

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR MEETING MINUTES  
JUNE 23, 2015**

**PRESENT AND ACTING:**

**THOMAS G. FLOWERS, CHAIRMAN  
MARION "LEE LEE" BROWN, VICE-CHAIRMAN  
DENNIS JONES  
DARRELL MCDUGALD  
WOODROW "LEE" SHELTON**

**GENE MORRIS, DEPUTY SHERIFF  
MATT FUQUA, ATTORNEY  
CARLA HAND, CLERK OF COURT AND COUNTY COMPTROLLER  
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 Brown 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 June 9, 2015 Workshop – CDBG Grant Application and June 9, 2015 Regular BOCC Meeting Minutes; vouchers for warrants: 1506-2G, 1506-2GS, 1506-2RD, 1506-2L, 1506-2E, 1506-2S, 1506-2MH and payroll warrants: PR15-B17, PR15-B18 and PR060415 was made by Commissioner Brown and seconded by Commissioner Jones. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

**PRESENTATION OF PLAQUE**

Chairman Flowers presented Dowling Parrish, Building Official/State Housing Initiatives Partnership Program (Ship) Coordinator, a retirement plaque for 26 years of service.

**KEVIN JACKSON – WATER RIGHTS, FOOD DESERT AND BAILEY SUBDIVISION**

Mr. Jackson addressed the Board with comments regarding water rights. Mr. Jackson strayed off topic and was asked by Chairman Flowers to sit down.

**KEITH MCCARRON – APALACHEE REGIONAL PLANNING COUNCIL (ARPC) FDOT 5 YEAR WORK PROGRAM UPDATE**

Mr. McCarron provided the Board with a handout regarding the Florida Department of Transportation (FDOT) 5-Year Work Program update for Calhoun County. Mr. McCarron explained the Apalachee Regional Planning Council (ARPC) assists FDOT District 3 in gathering local government input for the annual Work Program update. Mr. McCarron advised the Board the projects that were submitted for 2015 are:

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Program	Description	Type
SCOP	Porter Grade Road from CR 287 to CR 274	Pave Dirt Road
	Parrish Lake/Don O'Bryan Road from CR 69A to end of Don O'Bryan Road	Pave Dirt Road
SCRAP	Live Oak Heights Lane/Frank Williams Lane from SR 71 to end of both roads	Resurface
	River Street from SR 20 to Neal Boat Landing	Resurface
CIGP	Silas Green Road from Hwy 20 to CR 275	Reconstruct Road

**BID OPENING**

**CALHOUN COUNTY HISTORIC COURTHOUSE BRICK REPOINTING BID**

Donald Stanley, County Engineer, opened and read the bid aloud.

Williams Industrial & Marine	66,975.00
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Mr. Stanley advised the Board the grant from the State Historical Preservation office regarding the restoration of the Old Courthouse is in the amount of \$50,000. Mr. Stanley asked the Board to allow him to contact Williams Industrial & Marine to reduce the quantity to fall into the grant amount.

- ❖ A motion to accept and award the bid to Williams Industrial & Marine subject to negotiation 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 5-0.

**IDA BOARD**

Not in attendance.

**DONALD STANLEY – PREBLE-RISH – COUNTY ENGINEER**

Mr. Stanley gave the Board an update on one (1) County project:

1. CR 69S Phase II – The Contractor has started installing the structural course on the roadway and started working on grading/shaping and hauling in dirt to build up shoulders of the roadway. There are 42 days remaining on the contract.

Mr. Stanley presented the Board with Change Order #2 from C.W. Roberts Contracting, Inc. for CR 69S Phase II for an additional 60 days. Mr. Stanley recommended the Board approve the Change Order to monitor the road before the final surfacing.

- ❖ A motion to approve Change Order #2 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 5-0.

Mr. Stanley advised the Board the FEMA match waiver has not yet been approved.

Mr. Stanley advised the Board the Catalyst Site/Industrial Park Water Improvements will be advertised and bids will be received at the next Board meeting, July 14, 2015. Mr. Stanley stated during the project repairs will be made to the water tank and extend the water main to the Tri-County Agriculture Park.

**ANGIE SMITH – EMERGENCY MANAGEMENT DIRECTOR**

Ms. Smith asked the Board permission to request an extension for the project worksheets (PW) under the FEMA Disaster Recovery DR 4177, excluding CR 69 and CR 392 which have been completed. Ms. Smith stated the DR4177 PWs have a completion deadline of November 6, 2015 and recommends extending the time period one (1) year.

- ❖ A motion to request an extension of PW’s for DR 4177 projects 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 5-0.

Ms. Smith asked the Board for permission to allow her to attend the mid-year Florida Emergency Preparedness Association (FEPA) training in Clearwater Beach, Florida on August 9-11, 2015.

- ❖ A motion to allow Ms. Smith to attend the FEPA training 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 5-0.

Ms. Smith advised the Board the boat landing sign at Neal Landing is complete and being installed.

**JOE WOOD – DIRECTOR OF OPERATIONS**

Mr. Wood presented to the Board for their approval and permission for the Chairman to execute the Application for Eligibility to Receive Federal Surplus Property from the Department of Management Services. Mr. Wood stated this is Federal Government property which is no longer needed and allows other agencies to purchase items.

- ❖ A motion to authorize the Chairman to sign the Application for Eligibility to Receive Federal Surplus Property was made by Commissioner McDougald and seconded by Commissioner Brown. Chairman Flowers called for public comment. Mr. Kevin Jackson asked if there are any parameters as to which equipment is eligible to the County under this program. Chairman Flowers stated only surplus items which can be used by the County. There were no further comments. The motion passed unanimously 5-0.

Mr. Wood asked the Board for direction on how to proceed with the 2009 County-held tax certificates with a current fair market value below \$5,000. The Board agreed by consensus to table their decision on County-held tax certificates with property valued below \$5,000 until the next meeting.

Mr. Wood presented Budget Amendment #5 to the Board for their consideration reallocating expenditures between line items within the Waste Management/Recycling Fund. Mr. Wood advised the Board this amendment includes a lateral swap between Courthouse Maintenance and the Recycling Department.

**Calhoun County  
Board of County Commissioners  
Budget Amendment  
Fiscal Year 2014/2015**

**Amendment to 2014-2015 budget, reallocating expenditures between line items within the Waste Management/Recycling Fund.**

**Waste Management/Recycling Fund**

Account #	Description	Original Budget	Increase	Decrease	Revised Budget
<b>Expenditures</b>					
<b>Grant Related Expenditures</b>					
51539-34000	Other Contractual Services	\$ 3,500	\$ -	\$ (3,500)	\$ -
51539-41000	Communications Expense	\$ 360	\$ -	\$ (360)	\$ -
51539-43000	Utilities	\$ 1,500	\$ -	\$ (1,500)	\$ -
51539-46000	Repairs and Maintenance	\$ 6,000	\$ -	\$ (6,000)	\$ -
51539-49000	Other Current Charges	\$ 6,000	\$ -	\$ (6,000)	\$ -
51539-51112	Salaries	\$ 35,868	\$ 462	\$ -	\$ 36,330
51539-51121	FICA/Medicare Payroll Taxes	\$ 2,744	\$ 36	\$ -	\$ 2,780
51539-51122	Retirement	\$ 2,630	\$ 50	\$ -	\$ 2,680
51539-51123	Health Insurance	\$ 6,914	\$ -	\$ (1,364)	\$ 5,550
51539-52000	Operating Supplies & Fuel	\$ 8,000	\$ -	\$ (8,000)	\$ -
51539-64000	Equipment	\$ 17,393	\$ 26,176	\$ -	\$ 43,569
	<b>Total grant related expenditures</b>	<u>\$ 90,909</u>			<u>\$ 90,909</u>
<b>Non-Grant Expenditures</b>					
5153900-34000	Other Contractual Services	\$ -	\$ 2,600	\$ -	\$ 2,600
5153900-41000	Communications Expense	\$ -	\$ 390	\$ -	\$ 390
5153900-43000	Utilities	\$ -	\$ 1,500	\$ -	\$ 1,500
5153900-45000	Insurance	\$ 1,200	\$ -	\$ -	\$ 1,200
5153900-46000	Repairs and Maintenance	\$ 1,000	\$ 3,000	\$ -	\$ 4,000
5153900-49000	Other Current Charges	\$ 700	\$ 1,000	\$ -	\$ 1,700
5153900-52000	Operating Supplies & Fuel	\$ 3,500	\$ 10,000	\$ -	\$ 13,500
5153900-53942	Recycling expend-non grant	\$ 120	\$ -	\$ (120)	\$ -
5153900-64000	Equipment	\$ 2,980	\$ -	\$ (280)	\$ 2,700
51984-95000	Reserve for Contingencies	\$ 85,160	\$ -	\$ (18,090)	\$ 67,070
	<b>Total non-grant</b>	<u>\$ 94,660</u>			<u>\$ 94,660</u>
<b>Expenditure Total</b>		<u>\$ 185,569</u>	<u>\$ 45,214</u>	<u>\$ (45,214)</u>	<u>\$ 185,569</u>

This Budget Amendment duly approved and adopted by the Calhoun County Board of County Commissioners at their regular meeting on this 23<sup>rd</sup> day of June, 2015.

- ❖ A motion to approved Budget Amendment #5 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 5-0.

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

The Clerk asked the Board permission for the Chairman to execute the Specialty License Plate Revenue, Expenditure, and Compliance affidavit to the Department of Highway Safety and Motor Vehicles.

- ❖ A motion to approve and execute the Specialty License Plate report was made by Commissioner Shelton and seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

The Clerk advised the Board she was contacted by Brown and Brown Insurance Company regarding the possibility of providing a bid for the upcoming 2015-2016 year for Property, Liability and Workers Compensation Insurance. The Clerk stated the County is currently with Florida League of Cities and Florida Association of Counties Trust (FACT). The Board agreed by consensus to bring this matter back before for the 2016-2017 year.

**ATTORNEY FUQUA**

Attorney Fuqua presented the Board for their approval and execution Resolution 2015-14 for the abandonment of a portion of certain property located in Halley Subdivision.

**RESOLUTION 2015-14**

**WHEREAS**, the Board of County Commissioners in and for Calhoun County, Florida, has deemed it to be in the best interest of the citizens of Calhoun County to abandon a portion of certain property located in the Halley Subdivision; and

**WHEREAS**, after public hearing, it was determined that Calhoun County should abandon its interest in and to a certain portions of the property located in Halley Subdivision, being more particularly described as:

That portion of an undeveloped road located between Blocks 13 and 16 of Halley Subdivision, Section 32, Township 1 North, Range 8 West, Calhoun County, Florida, being an extension of 12<sup>th</sup> Street, formerly known as Pine Street, as per the original plat, lying South of State Road 20.

**NOW, THEREFORE, BE IT RESOLVED THAT**, by virtue of a vote of 5-0, the Board of County Commissioners of Calhoun County, Florida, rescinds any and all interest in above-described property.

**PASSED BEFORE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA**, this the **23<sup>rd</sup>** day of **June**, 2015.

- ❖ A motion to adopt Resolution 2015-14 was made by Commissioner Shelton and seconded by Commissioner Brown. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

Attorney Fuqua presented the Board with a letter to Florida Department of Transportation (FDOT) to opt out of the Traffic Signal Maintenance Agreement.

- ❖ A motion for approval and execution of the letter to FDOT to opt out of the Traffic Signal Maintenance Agreement was made by Commissioner Brown and seconded by Commissioner Shelton. Chairman Flowers called for public comment. Mr. Kevin Jackson had concerns if there were ways to enter back into the agreement. There were no further comments from the public. The motion passed unanimously 5-0.

Attorney Fuqua asked the Board permission to meet with the Chairman and Department Heads regarding policy, procedures and public records law before the next Board meeting, July 14, 2015. The Board agreed by consensus.

**COMMISSION TIME**

**COMMISSIONER MCDUGALD**

Commissioner McDougald advised the Board he attended the Florida Association of Counties (FAC) annual conference last week. Commissioner McDougald stated new board members were elected for the FAC and Small County Coalition.

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Commissioner McDougald advised the Board he received a phone call from Mr. Clifford Newsome with North Florida Construction, Inc. Commissioner McDougald presented the Board with a pay request by North Florida Construction, Inc. regarding the Airport Hangars. The Board agreed by consensus to hold a special meeting once documents have been reviewed and approved.

**COMMISSIONER JONES**

Commissioner Jones stated we are currently in storm season and wants the ditches kept clean and is concerned about trees overhanging power lines.

**COMMISSIONER SHELTON**

Commissioner Shelton had nothing to report.

**COMMISSIONER BROWN**

Commissioner Brown advised the Board he met with Peggy Hall, Capital Area Community Action Agency, Inc., located on the 3<sup>rd</sup> floor of the Courthouse. Commissioner Brown stated this agency offers skill building classes to citizens who are on government assistance.

Commissioner Brown opened the discussion of Lee Hill Road closure. Mr. Frank Snowden set up a meeting with Commissioner Brown to discuss the issue further.

**CHAIRMAN FLOWERS**

Chairman Flowers had nothing to report.

There being no further business, the Chairman adjourned the meeting at 7:35 pm.



THOMAS G. FLOWERS, CHAIRMAN

ATTEST:



CARLA A. HAND, CLERK

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