

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING MINUTES
NOVEMBER 9, 2015**

PRESENT AND ACTING:

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

**THAD SCOTT, DEPUTY SHERIFF
MATT FUQUA, ATTORNEY
CARLA HAND, CLERK OF COURT AND COUNTY COMPTROLLER**

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 (3) 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 VOUCHER

❖ A motion to approve the October 27, 2015 Regular BOCC Meeting Minutes; vouchers for warrants: 1510-EPS, 1510-EP, 1511-1GS, 1511-GS1, 1511-GS2, 1511-GS, 1511-1GP, 1511-1GC, 1511-1RC, 1511-1LP, 1511-1LC, 1511-1EC and payroll warrants: PR102215 and PR110515 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. (Vouchers are available in the Clerk's Office)

BOBBY ANDERS – ISSUE WITH TEENY TINY LEAGUE

Mr. Anders was not in attendance.

DR. VIRGINIA BAKER – FHEE WICL INC. – PREVENTATIVE MEDICINE & COMMUNITY OUTREACH

Dr. Baker spoke to the Board about the ongoing FHEE WICL, Inc. activities at each of the Calhoun County Libraries the first Saturday of each month from 10:00AM to 12:00PM CT for the purpose of educating the public on the "Silent Killers", diabetes, hypertension, and excess weight. Dr. Baker encouraged the Board to get involved and let their constituents know about the program.

RAY GOODWIN – USE OF TRI-COUNTY AGRICULTURE PAVILION FOR THE LACS CONCERT

Mr. Goodwin notified the Board he is considering holding a concert at the Tri-County Agriculture Pavilion featuring The LACS on December 12, 2015 from 6:00 PM to 10:00 PM. Mr. Goodwin informed the Board he has permission from the Tri-County Advisory Council, Inc. for use of the pavilion, the Sheriff has agreed to provide deputies and he will have adequate Porta-Potties for bathrooms. Mr. Goodwin is asking the Board for their blessing. (The Board's permission is not necessary as the Agriculture Pavilion is the property of the Tri-County Advisory Council, Inc.) Mr. Goodwin stated there

OR BOOK 15 PAGE 508

would be no alcohol sales at the concert. The Board's expressed concerns were answered by Mr. Goodwin.

FRANK SNOWDEN, COUNTY PLANNER

Mr. Snowden spoke to the Board about the need to participate in the National Flood Insurance Program Community Rating System. Mr. Snowden explained this will likely result in a 10% reduction in flood insurance premiums. A 45% discount is available but most communities receive the 10% reduction. There is a lot of work to participate but it will help the citizens. The Board was in agreement to participate.

Mr. Snowden also mentioned there is a scheduled Planning Commission Meeting December 8th and noted one of the two conditional use applicants may withdraw. There was discussion regarding the expired Conditional Use Permit granted to Ms. Tew and the Board asked to wait until the November 24, 2015 meeting to determine if it was necessary for Ms. Tew to attend and whether or not it was necessary to formally advertise the meeting.

DEPARTMENT HEADS REPORT

TIM JENKS – MAINTENANCE SUPERINTENDENT

Mr. Jenks updated the Board on the ongoing activities of his department noting he may have to replace the pump at the Hugh Creek Library.

DAN CLEMONS – SHIP/WEATHERIZATION COORDINATOR

Not in attendance.

RITA MAUPIN – LIBRARY DIRECTOR

Ms. Maupin asked the Board to appoint Ms. Vicki Montford to fill the vacancy on the Panhandle Public Library Cooperative Board after the death of Ms. Marie Simpson.

- ❖ Commissioner McDougald made the motion to appoint Vicki Montford to the Panhandle Public Library Cooperative Board. Commissioner Jones seconded the motion. The Chairman called for public comment. There was no public comment. The motion passed unanimously 5-0.

JERRY GUILFORD-BUILDING OFFICIAL

Mr. Guilford gave a report for the quarter July-September 2015. Mr. Guilford stated \$9,412 was collected during this period from permits and licenses issued.

ELTON MCDANIEL – ROAD DEPARTMENT

Mr. McDaniel updated the Board on the ongoing activities of the Road Department and provided the Board with a written report.

JODY DANIELS – 911 COORDINATOR

Mr. Daniels summarized the October 2015 changes to the 911 database as follows:

- Fourteen (14) -911 new addresses issued.
- 70 -911 updates from Fairpoint- includes putting numbers disconnected, moved or installed into database for 911(must be done daily).
- Five (5) -new driveways mapped. – mapped on handheld GPS, then uploaded onto mapping software for 911.

JUDY LUDLOW – EXTENSION AGENT

Ms. Ludlow was not in attendance due to a scheduling conflict but provided the Board with a written report of activities.

BID OPENINGS

WALTER POTTS ROAD BOX CULVERT-FEMA DR 4177 PW398

Mr. Donald Stanley, Preble-Rish Engineering, Inc. opened and read aloud the bids for the Walter Potts Road Box Culvert project:

Contractor Name	Bid Amount
Commercial Industrial Corporation	\$758,435.87
GAC Contractors, Inc.(GAC)	\$321,150.90
M of Tallahassee, Inc.	\$541,561.08
North Florida Construction, Inc.	\$679,828.05
Panhandle Construction, Inc.	\$562,822.50
Roberts & Roberts, Inc.	\$401,899.00
(MBI) Marshall Brothers Construction & Engineering, Inc.	\$634,140.10

Mr. Stanley will evaluate the bids and advise the Board later during the meeting.

CR392 GUARDRAIL REPAIRS

Mr. Donald Stanley, Preble-Rish Engineering, Inc. opened and read aloud the bids for the CR392 Guardrail Repairs:

Contractor Name	Bid Amount
Roberts & Roberts, Inc.	\$43,543.00
CW Roberts Contracting, Inc.	\$51,758.50

- ❖ Commissioner Brown made the motion to accept the low bid and award the bid contingent upon the acceptance of the bid by the insurance company who is paying for the damages to the guardrail. (The guardrail was damaged by a non-county owned vehicle.) Commissioner Jones seconded the motion. The Chairman called for public comment. There was no public comment. The motion passed unanimously 5-0.

RFP – LAP CHIPOLA ROAD SIDEWALK AND 69A WIDENING AND RESURFACING

Mr. Jody Daniels opened the sealed proposals for Engineering Design Services and provided each Board member with a copy of each proposal and scoring sheets. The Commissioners will bring back their completed scoring sheets to the next meeting; the scores will be tabulated during the November 24, 2015 meeting.

Proposals received:

LAP CHIPOLA ROAD SIDEWALK PROJECT ENGINEERING DESIGN SERVICES

1. North Florida Professional Services, Inc.
2. Preble-Rish Inc. Consulting Engineers & Surveyors

3. The R-A-M Professional Group, Inc.

69A WIDENING AND RESURFACING PROJECT ENGINEERING DESIGN SERVICES

1. David H. Melvin, Inc. Consulting Engineers
2. North Florida Professional Services, Inc.
3. Preble-Rish Inc. Consulting Engineers & Surveyors

DONALD STANLEY, PREBLE-RISH ENGINEERING

Mr. Stanley gave the Board an update on the following ongoing County projects:

1. CR 69S Phase II – The contractor is currently working on punch list items.
2. Catalyst Site/Industrial Park Water Improvements – The contractor is currently working on punch list items.

Mr. Stanley presented the Board with a handout of all ongoing FEMA DR 4177 projects. Mr. Stanley stated several of the projects are almost complete. Mr. Stanley advised the Board an additional six (6) FEMA DR 4177 projects will be advertised and bids opened during the Board meeting on November 24, 2015.

The Board asked Mr. Stanley to ask a representative of Roberts and Roberts, Inc. to attend the next meeting to update the Board on the FEMA bids awarded to Roberts and Roberts, Inc. with the anticipated start and completion dates of these projects. The Board is anxious to get all of the FEMA projects that were awarded underway.

ANGIE SMITH – EMERGENCY MANAGEMENT DIRECTOR

Not in attendance.

JOE WOOD – DIRECTOR OF OPERATIONS

Mr. Wood asked the Board for permission to purchase road right-of-way on John F. Bailey Road necessary for the upcoming paving project from Magnolia Timberland, LLC. (To be paid from District 1 Budgeted Funds)

- ❖ Commissioner Brown made the motion to purchase the right-of-way. The motion was seconded by Commissioner McDougald. The Chairman called for public comment. There was no public comment. The motion passed unanimously 5-0.

Mr. Wood advised the Board an extension request was recently submitted to the Florida Department of Transportation (FDOT) by Mr. Jody Daniels on the two (2) LAP projects. (Chipola Sidewalk and Hwy 69A Widening and Resurfacing) FDOT has not yet granted the extension request.

The Board discussed their concerns with monitoring and meeting grant deadlines and adequate training of staff with new job duties.

CARLA A. HAND – CLERK OF COURT AND COUNTY COMPTROLLER

The Clerk presented the Florida Association of Counties Trust (FACT) Participation Agreement for approval and execution.

- ❖ A motion was made by Commissioner Brown and seconded by Commissioner Jones to approve and authorize the Chairman to execute the FACT Participation Agreement. Chairman Flowers called for public comment. There were no comments from the public. The motion passed unanimously 5-0.

The Clerk presented two invoices on behalf of the Sheriff to be paid from Crime Prevention Funds: \$2,600 Artificial Ice Events Deposit for the Snowvember Event on November 21, 2015 and \$500 WYBT-AM BHS Football Ads 10/02/2015-10/23/2015.

- ❖ A motion to pay the two invoices as presented was made by Commissioner Jones 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

Attorney Fuqua had nothing to report.

DONALD STANLEY, PREBLE-RISH ENGINEERING SERVICES

Mr. Stanley mentioned the FDOT 5-year work plan and updated the Board on the significance of the plan explaining changes are made to scheduled road work based on the availability of funding.

Mr. Stanley stated he reviewed the bids for Walter Potts Road box culvert repair and everything is in order with the bid submitted by the low bidder, GAC.

- ❖ Commissioner Shelton made the motion to award the contract to the low bidder; GAC with Mr. Stanley making sure the contractor understands the project. (The bid by GAC was much lower than the other bids.) Commissioner Brown seconded the motion. Chairman Flowers called for public comment. There was no comment. The motion passed unanimously 5-0.

COMMISSION TIME

COMMISSIONER BROWN

Commissioner Brown thanked Mr. Wood for his help in acquiring the right-of-way for the paving on Willard Smith and John F. Bailey Roads.

COMMISSIONER SHELTON

Commissioner Shelton suggested overtime should be computed based on the eight (8) hour work day instead of the 40-hour workweek. There was discussion among all of the Commissioners with the consensus there needs to be workshop to discuss the new Personnel Policy with Board employees. Chairman Flowers stated there were reports overtime/comp time was abused in the past. Elton McDaniel stated he has worked at the Road Department for 16 years and he never saw any abuse at the Road Department.

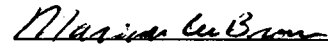
- ❖ Commissioner Shelton made the motion that all hours worked in excess of 8 hours in a day should be paid or given comp time at 1 ½ times the regular rate. Commissioner McDougald seconded the motion. The Chairman called for public comment. Dr. Baker and Carrie Baker expressed their opinions. The motion failed 2 to 3 with Commissioners Brown, Jones, and Chairman Flowers voting no.

DONALD STANLEY

Mr. Stanley presented the Board with a Change Order #1 from Roberts and Roberts, Inc. for the Small County Outreach Program (SCOP) C.R. 287 for a deduction in the amount of \$18,186.00 (new contract amount \$1,667,245.85).

- ❖ A motion to approve Change Order #1 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.

There being no further business, the Chairman adjourned the meeting at 8:35 pm.


MARION "LEE LEE" BROWN, CHAIRMAN

ATTEST:


CARLA A. HAND, CLERK