

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR MEETING MINUTES  
JUNE 14, 2016**

**PRESENT AND ACTING:**

**MARION "LEE LEE" BROWN, CHAIRMAN  
WOODROW "LEE" SHELTON, VICE-CHAIRMAN  
DARRELL MCDUGALD  
DENNIS JONES**

**MATT FUQUA, ATTORNEY  
CARLA HAND, CLERK OF COURT AND COUNTY COMPTROLLER  
SARAH WILLIAMS, CLERK ADMINISTRATIVE ASSISTANT  
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. Commissioner McDougald 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 (May 24, 2016 Regular Meeting Minutes; vouchers for warrants: accounts payable warrant – 1605-ES, 1606-MED, 1606-FPC, 1606-G1, 1606-1G, 1606-1RD, 1606-1L, 1606-1E, 1606-1S; payroll warrants: PR16-B07, PR16-B08, PR060216) was made by Commissioner McDougald and seconded by Commissioner Jones. The motion passed unanimously 4-0. (Vouchers are available in the Clerk's Office.)

**BID PROTEST HEARING – DONNA BLANTON, ATTORNEY REPRESENTING BKW, INC**

Attorney Blanton addressed the Board regarding the FEMA bids that were awarded at the last meeting. She stated that BKW, Inc. bids, who were the apparent low bidders on all five (5) FEMA bids, were disqualified because certain forms were not included in their bid packet (public entity crimes, conflict of interest, anti-collusion, and drug free work place forms). Attorney Blanton reviewed the bid documents and specifications and concluded the bid submitted by BKW, Inc. was compliant and their bid should not have been disqualified (low bidder). Attorney Blanton asked the Board to reconsider their decision and award the contracts to BKW, Inc. as low bidder.

Chairman Brown invited any representatives from the companies that were awarded the jobs at the last meeting to speak.

George Roberts of Roberts & Roberts, Inc. asked the Board to consider re-bidding all the FEMA projects opened and awarded at the last meeting.

Attorney Fuqua stated that he reviewed the information, along with the Director of Operations (Joe Wood) and the county engineer, and they determined the required documents were included with the bid. Attorney Fuqua stated it should be noted no sub-contractors were listed, and if the Board awards the bids to BKW, Inc. no sub-contractors would be allowed to be used. Attorney Fuqua stated his recommendation is to uphold the bid protest and award the bids to BKW, Inc.

Commissioner McDougald stated that he agrees, and believes that the Board should award the contracts to BKW, Inc. He expressed some concern with no sub-contractors being listed and the contractor having trouble finishing the job without sub-contractors. Ms. Blanton stated she has spoken with the company and has been assured by the owners of the company they are fully prepared to perform the jobs without sub-contractors.

Commissioner Shelton stated that he feels like there were several mistakes made, and agrees with Mr. Roberts. He stated to keep things fair he recommends throwing out the previous bids, and re-bidding the jobs.

- ❖ Chairman Brown made a motion to award the five (5) FEMA contracts to the apparent low bidder, BKW, Inc., with the condition no sub-contractors are used. Commissioner McDougald seconded the motion.

Commissioner McDougald stated the concern he has with re-bidding the jobs is all contractors have seen the amounts bid previously, and is not sure about the legal aspects of re-bidding the jobs. Commissioner Shelton stated it could still turn out in BKW, Inc.'s favor if they wanted to have the option to use sub-contractors, which could be a benefit. Commissioner Shelton asked Attorney Fuqua his opinion on re-bidding. Attorney Fuqua responded BKW, Inc. was the successful bidder and met all the requirements, and the Board could be putting themselves in some legal jeopardy if they did not award the projects to BKW, Inc. Commissioner Shelton asked if the Board would be in legal jeopardy with the other contractors if the projects were awarded to BKW, Inc. Attorney Fuqua responded there should not be a problem.

- ❖ The motion passed 3-1. Commissioner Shelton opposed.

#### **GEORGE ROBERTS – ROBERTS AND ROBERTS, INC.**

Mr. Roberts stated he has not been able to stock pile any materials from Mr. Brooks' mine (high calcitic lime-rock (hi-cal)) as was promised a few weeks ago. Roberts and Roberts, Inc. was able to get 1,500 tons of rock yesterday, and will be getting 1,500 tons tomorrow. Commissioner Shelton asked how much more rock would be needed after tomorrow. Mr. Roberts responded 16,000 tons of rock are needed to finish the jobs awarded to Roberts and Roberts, Inc. Chairman Brown asked about the situation with not being able to get rock. Mr. Roberts responded that they call regularly to inquire about rock, and all companies are having trouble getting the hi-cal lime-rock. Attorney Fuqua stated he believes the rock from Mr. Brooks' mine works the best for roads, but that his mine has not shown the ability to produce the quantity of rock the contractors need. Commissioner McDougald stated all mines have had trouble, but Mr. Brooks' mine seems to have had the most trouble producing rock. He stated that Mr. Brooks' mine works better for companies that get smaller quantities of rock at a time. Mr. Joe Wood stated

when he spoke to Mr. Brooks last he was told there were 400 tons stockpiled for Roberts & Roberts, but that pile was sold to North Florida Construction. Mr. Brooks then produced 1500 tons for Roberts and Roberts yesterday and another 1,500 tons today. Chairman Brown asked Mr. Roberts his opinion on why there may be a problem getting rock from Mr. Brooks' mine. Mr. Roberts responded he thought it might be an equipment issue. He stated it is hard for the contractors to bid the jobs for a certain amount of rock needed, and then not be able to get the materials needed to finish the job. Commissioner Shelton asked if there was a problem getting rock from any of the other mines? Mr. Roberts responded that they get rock from the other mines almost every day. There was further discussion about getting rock.

Cliff Edenfield with C.W. Roberts Contracting, Inc. stated they have also been having trouble getting the hi-cal rock they need. He stated they have 26,810 tons of rock left to haul. They have hauled approximately 2,000 tons of hi-cal rock. They have completed all roads that were DOT approved rock from the other mines, and the only mine they have problems with is Mr. Brooks' mine. They hauled three (3) days last week but had to shut down because the mine had some mechanical issues. They called Monday to see if any rock was available but were told that an order for 3,000 tons had to be filled for Roberts and Roberts, Inc. Mr. Edenfield stated they want to be able to complete their projects and do a great job for the county, but have not been able to complete the projects because of the lack of hi-cal lime-rock. There was further discussion about lime-rock. Mr. Edenfield stated when C.W. Roberts was awarded the projects he went to see Mr. Brooks and said he was always two (2) weeks out of production because of not being able to get explosives or other issues. Mr. Edenfield inquired about the FEMA deadline for completing the projects. Commissioner McDougald stated they are nowhere near the deadline. There was further discussion about rock.

- ❖ Commissioner Shelton made a motion for the contractors to be allowed to use DOT approved lime-rock on all roads in the county. Commissioner Jones seconded the motion.

Attorney Fuqua expressed some concern about changing the specifications for projects already awarded, unless all the bidders agree. Commissioner Shelton stated he did not think there would be a problem, and Mr. Roberts agreed. Commissioner Shelton stated it can be included in the motion if a road has been started with hi-cal rock it can be finished with hi-cal rock, but the contractors be allowed to use any DOT approved rock on any projects that have not been started. Chairman Brown expressed his concern with FEMA contract deadlines. Ms. Angie Smith stated the County is good on time with FEMA, the contracts run out in November of 2017. Ms. Smith stated she has had to justify why it is taking so long on some of the projects that have been started but not finished by telling FEMA there has been a shortage of rock available. There was further discussion about rock and FEMA deadlines. Mr. Roberts stated they have done all the other jobs they can do, and are down to the hi-cal rock roads. He stated the shortage of hi-cal lime-rock has started costing his company money going back and forth from the job sites. He would like to be able to use any DOT approved rock on those roads so they can get the job done. There was further discussion about roads. Chairman Brown asked Commissioner Shelton if he thought there was a difference in DOT grade rock or hi-cal rock holding up better? Commissioner Shelton replied that he did not believe there was a difference. In his opinion the DOT grade rock will last just as long as the hi-cal rock. There was further discussion about the different kinds of rock. Chairman Brown stated he did not want to tell a Commissioner what kind of rock has to be used on the roads in his district. Commissioner Shelton responded that the motion would apply to the county in general. Attorney Fuqua asked if the motion was for a change order to allow the contractors to use any DOT

approved rock? He stated that a change order would be needed in order to be able to change the bid. Commissioner Shelton stated it can be included in his motion for a change order for \$0 dollars to use any DOT approved rock. Mr. Edenfield stated if the Board elects not to approve the substitution of DOT approved rock by change order he would like the Board to fund the extra mobilizations for starting and stopping a job until the mine (Mr. Brooks) has rock available. It costs C.W. Roberts, on average, \$1,500 dollars to move a piece of equipment. Commissioner Shelton stated if something is not done, additional change orders will be needed for the contractors to have more money to get the jobs done, and will drive up the price of the projects. Mr. Wood asked if C.W. Roberts could work from a stock pile like Roberts & Roberts agreed to do a few weeks ago? Commissioner Shelton stated this would not fix the problem, because no rock has been stock piled for any contractor in the past few weeks and they are having to discuss the issue again. Mr. Edenfield stated there was no stock pile at the mine for any of the companies to use. Mr. Wood stated the commissioners feel like the rock from Mr. Brooks' mine makes a better driving surface, and this is why hi-cal lime-rock was specified. Mr. Roberts suggested not bidding jobs specifying hi-cal lime-rock until materials are available and bid out the other jobs specifying DOT approved rock. There was further discussion about the ability to get rock. Commissioner McDougald stated that North Florida Construction has been able to get rock and complete their roads because they get rock in smaller quantities. Clifford Newsome with North Florida Construction stated that he is not sure how much rock they have put out but they lack about 7,400 tons to finish their jobs.

- ❖ Chairman Brown stated the motion was on the floor for a \$0-dollar change order for the contractors to be able to use DOT grade rock on all roads. There was no public comment. The motion passed 3-1. Commissioner McDougald opposed.

#### **ANTONIO JEFFERSON – OPPORTUNITY FLORIDA**

Mr. Jefferson stated he is the new Chairman for Opportunity Florida, and there will be some changes taking place within the organization. Richard Williams from Career Source Chipola, who was the previous Chairman, has transitioned to executive director of the organization. Career Source Chipola is now their operating entity. While it stands as its own organization, they are helping administer Opportunity Florida. Opportunity Florida thanked the Board for being valued members of the organization. Opportunity Florida is a 9 county regional economic development organization that represents Calhoun, Holmes, Jackson, Washington, Liberty, Gulf, Franklin, Wakulla, and Gadsden Counties. Mr. Jefferson stated that Opportunity Florida wants to deliver results for Calhoun County, to help attract additional industry and support existing businesses. He stated Calhoun County is a valued member and they want to do all they can to bring in and keep businesses in the county.

#### **STEVE BARRENTINE – ROAD PROBLEM ON CR 274**

Mr. Barrentine stated that his daughter had a wreck on CR 274 not long ago. She hydroplaned and flipped her car on a particular curve in the road. He noticed water standing in the ruts of the road and cars hydroplaning while they were on the roadside after the wreck. A few days later he noticed another set of skid marks on the same curve, and he could see where the vehicle came off the road and struck a tree. He has taken pictures of the road after a rain over a couple days showing water standing in the road, and has taken measurements of the depressions in the road. A week after his daughter's wreck and seeing the other set of skid marks, his step son told him he had hydroplaned on the curve and almost went off the road. Commissioner McDougald asked if it is a sharp curve. Mr. Barrentine responded the curve is not necessarily sharp, there are just some deep depressions. His daughter flipped

her car at the start of the curve, and the other skid marks were around Cooper Road. Chairman Brown asked Mr. Wood if this was a DOT matter. Mr. Wood stated the only way he knows to fix the road would be to re-pave the road. Chairman Brown asked Commissioner Shelton if he had driven the road since it is in his district. Commissioner Shelton responded there is a wear pattern and depressions in the road, and generally what happens when roads get unsafe with heavy wear patterns they are repaved. Commissioner Shelton stated at some point the Board was going to have to look into repairing some other roads around the county as well, because there are some that the lines have worn off, and there are other safety issues. Mr. Wood stated in the meantime until a real fix can be made, some signage could be put up warning drivers of the conditions of the road when wet. Mr. Barrentine stated he understands that will be the best the Board can do at this time, and his daughter was cited for going too fast for the conditions, but there was no way she could have known the road conditions prior to her accident. Signs would help warn drivers of the conditions at least until a permanent fix can be made. Mr. Wood stated there is a possibility some grant money could be acquired to repave that section of road.

#### **TERESA BOYD – LOCATION OF THE SIGN AT CLAY MARY PARK**

Ms. Boyd asked the Board if the sign at Clay Mary Park is there to let people know who to contact to be able to use the park? Mr. Wood stated the sign is on the gate going into the entrance of the park on the South side by the church. Ms. Boyd stated the sign is in a location where no one sees it unless you are going in by the church. She asked if the sign could be put on the River Street side of the park so it could be more readily seen? Mr. Wood stated the sign could be put on that side, it was not put there previously so it would not detract from the granite monument. He stated if it is the Board's wishes the sign will be moved. Chairman Brown stated the sign could be moved to the River Street side of the park.

#### **DIANNE FOSTER – FRACKING**

Ms. Foster expressed her concerns about fracking. She read a press release from Florida's United States Representative Gwen Graham, dated June 10, 2016, opposing the Florida Department of Environmental Protection's proposal to lower State Water Standards. Attorney Fuqua stated he has been contacted by at least one Commissioner about drafting an ordinance, taking into consideration the concerns of Neal Land and Timber Company, to bring back to the next meeting or meeting after next for the Board's review concerning fracking. Commissioner McDougald stated a resolution was looked at around Christmas, but it banned more than hydraulic fracking. Attorney Fuqua replied the resolution will be different from the others that have been handed out in the Board meetings. There was further discussion about fracking and resolutions. Ms. Foster stated that she is hoping the County will adopt an ordinance or ban in a timely manner against fracking, also known as hydraulic fracturing.

- ❖ Commissioner Shelton made a motion for Attorney Fuqua to draft an ordinance against fracking for review at the next meeting. Attorney Fuqua stated he will bring an ordinance for review, but it cannot be adopted until it has been advertised for all citizens to review. Chairman Brown seconded Commissioner Shelton's motion. Chairman Brown asked if there was any public comment on allowing Attorney Fuqua to draft a Resolution to ban fracking? Ms. Charlotte Lima inquired if Attorney Fuqua worked for the county, or if he was working for Neal Land and Timber Company? Chairman Brown responded Attorney Fuqua is hired by the county to advise the Board. Attorney Fuqua responded that he is drafting the ordinance for the Board to review and for all citizens to provide public comment. Ms. Foster asked if the ordinance drafted for the Commissioner's review would cover the citizens of Calhoun County's concerns against fracking?

Attorney Fuqua stated that is what he would do if it was the Board's wishes. Mr. William Wallace stated the people have no problem with conventional oil drilling, only with fracking wells because of the chemicals that are injected into the ground. He stated the citizens are very concerned about their water supply and rivers. Mr. Kevin Jackson stated the resolution should give property owners the right to mineral rights on their property for conventional oil drilling, but is against fracking in the county. The motion passed unanimously 4-0.

#### **KEVIN JACKSON – WATER RESOURCES**

Mr. Jackson addressed the Board about looking into processing water in the county for emergencies using ultra-violet light.

#### **VICTORIA ROLLINS – CHIPOLA RIVER CLEANUP**

Ms. Rollins introduced herself to the Board as Teen Miss Forgotten Coast, joined by Ms. Ashley Feldman, Junior Miss Forgotten Coast. She informed the Board about the 2<sup>nd</sup> Annual Chipola River Clean-up that would be held on July 9 at 9:00am, starting at Johnny Boy Landing. Depending on the amount of participation they have, they may start at two (2) different landings. Most participants will be in canoes, kayaks, and boats, and she hopes to see everyone there.

Chairman Brown opened up the floor to the public comment forms.

Ms. Brenda Wolfram expressed her concern to the Board about fracking. She is concerned with the increased traffic that would be brought in with fracking, and the number of accidents on the bridge by her home increasing. Ms. Wolfram stated the bridge has been the site of several accidents for larger trucks because the road is uneven.

Chairman Brown asked for clarification on what the process currently occurring in the county was called. Ms. Linda Lampl, of Lampl Herbert consultants, stated that seismic testing was being done. She stated there is no reason to believe there will be any fracking wells in Calhoun County.

#### **CARRIE BAKER – EMPLOYEES OVERTIME**

Ms. Baker withdrew her name from the agenda.

#### **SANDY KELLY – REPORT ON WEATHERIZATION CONTRACT, ETC.**

Ms. Kelly presented the Board with two (2) Residential Construction Mitigation Program (RCMP) change orders. The first change order was for the Terri Martin job (Gulf Coast Home Solutions), for an increase of \$900 for soffit/fascia/framing/siding.

- ❖ Commissioner Jones made a motion to approve the change order. Commissioner Shelton seconded the motion. The motion passed unanimously 4-0.

The second change order was for the Edna Burkett job (Gulf Coast Home Solutions), for an increase of \$1,500.

- ❖ Commissioner McDougald made a motion to approve the change order. Commissioner Jones seconded the motion. The motion passed unanimously 4-0.

Ms. Kelly stated that she had a RCMP quote of \$550 on Ms. Carrie Baker's house for the installation of siding on the South side of her house. The quote has been approved by the Florida Department of Emergency Management. Commissioner McDougald asked why that side of the house was not included in the original project. Ms. Carrie Baker said she believes it was left out because windows were originally planned on being installed, but because the project was wind mitigation, RCMP said the side needed to be completely closed in and the siding was left off.

- ❖ A motion to the installation of siding for \$550 was made by Commissioner Jones. The motion was seconded by Commissioner McDougald. The motion passed unanimously 4-0.

Ms. Kelly addressed the Board about the Weatherization grant. Last year the county received \$26,480 for the Weatherization Assistance Program (WAP) and this year the county will be receiving \$79,118 for the Low Income Home Energy Assistance Program (LIHEAP). She stated the Board needs to approve the LIHEAP grant.

- ❖ A motion to accept the \$79,118 LIHEAP Weatherization grant was made by Commissioner Jones. The motion was seconded by Commissioner McDougald. The motion passed unanimously 4-0.

#### **MATTHEW CHESTER, DEWBERRY ENGINEERS, INC./ PREBLE-RISH – COUNTY ENGINEER**

Mr. Matthew Chester presented the Board with a handout of all ongoing FEMA DR 4177 projects.

Mr. Chester stated at the last meeting bids were opened for the McCollough/ Irvin Road project, and negotiations were needed to be made with the apparent low bidder, Roberts & Roberts, to get the project within budget. The goal has been met and needs the Board's approval to proceed with awarding the project to Roberts & Roberts. (Funded with Commissioner District 5 discretionary budget funds of \$20,000)

- ❖ A motion to proceed with awarding the project to Roberts & Roberts, Inc. (\$20,000) was made by Commissioner McDougald. The motion was seconded by Commissioner Shelton. The motion passed unanimously 4-0.

Mr. Chester presented the Board with two (2) change orders. The first change order was for County Road 19 (Roberts & Roberts, Inc.), for a deduction of \$6,127.80 (lime-rock underrun). The second change order is for Cain Road (C.W. Roberts Contracting), for an increase of \$3,679.70 (lime-rock overrun and raised payment markers (RPMs) reduction).

- ❖ A motion was made by Commissioner Shelton to approve the change orders. The motion was seconded by Commissioner McDougald. The motion passed unanimously 4-0.

Commissioner Shelton inquired if anything had been done about DBM Contracting, Inc., who had been awarded jobs but then went out of business before starting the jobs. He inquired if the jobs had been awarded to the next lowest bidder. Mr. Joe Wood stated he was not sure, that Mr. Donald Stanley should answer that question but is currently out of town for training. Ms. Angie Smith stated she believes Mr. Stanley was at one time having trouble getting in touch with the owner of the company to get something in writing stating they were no longer in business so the bids could be awarded to the next lowest bidder. She stated she will follow up and report back at the next meeting.

#### **ANGIE SMITH – EMERGENCY MANAGEMENT DIRECTOR**

Ms. Smith presented to the Board for approval and execution from the Florida Division of Emergency Management, the Emergency Management Preparedness Assistant Grant (State grant) for \$105,806. The period of performance is July 1, 2016 through June 30, 2017.

- ❖ A motion was made by Commissioner McDougald to approve and execute the grant. The motion was seconded by Commissioner Jones. The motion passed unanimously 4-0.

Ms. Smith presented to the Board for approval and execution from the Florida Division of Emergency Management, the Emergency Management Performance Grant for \$43,682 (Federal grant) which must be matched by the County. The period of performance is July 1, 2016 through June 30, 2017.

- ❖ A motion was made by Commissioner McDougald to approve and execute the grant. The motion was seconded by Commissioner Jones. The motion passed unanimously 4-0.

Ms. Smith addressed the Board about storage in the Emergency Operations Center. She stated they have been working on making the EOC look more professional, and new tables and chairs have been purchased. There are many records being stored in the EOC due to the lack of storage space. Ms. Smith has been told the Juvenile Justice office on the 3<sup>rd</sup> floor is being vacated, and she asked permission to use that location for storing the records. Commissioner McDougald asked if there was anyone else that needed to rent the office space? Clerk Hand stated there is no one currently wanting to rent an office. There was further discussion on storing the records. The Board came to a consensus for Ms. Smith to use the office, unless in the future someone needed the office space.

Ms. Smith informed the Board that Ms. Amy Hall has submitted her resignation to be effective July 1st. An advertisement to receive job applications at the Career Source Office will be published in the County Record tomorrow and next week. Commissioner Jones inquired as to why Ms. Hall was resigning; Ms. Smith stated Ms. Hall is moving to Alabama.

#### **JOE WOOD – DIRECTOR OF OPERATIONS**

Mr. Wood stated at the last meeting the Board was informed the Health Department would no longer perform mosquito control for Calhoun County after September of this year. To participate in the state grant program, the grant must be applied for by July 15, 2016. He asked if it was the Board's wishes that the county continue with the program. Commissioner Shelton stated he would like to see the county continue with the program. Mr. Wood stated the grant for the program is \$32,467 and the county would add an additional \$14,200 for a total of \$46,667. That \$14,200 comes from a contribution of \$1,500 from the Town of Altha and \$5,500 from the City of Blountstown. The balance of \$7,200 has previously been contributed by the Health Department, but would now need to be contributed by the county. The Town of Altha and City of Blountstown have indicated they would like to continue with the program. Mr. Wood spoke with Stephen Ford in Liberty County who runs their mosquito control program, and he has agreed to write Calhoun County's grant for \$100. Mr. Wood stated the money is in the budget, and asked if it was the Board's wishes for Mr. Ford to write the grant.

- ❖ Commissioner McDougald made a motion to approve Mr. Ford writing the grant. Commissioner Shelton seconded the motion. There was no public comment. The motion passed unanimously 4-0.

Mr. Wood stated a plan and some other ideas will be brought to the Board soon regarding the program. Commissioner McDougald inquired about the portion of time and materials spent on Altha, Blountstown, and the rest of the county. Mr. Wood responded that he would see if he could get those records for the Board to review.

Mr. Wood stated the application period for the herbicide spray truck operator position closed. There was one individual who applied for the job, Mr. Austin Lee, and was interviewed last week. Part of the requirements were for the applicant to have a Class A CDL license, and a core herbicide applicators license with a right of way endorsement. Mr. Lee has all these endorsements, and has experience applying herbicides through his father's business.

- ❖ Commissioner Shelton made a motion to hire Austin Lee as the herbicide spray truck operator. Commissioner Jones seconded the motion. There was no public comment. The motion passed unanimously 4-0.

Mr. Wood stated that he would like the Board's permission to contract with Mr. Gene Long, who trained Mr. Dan Clemons on the equipment, to train Mr. Lee on the operation of the spray truck and chemicals. Commissioner Shelton asked what Mr. Long charges for this training and Mr. Wood responded that he charges \$500 per day and would train for 3 days. Commissioner Shelton asked if Mr. Clemons would possibly be interested in being paid to train the new employee. Mr. Wood responded he would check with Mr. Clemons. Chairman Brown asked how much time Mr. Wood needed? Mr. Wood stated he would like to go ahead and hire Mr. Lee, and would like to have someone train him as soon as possible. He asked the Board if he could not negotiate with Mr. Clemons to do the training, if he could go ahead and contract with Mr. Long? Chairman Brown asked where the \$1,500 to pay Mr. Long would come from? Mr. Wood stated the money comes from the spray budget. Commissioner McDougald stated he would like for Mr. Wood to contract with Mr. Long if Mr. Clemons is not interested in providing the training. Commissioner Shelton suggested to pay Mr. Clemons \$750 if he was willing to do the training. All Board members agreed to Commissioner Shelton's suggestion.

Mr. Wood stated he has been working with Mr. Jacob Dunaway with Excel Communications. The company looks for sites to install cell towers on behalf of Southern Link. Southern Link would like to put a cell tower on the old county dump site on Jim Durham Road. Mr. Wood asked the Board for permission to negotiate with Excel Communications. The initial offer was \$500 per month for 30 to 50 years, with an increase of 10% every 5 years. What Mr. Wood would like to do is negotiate to get the county about 5 antenna locations on the tower, in case the county antennas could be moved from their current location. If those locations could be negotiated it would save the county about \$10,000 an antenna. The Board came to a consensus that Mr. Wood should negotiate with the company.

Mr. Wood presented two (2) advertisements to the Board, one for the Building Code Official/Housing Administrator and one for a Contracts and Grants Coordinator. He asked for permission to advertise these positions in the next two (2) cycles of the newspaper.

- ❖ Commissioner McDougald made a motion to advertise both positions in the newspaper. Mr. Wood stated he would like to run the advertisements separately.
- ❖ Commissioner McDougald made a motion to run the Contracts and Grants Coordinator position in the newspaper first.

Commissioner Jones asked what the salary for the Grants Coordinator would be. Mr. Wood stated that the advertisement states the salary is negotiable based on skills and experience. Commissioner Jones responded that a range should be given. There was further discussion about salary. Chairman Brown suggested to start the base salary at \$42,500. Attorney Fuqua stated that a consensus and not a motion would be needed to run the ads. The Board came to a consensus to run the Contracts and Grants Coordinator position at \$42,500+ for salary and the Building Code official/Housing Administrator position at \$35,000 to \$45,000 for salary.

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

Clerk Hand stated someone recently brought to her attention an advertisement for a Special Board Meeting on February 22, 2011 and it was determined the minutes were never approved or included in the Official Minutes. The disk was recently located and the minutes have been typed and were emailed to the Commissioners. Clerk Hand asked the Board what needed to be done with the minutes. Attorney Fuqua stated that the Board should accept the minutes for recording, but not approve the minutes. Commissioner McDougald asked if the meeting was especially important. Clerk Hand responded that the meeting pertained to garbage bills being placed on the yearly ad-valorem tax bill.

- ❖ Commissioner McDougald made a motion to accept, but not approve the minutes. The motion was seconded by Chairman Brown. The motion passed unanimously 4-0.

Clerk Hand stated every year the Board approves a Memorandum of Support and Commitment between Healthy Families and the Calhoun County Commissioners for the office space provided on the 3<sup>rd</sup> floor. The office space is valued at \$7,700 and utilities at \$400 a year, for a total value provided by the Board of \$8,100. Clerk Hand asked the Board for a motion to approve the Memorandum of Support and Commitment for the upcoming fiscal year.

- ❖ Commissioner McDougald made a motion to approve the Memorandum. Commissioner Shelton seconded the motion. The motion passed unanimously 4-0.

Clerk Hand stated Sheriff Kimbrel wanted to remind the Board his Annual Summer Camp for the children is coming up soon, and the Sheriff will use approximately \$3,000 of the Crime Prevention funds received through court fines.

Clerk Hand stated the Volunteer Fire Departments are not covered by the County's insurance for fund raising events held on County property. Clerk Hand asked if the Board wanted to include in the 2016-2017 budget an amount to help provide event insurance for the Volunteer Fire Departments. Commissioner Jones asked how much event insurance would be, and Clerk Hand responded the cost varies based on the type of event (risk). Clerk Hand explained when the Kinard Volunteer Fire Department had their Halloween Festival in 2014, an adjacent landowner was allowing the fire department to use the property for event parking and requested to be covered for liability through the County's general liability policy. Clerk Hand was asked by one of the Commissioners to contact the Florida Association of Counties and see if this was possible, and they said no, and responded further the event itself would not be covered and the Volunteer Fire Department would have to supply their own event insurance as it was not a County sponsored event. Commissioner Shelton asked how much would be budgeted, and would the money be used up by some of the other fire departments who have events early in the year leaving the events at the end of the year with no funding for insurance. Mr. Wood

suggested giving each of the Volunteer Fire Departments an extra \$500 to cover an event. There was further discussion about event insurance. Attorney Fuqua stated the Board could budget \$7,500 for each fire department, plus \$500 for event insurance and if they did not have an event, they would not get the additional \$500. Commissioner Shelton stated he would rather just give the fire departments an additional \$500 to use as needed. Clerk Hand stated this is something for the Board to consider during the budget process.

Clerk Hand informed the Board she has been asked to schedule four (4) blood drives in the courthouse parking lot. The dates will be July 6<sup>th</sup>, August 31<sup>st</sup>, October 26<sup>th</sup>, and December 21<sup>st</sup> from 2 to 4pm. The Board came to a consensus to approve the dates for the blood drives.

Clerk Hand stated she was contacted today about the Calhoun County Children's Coalition back to school event. Every year before school starts back the Children's Coalition gives children school supplies, and for the past 10 or 11 years the Board has donated \$1,000 to the Coalition for this purpose. The Board came to a consensus to continue to donate \$1,000.

#### **ATTORNEY FUQUA**

Attorney Fuqua stated that Mr. Dowling Parrish had more questions about the proposed contract, so they were going to work through those questions and bring the contract back to the Board at the next meeting.

#### **COMMISSION TIME**

#### **COMMISSIONER MCDOUGALD**

Nothing to report

#### **COMMISSIONER JONES**

- ❖ Commissioner Jones made a motion to approve the re-appointment of Debra Peterson to remain the representative for Calhoun County to the Capital Area Community Action Agency. The motion was seconded by Chairman Brown. The motion passed unanimously 4-0.

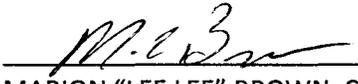
#### **COMMISSIONER SHELTON**

Commissioner Shelton expressed concern with Ms. Smith being shorthanded with hurricane season approaching. He stated the position previously held by Mr. Jodie Daniels needed to be filled soon. Mr. Wood stated he has some ideas to bring up at the next Board meeting about increasing the help in emergency management and with mosquito control, but he has more details to work out before he addresses the Board.

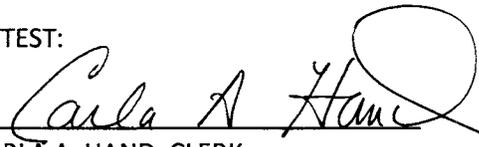
#### **CHAIRMAN BROWN**

Nothing to report.

There being no further business, the Chairman adjourned the meeting at 8:20 p.m.

  
MARION "LEE LEE" BROWN, CHAIRMAN

ATTEST:

  
CARLA A. HAND, CLERK