated the new person(s) would not be writing the PWs; this would be done by FEMA and the engineers. The employees would be selected with certain skills and stated the learning curve would be steep but it could be accomplished.

- ❖ The motion failed 2-3. (Commissioner Brown, Commissioner Shelton, Chairman Flowers voting no)

2014-2015 BUDGET – ADOPTION OF MILLAGE RATE FOR FORM DR 420

Commissioner McDougald began by stating the request from Keep Calhoun County Beautiful has doubled.

Chairman Flowers mentioned the proposed millage could stay at 10 mills tonight and be reduced during the budget process. He also noted the proposed budget includes spending \$438,920 from reserves; this includes \$375,000 for the replacement of the HVAC system.

Chairman Flowers started the presentations by the Constitutional Officers by asking the Sheriff to come forward and address the Board. Chairman Flowers noted the Sheriff is awaiting additional health insurance renewal rates and also stated the Sheriff's Correction budget increased by \$30,000.

Sheriff Glenn Kimbrel spoke to the Board concerning his 2014-2015 budget request(s) noting there has been no budget increase for the previous two years also stating health insurance and retirement rates have increased. The Sheriff maintained his willingness to work with the Board on the budget also stating he has a mandate to keep the public safe. Sheriff Kimbrel explained his deputies do not make a lot of money and have to work holidays and weekends in what can be a dangerous job. The Sheriff stated \$30,000 is a small increase to ask for. The Sheriff explained his office works hard to reduce costs by logistically locating deputies and by other methods. The Sheriff reiterated the Calhoun County Sheriff's office works hard for the public regardless of the budget. There were no questions for the Sheriff regarding his budget.

Property Appraiser Terry Stone noted his budget is a \$24,000 greater than the prior year also explaining the 3% raises given last year were absorbed without an increase in 2013-2014 by using the funds from a vacant position. Mr. Stone further explained he hired a new employee in the spring (filled the vacancy) and noted increases in FICA and retirement. The Property Appraiser explained the tax roll and highlighted how the increases in Agricultural Land have kept the property values from decreasing. There were decreases in personal property because of annual depreciation. There were no questions for the Property Appraiser regarding his budget.

Tax Collector Becky Smith stated she has an increase in her budget and also explained she expects to be earning additional fees this year of \$22 per concealed weapon permit application processed through the Tax Collector's office. Ms. Smith also anticipates additional fees for issuing Birth Certificates if the State determines this will be done by the Tax Collectors instead of the Health Departments. The Tax Collector informed the Board she is currently working two employees short of full staffing explaining one of the positions has been vacant since April and the other has been vacant since before she took office. Ms. Smith anticipates needing to fill one of the positions prior to November. November is when the property tax function gets busy; she does not want to further stress her staff. The Tax Collector also mentioned these positions may need to be filled if the anticipated increase in her duties takes place. Commissioner Grant asked how much of the \$22 fee will be retained by the County and Ms. Smith answered all of it. There were no questions for the Tax Collector regarding her budget.

Supervisor of Elections Margie Laramore stated her budget increase includes funds for a new server and computer, website fee increases, voter registration software, and increases in retirement. There were no questions for the Supervisor of Elections regarding her budget.

Clerk of Court and County Comptroller Carla Hand

The Clerk explained the Clerk's Office is only partially funded by the Board; explaining the Board funds the Clerk for the Clerk to Board function only. The Clerk of Court function is funded by fees, fines, and court costs and with additional distributions through the State generated from other Clerk excess fees, etc. The Clerk noted Calhoun County does not generate enough fee, fines, and court costs to operate the Clerk of Court function and relies on the excess earnings of other Clerks. (The Court funds can't be used in the Clerk to the Board function.) Commissioner Grant asked the Clerk how much her Court budget increased. The Clerk stated the Court Budget has not yet been approved but only anticipates minimal increases for increases in the retirement rate. There were no other questions for the Clerk regarding her budget.

There was discussion regarding the proposed millage, included in the initial budget draft at 10 mills. The Chairman encouraged the other Commissioners to visit with the Constitutional Officers concerning their budgets and to look for ways to trim the budget. The Chairman also mentioned the air conditioner at the courthouse is on its last leg. The Chairman posed the question. Does the Board wish to adopt the millage for Form DR 420 at 10 mills or 9.90 mills?

- ❖ Commissioner McDougald made the motion to adopt the millage for Form DR 420 at 10 mills with the possibility of lowering the millage rate later during the budget process.
 - ❖ Commissioner Grant seconded the motion.
 - ❖ The Chairman called for public comment. There was no public comment.
 - ❖ Discussion by the Board:
 - Commissioner Brown asked if the millage rate could be lowered later. The answer was yes.
 - Commissioner Grant asked if it is worth it to lower the millage rate.
 - ❖ The motion failed 2-3. (Commissioner Brown, Commissioner Shelton, Chairman Flowers voting no)
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- ❖ Commissioner Shelton made the motion to adopt the millage for Form DR 420 at 9.90 mills.
- ❖ Commissioner Brown seconded the motion.
- ❖ The Chairman called for public comment. There was no public comment.
- ❖ The motion passed 4-1. (Commissioner Grant voting no)

The Clerk advised the Board of the need to have a meeting to determine the changes needed to the proposed budget to bring it to the 9.90 millage rate.

The Chairman set a workshop for 2014-2015 budget discussions on July 28, 2014 at 5:00 pm CT in the Emergency Operations Center (EOC).

Commissioner Shelton asked since we voted not to contract with CDR MAGUIRE what are we going to do about Angie Smith's staff? Commissioner McDougald stated she does not have time to train anyone. Commissioner Shelton stated there will be time. Chairman Flowers asked Ms. Smith to work up the numbers and bring them to the Workshop scheduled for July 28, 2014 in the EOC. There was discussion concerning whether or not this position(s) will be full time or temporary. The Chairman again stated to figure this out and bring back to the workshop on the 28th.

Director of Operations, Joe Wood, addressed the Board concerning the 911 position to be vacated upon the retirement of Ronnie Stone. Mr. Wood stated the Sheriff is willing assume the 911 Coordinator responsibilities using one of his current employees. Mr. Wood said transferring this responsibility to the Sheriff would make it easier to fill the vacancy for someone to help in Emergency Management and Public Works. Mr. Wood would like to bring someone in at an entry level position (\$13/hour) and explained they need to move fast because Mr. Stone will need to provide training to the new employee before leaving.

There were questions on funding of the current position maintained by Mr. Stone. The Clerk stated the Sheriff provided \$6,000/annually to this position through the reduction of a budget transfer. There was discussion the Sheriff agrees to maintain this position by increasing his budget transfer from the Board by \$6,000.

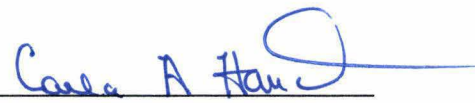
- ❖ Commissioner Grant made the motion to allow the Sheriff to keep \$6,000/annually and retain the 911 Coordinator duties effective at Ronnie Stones retirement.
- ❖ Commissioner McDougald seconded the motion.
- ❖ The Chairman called for public comment. The Tax Collector stated she is concerned about the \$13/hour for an entry level position discussed by Mr. Wood because she has employees that have worked in the Tax Collector's office for years and still do not make \$13/hour. Mr. Wood stated maybe it should pay \$11/hour.
- ❖ The motion passed 5-0.

The meeting adjourned.



THOMAS G. FLOWERS, CHAIRMAN

ATTEST:



CARLA A. HAND, CLERK