

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING MINUTES
APRIL 26, 2016**

PRESENT AND ACTING:

**MARION "LEE LEE" BROWN, CHAIRMAN
WOODROW "LEE" SHELTON, VICE-CHAIRMAN
THOMAS FLOWERS
DARRELL MCDOUGALD**

**CARLA HAND, CLERK OF COURT AND COUNTY COMPTROLLER
BECKY BROWN, DEPUTY CLERK
TAD SCOTT, DEPUTY SHERIFF**

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

Chairman Brown reminded everyone to silence their cell phones and reminded those on the agenda they will have three (3) minutes to speak on their topic.

APPROVAL OF VOUCHER

- ❖ A motion to approve the minutes and vouchers as published on the agenda (April 12, 2016 Regular Commission Meeting Minutes, and April 15, 2016 Emergency Board Meeting Minutes; vouchers for warrants: 1604-2G, 1604-2RD, 1604-2L, 1604-2E, and 1604-ES; payroll warrants: PR16-B04 AND PR042116) was made by Commissioner McDougald and seconded by Commissioner Flowers. The motion passed unanimously 4-0. (Vouchers are available in the Clerk's Office)

GEORGE ROBERTS – ROBERTS & ROBERTS, INC.

Mr. Roberts addressed the Board regarding the availability of hi-calcium materials for ongoing FEMA projects. Mr. Roberts stated there is a need for 68,000 tons of these materials for FEMA projects and proposed the County buy the materials directly from the mine and stock pile them for use by the Contractors. There was discussion between Mr. Roberts and the Board and it was determined each Commissioner should research the matter for further discussion at the next Regular Meeting.

BOB FLECK – IDA BOARD CHAIRMAN

Mr. Fleck advised the Board the new taxi-way is open and the mid-field connector will be completed by the end of May. Mr. Fleck reported the first spraying of noxious weeds at Atkins Park has been completed and expressed gratitude to the Sheriff and Joe Wood for their help. (Two more sprayings are planned.) Mr. Fleck also mentioned there is a new tenant (2-year lease) for the Catfish Processing Plant, PRIDE Enterprises.

Mr. Fleck presented to the Board for their approval and execution Change Order #3 on the taxi-way project with Gulf Coast Utility Contractors Inc. (GCUC) for 35 additional rain days for a total of 99 additional days extending the contract until July 3, 2016.

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- ❖ A motion to approve Change Order #3 with GCUC for an additional 35 rain days was made by Commissioner McDougald and seconded by Commissioner Flowers. There was no public comment. The motion passed unanimously 4-0.

CARRIE BAKER

Ms. Baker addressed to the Board her concerns with building restrictions/limitations to those whose homes are located in the Flood Plain. Ms. Baker also discussed the Residential Construction Mitigation Program (RCMP), State Housing Initiatives Partnership (SHIP) Program, Weatherization Program, and the Flood Plain.

JAMES HEITZENRATER, CEO CALHOUN-LIBERTY HOSPITAL

Ms. Ruth Attaway, Chairman of the Board, Calhoun-Liberty Hospital introduced Mr. Heitzenrater as the new CEO of Calhoun-Liberty Hospital, discussed the health of the organization, and invited everyone to the fundraising event downtown on Saturday April 30, 2016.

Mr. Heitzenrater asked if there were any questions in regard to the Ambulance Service and recommended the Board appoint a working committee to meet with the Hospital Board in regards to the Ambulance Service. Mr. Heitzenrater refused to respond to the Board's questions regarding employee pay stating the Hospital is not a public entity and their records are not public. Commissioner Shelton was asked by Commissioner McDougald to be the Board representative on the committee and he declined.

Commissioner McDougald asked the Clerk if she would be on the Committee and she agreed to serve. Commissioner Flowers agreed to represent the Board.

Ms. Kelly Dunn, The County Record, asked if the committee meetings would be open to the public. The Board will consult with their Attorney for the answer. The Hospital stated they would not have a problem with the public attending the committee meetings.

JUDY LUDLOW BISS, CALHOUN COUNTY EXTENSION

Ms. Biss asked the Board to set aside their procurement policy and purchase a 2016 Ford Transit Wagon T-150 on State Contract (\$25,221). (The funds are available in the Extension Budget for the purchase of the Van.)

- ❖ Commissioner Shelton made the motion to set aside the procurement policy and purchase the 2016 Ford Transit Wagon T-150 on State Contract. Chairman Brown seconded the motion. The motion passed unanimously 4-0.

Ms. Biss informed the Board of her intent to upgrade the internet service in the County Extension Office explaining the University of Florida would pay the installation cost of \$495 and the Chamber and the County will split the monthly increase of \$60. (The service will cost each entity \$80 monthly after the upgrade.) Ms. Biss stated she will send the County Attorney the proposed contract with Fairpoint for his review before asking the Board for approval.

SANDRA KELLY - WEATHERIZATION, RESIDENTIAL CONSTRUCTION MITIGATION PROGRAM (RCMP)

Ms. Kelly asked the Board to approve and execute the Pre-Agreement Cost Approval 2016-2017 Weatherization Acknowledgement. (For the approval, if necessary, to incur expenditures for the 2016 grant in May and June prior to the execution of the agreement.)

- ❖ Commissioner McDougald made the motion to approve the Pre-Agreement Cost Approval 2016-2017 Weatherization Acknowledgement. Commissioner Shelton seconded the motion. The motion passed unanimously 4-0.

Ms. Kelly presented Change Order #1 for the Andrew Hendrix Weatherization project to install a moisture barrier under the home for an increase of \$550. (Contract total \$5,152; grant funds will pay for the change order.)

- ❖ Commissioner McDougald made the motion to approve the change order of \$550 to add a moisture barrier to the home of Andrew Hendrix. Commissioner Flowers seconded the motion. The motion passed unanimously 4-0.

Ms. Kelly provided the Board with the Bid tabulation for RCMP projects publicly opened on April 20, 2016. The County opened bids were forwarded to the State for project approval. All of the projects were approved as submitted except for the Lovie Burkett project. A change order will be necessary to add windows that were omitted in the original write up. Ms. Kelly stated the Board needs to approve and award the bids.

Client Name	H & O Home Improvements, LLC	Gulf Coast Home Solutions, LLC	Chariot Construction, LLC
James McDougald		\$18,000.00	
Edna Burkett		\$16,000.00	
Amanda Hope			\$23,100.00
Lovie Burkett	\$15,550.00		\$17,850.00

- ❖ Commissioner Flowers made the motion to accept the apparent low bid on the James McDougald home. Commissioner Shelton seconded the motion. Commissioner McDougald abstained from voting stating he is a relative of Mr. McDougald. The motion passed 3-0 with Commissioner McDougald abstaining.
- ❖ Commissioner Flowers made the motion to accept the apparent low bid on the Edna Burkett home. Commissioner Shelton seconded the motion. The motion passed unanimously 4-0.
- ❖ Commissioner Flowers made the motion to accept the apparent low bid on the Amanda Hope home. Commissioner Shelton seconded the motion. The motion passed unanimously 4-0.
- ❖ Commissioner Flowers made the motion to accept the apparent low bid on the Lovie Burkett home contingent upon the approval by the State of the change order to add windows. Commissioner Shelton seconded the motion. The motion passed unanimously 4-0.

The Chairman called for a recess. The meeting reconvened.

DONALD STANLEY –DEWBERRY/PREBLE-RISH – COUNTY ENGINEER

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

Cain Road SCOP– The contractor plans to lay the second lift of asphalt on Thursday, weather permitting. The contract expires April 30, 2016. Mr. Stanley recommended a zero-dollar change order extending the contract an additional 30 days.

- ❖ Commissioner Shelton made the motion to approve a change order extending the contract for 30 days. Commissioner Flowers seconded the motion. There was no public comment. The motion passed unanimously 4-0.

Mr. Stanley presented the Board with a handout of all ongoing FEMA DR 4177 projects with the percent completed. Mr. Stanley informed the Board the contracts for seven of the awarded projects will expire April 30, 2016 and recommended change orders for five of the seven extending the contract until July 31, 2016. (The remaining two projects (PW185 DR4177 & PW186 DR4177) were awarded to DBM Contracting who has not been responsive to inquiries by Mr. Stanley. Mr. Stanley is unsure if DBM Contracting is still in business but will have an answer for the Board by the next meeting.)

- ❖ Commissioner Flowers made the motion to extend the contracts (five) until July 31, 2016:
PW162 DR4177 – Cox Fish Camp Rd, Trud Patterson Rd, Roy Bailey Rd (Roberts & Roberts, Inc.)
PW182 DR4177 – Harry Neal Rd, Upper Club Rd (Roberts & Roberts, Inc.)
PW172 DR4177 – Charles Phippen Rd (CW Roberts Construction Inc.)
PW173 DR4177 – Jody Fields Rd (CW Roberts Construction Inc.)
PW168 DR4177 – Parrish Lake Rd E (CW Roberts Construction Inc.)
Commissioner McDougald seconded the motion. There was no public comment. The motion passed unanimously 4-0.

ANGIE SMITH – EMERGENCY MANAGEMENT DIRECTOR

Nothing to report.

JOE WOOD – DIRECTOR OF OPERATIONS

Not in attendance.

CARLA A. HAND – CLERK OF COURT AND COUNTY COMPTROLLER

The Clerk asked the Board to declare obsolete and grant permission to dispose of asset #: 524, 582, 598, 657, 658, 661, 972, 1020, 1022, 1023, 1124, 1126, 1194, 1197, 1203, 1211, 1212, 1213, 1214, 1401, 1413, 1624

- ❖ A motion to declare obsolete and dispose asset #: 524, 582, 598, 657, 658, 661, 972, 1020, 1022, 1023, 1124, 1126, 1194, 1197, 1203, 1211, 1212, 1213, 1214, 1401, 1413, 1624 was made by Commissioner Flowers and seconded by Commissioner Shelton. The motion passed unanimously 4-0.

After discussion and inquiry by the Clerk the Board approved by consensus to send a letter to the Washington County Board of Commissioners to express their regret at Washington County's withdrawal from the Panhandle Public Library Cooperative. Library Director Maupin drafted the letter for the Chairman's signature.

The Clerk advised the Board the Clerk's Office is preparing a letter from the Chairman to county departments and outside agencies with Board directives for completing their 2016-2017 budget requests. The Board agreed by consensus to direct county departments to prepare their budgets with a 3% raise and health insurance premiums at \$500 per month per employee.

The Clerk explained the Florida Recreation Development Assistance Program (FRDAP) Neal Landing grant expires April 30, 2016 and requested permission to pay three FRDAP invoices (prior to May 1st)

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contingent upon receiving the goods and approval for payment by Angie Smith to meet the grant deadline.

- ❖ Commissioner Flowers made the motion to allow the Clerk to pay three FRDAP invoices contingent upon receipt of the goods and approval by Ms. Smith. The motion was seconded by Commissioner Brown. There was no public comment. The motion passed unanimously 4-0.

The Clerk informed the Board the Hospital would not be using the lot behind the Courthouse for their fundraising event on April 30th. It will be held downtown.

ATTORNEY FUQUA

Not in attendance.

COMMISSION TIME

COMMISSIONER MCDUGALD

Commissioner McDougald announced there is a meeting of concerned citizens on May 5, 2016 at 6 PM CT to discuss fracturing at the Blountstown Library.

COMMISSIONER JONES

Not in attendance.

COMMISSIONER SHELTON

Nothing to report.

COMMISSIONER FLOWERS

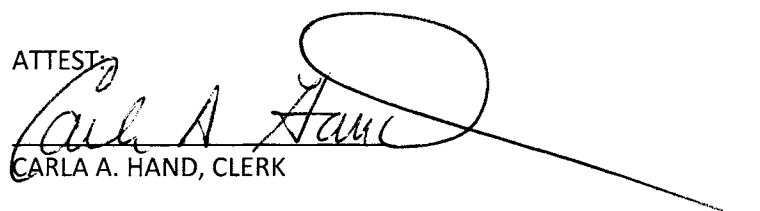
Nothing to report.


CHAIRMAN BROWN

Nothing to report.

There being no further business, the Chairman adjourned the meeting at 7:40 p.m.

ATTEST


CARLA A. HAND, CLERK


MARION "LEE LEE" BROWN, CHAIRMAN

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <i>McDonald James Darrell</i>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <i>County Commissioners</i>
MAILING ADDRESS <i>22552 NESR 69 Colhoun</i>	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY <i>Blountstown</i> COUNTY	NAME OF POLITICAL SUBDIVISION: <i>Colhoun County Commissioners</i>
DATE ON WHICH VOTE OCCURRED <i>4-26-2016</i>	MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, James Derrell McDoyall, hereby disclose that on 4-26-~~2018~~ 20 16.

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related to James McDoyall

4.26.16

Date Filed

James Derrell McDoyall
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.