

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING MINUTES
December 8, 2014**

PRESENT AND ACTING:

**THOMAS G. FLOWERS, CHAIRMAN
DENNIS JONES
DARRELL MCDUGALD
WOODROW "LEE" SHELTON**

**ZACHARY WHITFIELD, DEPUTY
MATT FUQUA, ATTORNEY
CARLA HAND, CLERK OF COURT AND COUNTY COMPTRROLLER
BECKY BROWN, DEPUTY CLERK**

The meeting held in the Regular Meeting Room was called to order by Chairman Flowers at 6:00 p.m., CT. Commissioner Jones led the Prayer and Pledge of Allegiance to the Flag.

Chairman Flowers reminded everyone to silence their cell phones and reminded those on the agenda they will have three minutes to speak on their topic. The public will have an opportunity to speak on items before the Board votes on a motion.

APPROVAL OF MINUTES

- ❖ A motion to approve the November 18, 2014 Regular Meeting Minutes, vouchers for warrants: 1412-GS, 1412-1GP, 1412-1GC, 1412-1RD, 1412-RDS, 1412-1L, 1412-1E, 1412-1S, 1412-VFD and payroll warrants 120414 and AP-PR14-B21 was made by Commissioner Shelton and seconded by Commissioner Jones. Commissioner McDougald advised there was a "no vote" during the Board reorganization and asked for the November 18, 2014 Regular Meeting Minutes to be approved with this correction. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0. (The minutes were amended to include the "no" vote.)

BID OPENINGS

LIME ROCK BIDS

Donald Stanley, County Engineer, opened and read aloud the Lime Rock bids:

	High Calcium Lime Rock F.O.B. Pick up from Mine/Per Ton	Lime Rock FDOT Spec 911 F.O.B. Pick up from Mine/Per Ton
Marianna Hi-Cal, LLC	\$7.50	\$7.50
Dolomite, Inc.	No Bid	\$7.25

- ❖ A motion to accept the low bid from Marianna Hi-Cal, LLC for "high calcium lime rock" and the low bid from Dolomite, Inc. for "lime rock FDOT Spec 911" was made by Commissioner McDougald and seconded by Commissioner Shelton. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

FRANK SNOWDEN, COUNTY PLANNER

Mr. Snowden informed the Board of the ongoing progress by the subcontractor on the Technical Assistance Grant noting a draft of the Economic Development Element will be available in March 2015 and a draft of the GIS maps and the Comp Plan revisions will be available in April 2015. Mr. Snowden advised the Board the Technical Assistance Grant terminates May 29, 2015.

Mr. Snowden advised the Board of a Public Hearing scheduled for January 13, 2015 at 5:00 PM for consideration of a proposal to allow the conditional use of land for a minor expansion to an existing race track facility.

Mr. Snowden recommended the Board schedule a workshop for either January 27, 2015 or February 10, 2015 to discuss certain Comp Plan land development regulations for increasing public awareness of these regulations. Chairman Flowers advised Mr. Snowden to tentatively set the workshop for February 10, 2015 at 5:00pm.

PHILLIP HILL – EMS GRANTS

Mr. Hill presented the Board with Resolution 2014-29 for the County Award Grant in the amount of \$7,085 which will be used to enhance the First Responder Program with the Volunteer Fire Departments.

RESOLUTION 2014-29

**THE BOARD OF COUNTY COMMISSIONERS
CALHOUN COUNTY, FLORIDA**

WHEREAS, the Board of County Commissioners of Calhoun County, Florida, having met in regular session; and

WHEREAS, the Board of County Commissioners of Calhoun County, Florida, is cognizant of the fact that the Emergency Medical Services (EMS) is beneficial to the citizens and residents of Calhoun County, Florida, and the surrounding counties; and

WHEREAS, the Board of County Commissioners of Calhoun County, Florida, has been aware of the fact that there are grant monies available through the State of Florida, Department of Health and Rehabilitative Services, Bureau of Emergency Medical Services (EMS) to improve and expand the county's pre-hospital EMS and the Board of County Commissioners of Calhoun County, Florida, is also aware that these funds will not be used to supplant the existing County's budget allocations.

BE IT THEREFORE RESOLVED by the Board of County Commissioners of Calhoun County, Florida, that said Board requests the State of Florida, Department of Health and Rehabilitative Services, Bureau of Emergency Medical Services, to award the Board of County Commissioners of Calhoun County, Florida the EMS Grant of \$7,085.00.

BE IT FURTHER RESOLVED by the Board of County Commissioners of Calhoun County, Florida, that these funds will improve and expand the county's pre-hospital EMS and the funds will not be used to supplant the existing County's budget allocations.

DULY PASSED AND ADOPTED by the board of County Commissioners of Calhoun County, Florida, this 8th day of December, 2014.

- ❖ A motion to adopt Resolution 2014-29 was made by Commissioner McDougald and seconded by Commissioner Shelton. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

Mr. Hill presented the Board with an EMS Rural Matching Grant to apply for a new ambulance in the amount of \$150,000.

- ❖ A motion to apply for the EMS Rural Matching Grant was made by Commissioner McDougald and seconded by Commissioner Jones. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

DEPARTMENT MONTHLY UPDATES

TIM JENKS – MAINTENANCE SUPERINTENDENT

Mr. Jenks advised the Board they are continuing to rake and clean up around the Parks, keeping the boat landings clean and picking up a lot of household garbage on the side of the roads. Mr. Jenks stated there are some plumbing issues which are in the process of being fixed at the Courthouse.

Mr. Jenks advised the Board of the continuing progress at the Hugh Creek Park. He stated he would like to pour a sidewalk under the Library for use by the children.

Mr. Jenks also notified the Board the gate/automatic opener would be installed in January at Sam Atkins Park.

DAN CLEMONS – WEATHERIZATION MANAGER

Mr. Clemons advised the Board the Department of Energy requires all Weatherization jobs be signed off on by a Quality Control Inspector. Mr. Clemons stated he has met all the requirements and now is a Qualified Control Inspector.

Mr. Clemons advised the Board he was notified by the State there is additional funding available for 2014 in the amount of \$30,000. Mr. Clemons asked the Board to approve and execute Modification #3 once received.

- ❖ A motion to approve and execute (upon receipt) Modification #3 for a total of \$30,000 was made by Commissioner Shelton and seconded by Commissioner Jones. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

RITA MAUPIN – LIBRARY DIRECTOR

Ms. Maupin advised the Board the Libraries are in the middle of their Christmas programs with Santa. Each child received a free book from Santa along with cookies and other treats.

Ms. Maupin advised the Board the State Library Grant has given 42 children computers to the Libraries.

DOWLING PARRISH – BUILDING OFFICIAL/STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM (SHIP) COORDINATOR

The Building Inspector gave a report of the November 2014 permit collections activity as follows:

- 17 Building Permits issued \$2,967.00 (for Calhoun County)
- Surcharge tax collected \$ 113.80 (for State of Florida)
- 8 Licenses issued \$ 550.00 (for Calhoun County)
- 1 Driveway permit \$ 25.00 (for Calhoun County)

Mr. Parrish explained he inspected footers, roofs, floor systems, electrical upgrades throughout the Calhoun County in November.

Mr. Parrish presented the Board with Change Order #1 (SHIP – Dupuy house project) from Ivey McClain Construction, LLC in the amount of \$200 to tear down, seal off, and cover up the chimney below the roof on the Dupuy house.

- ❖ A motion to approve Change Order #1 for the Dupuy house SHIP project to Ivey McClain Construction, LLC for an additional \$200 (Original Bid \$4,300) was made by Commissioner Jones and seconded by Commissioner McDougald. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

ELTON MCDANIEL – ROAD DEPARTMENT

Mr. McDaniel provided the Board with a written activity report for the month of November recapping the work performed.

Mr. McDaniel advised the Board Truck #2 is down at this time due to a broken axle and a broken valve. Truck #13 is non-functional at this time due to a fuel or electrical problem. Excavator #40 is non-functional at this time due to the main boom cylinder which opens the bucket is inoperable.

Commissioner Jones stated he has received several calls regarding some washouts on the road and graffiti on several signs. Mr. McDaniel stated he would check into the washouts on the road and check on the signs.

JUDY LUDLOW – COUNTY EXTENSION

Ms. Ludlow gave the Board a handout that included the following activities for the month of November:

- Number of local clientele attended UF/IFAS Beef Forage Field Day and Longleaf Pine Workshops.
- Participated in Aquatic Plant Pesticide Applicator License Training class
- Extension Office was represented at the North Florida Fair via County Booth and 4-H Booth displays
- 2014 Peanut Butter Food Collection between 16 Northwest District Counties will provide 2 pallets of peanut butter to be divided between the counties and given to local food pantries
- 4-H Youth Program is extremely thankful for the recent volunteer outreach efforts of Rivertown Community Church

Ms. Ludlow asked the Board for permission for the Calhoun County 4-H Yugioh Card club to use the Ag Building for an all-night Yugioh trading card event. The Club is, and will operate pursuant to 4-H Youth Protection policies in place by University of Florida. Chairman Flowers requested the event not conflict with previously scheduled meetings. The Board agreed by consensus to approve the 4-H Yugioh trading card event.

DONALD STANLEY – PREBLE-RISH – COUNTY ENGINEER

Mr. Stanley gave the Board an update on three (3) County projects:

1. CR 392 – The Contractor finished installing asphalt road base for road widening. There are 15 days remaining on the contract.
2. Pine Island Water System – The Contractor is working on installing 4" PVC water main, tapping saddles, and stubbing out service lines on Oak Street, Bay Street and Magnolia Street. There are 64 days remaining on the contract. Mr. Stanley presented the Board with Change Order #3 from

North Florida Construction, Inc. for an additional \$25,600.85 for additional water services. Mr. Stanley advised the Board the reason for the additional funds was due to more citizens wanting to hook up to the system than anticipated. It is anticipated the Water Management District will fund the change order.

- ❖ A motion to approve Change Order #3 was made by Commissioner McDougald and seconded by Commissioner Jones. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

3. CR 69 South – All work has been completed.

Mr. Stanley advised the Board he is preparing bid documents for the first phase of FEMA DR 4177 projects and will bring back recommendations to the Board the first meeting in January 2015. Mr. Stanley stated the HMP proposal for Walter Potts Road has been submitted, the survey has been scheduled, and he is getting ready to apply for the permit.

Mr. Stanley presented the Board with a Task Order from Preble-Rish for professional engineering services for CR 287 SCOP Project. (10% of \$185,258.20, grant award)

- ❖ A motion to approve the task order with Preble Rish for the CR 287 SCOP Project was made by Commissioner Shelton and seconded by Commissioner McDougald. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

Mr. Stanley discussed the 2015 Legislative Budget Request for Senator Montford and Representative Beshears for Water and Waste Water Projects. The Board agreed by consensus for Mr. Stanley to prepare the Legislative budget request application to allow for completion of the joint project with the Town of Altha and the City of Blountstown for extending sewer from the City of Blountstown to the Town of Altha. (This project was partially funded in the 2014 Legislative Budget.)

Mr. Stanley gave the Board a handout from Department of Transportation (DOT) which included their tentative 5 year work program.

ANGIE SMITH – EMERGENCY MANAGEMENT DIRECTOR

Ms. Smith presented the Board for their approval and execution the revised LAP CR 274 Sidewalk Design agreement with Preble-Rish, Inc. The agreement required some additional Federal language.

- ❖ A motion to approve and execute the revised LAP CR 274 Sidewalk Design agreement with Preble-Rish, Inc. was made by Commissioner McDougald and seconded by Commissioner Jones. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

Ms. Smith presented the Board for their approval and execution the LAP CR 69A Pave Shoulder Design grant agreement.

- ❖ A motion to approve and execute the LAP CR 69A Pave Shoulder Design grant agreement was made by Commissioner McDougald and seconded by Commissioner Shelton. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

Ms. Smith presented the Board for their approval and execution of Task Order (\$14,200) with ARCADIS for 2014 DHS Hazardous analysis. Ms. Smith advised the Board this would be part of the LMS update.

- ❖ A motion to approve and execute the Task Order with ARCADIS was made by Commissioner McDougald and seconded by Commissioner Shelton. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

Ms. Smith advised the Board Debbie Belcher, the County's consultant for the Community Development Block Grant (CDBG) projects, requested at last Board meeting, November 18, 2014 the Board officially appoint the Advisory Task Force members at this meeting. Ms. Smith asked the Board if there were any recommendations for appointment to the Task Force Committee. Ms. Smith reminded the Board there are new eligibility guidelines for appointment to this committee. Commissioner McDougald stated he had one nominee for the Task Force Committee, Durwin Goodwin. Ms. Smith stated she would provide the Commissioners with the eligibility guidelines.

JOE WOOD – DIRECTOR OF OPERATIONS

Not in attendance.

CARLA A. HAND – CLERK OF COURT AND COUNTY COMPTROLLER

The Clerk asked the Board permission to destroy certain Board documents as listed by the Clerk of Court, which have met the records retention timeframe.

- ❖ A motion to give the Clerk permission to destroy certain Board documents was made by Commissioner McDougald and seconded by Commissioner Shelton. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

The Clerk presented the Board with the Interagency Agreement with the Fourteenth Judicial Circuit stating in the event the Courthouse Court Room became unavailable the Fourteenth Judicial Circuit could use the Board Room.

- ❖ A motion to execute the Interagency Agreement allowing the Fourteenth Judicial Circuit to use the Board Room was made by Commissioner McDougald and seconded by Commissioner Jones. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

The Clerk advised the Board the Federal Grant requirements have been updated and will take effect December 27, 2014.

ATTORNEY FUQUA

Attorney Fuqua advised the Board a pay request from North Florida Construction, Inc. was received for the ongoing work at the Airport. Attorney Fuqua stated there is an ongoing dispute as to whether North Florida Construction, Inc. is entitled to a Change Order for the foundation. Attorney Fuqua recommended the Board approve the pay request at the amount certified by the engineer and approved by Bob Fleck, IDA President.

- ❖ A motion to approve the pay request as modified and approved was made by Commissioner McDougald and seconded by Commissioner Jones. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

Attorney Fuqua spoke to the Board concerning the request by some residents of the Oak Grove Community to be a designated golf cart community. Attorney Fuqua recommended each Commissioner inquire if there are other communities in their districts with the same request prior to enacting an

ordinance. The attorney also stated the County must make a determination of safety, this is a liability issue, noting each individual road must be approved.

COMMISSION TIME

COMMISSIONER MCDUGALD

Commissioner McDougald had nothing to report.

COMMISSIONER JONES

Commissioner Jones had nothing to report.

COMMISSIONER SHELTON

Commissioners Shelton had nothing to report.

COMMISSIONER BROWN

Not in attendance.

CHAIRMAN FLOWERS

Chairman Flowers recommended Commissioner McDougald be appointed as the designee for the Small County Coalition. The Board agreed by consensus to appoint Commissioner McDougald as the Small County Coalition designee.

Chairman Flowers advised the Board Willard Smith with the Pioneer Settlement is requesting the Board have a Regular Board Meeting at the Pioneer Settlement sometime in February 2015.

Chairman Flowers advised the Board OneBlood is requesting permission to hold a blood drive at the Courthouse on January 29, 2015. The Board agreed by consensus to allow OneBlood to hold a blood drive at the Courthouse.

Chairman Flowers advised the Board the terms for the District Two and District Four representatives on the IDA Board expire December 31, 2014. Commissioner McDougald appointed Maxie Waldorff as the District Two IDA Board representative. Commissioner Jones appointed Chloe Davis contingent upon her acceptance as the District Four IDA Board representative.

- ❖ A motion to appoint Maxie Waldorff and Chloe Davis as IDA representatives was made by Commissioner McDougald and seconded by Commissioner Jones. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

Chairman Flowers advised Commissioner Jones and Commissioner McDougald the Florida Association of Counties is holding a new commissioner workshop on January 14-15, 2015.

Chairman Flowers asked the Board to appoint a representative to the Capital Area Community Action Agency. Commissioner Jones nominated Debra Peterson as the Capital Area Community Action Agency representative.

- ❖ A motion to appoint Debra Peterson as the Capital Area Community Action Agency representative was made by Commissioner Jones and seconded by Commissioner McDougald. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 4-0.

There being no further business, the Chairman adjourned the meeting at 7:00 pm.


THOMAS G. FLOWERS, CHAIRMAN

ATTEST.

CARLA A. HAND, CLERK