

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING MINUTES
SEPTEMBER 27, 2016**

PRESENT AND ACTING:

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

**MATT FUQUA, ATTORNEY
CARLA HAND, CLERK OF COURT AND COUNTY COMPTROLLER
JOE WOOD, DIRECTOR OF OPERATIONS
SARAH WILLIAMS, CLERK ADMINISTRATIVE ASSISTANT
TAD SCOTT, DEPUTY SHERIFF**

The meeting held in the Regular Meeting room was called to order by Vice-Chairman Shelton at 6:05 p.m., CT. Chairman Brown led the Prayer and Pledge of Allegiance to the Flag.

Vice-Chairman Shelton 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 (the September 13, 2016 Regular Meeting Minutes, the September 19, 2016 Special Meeting Minutes, and the September 19, 2016 Final TRIM Budget Hearing Minutes; vouchers for warrants: accounts payable warrants – 1609-TAG, 1609-ED, 1609-2G, 1609-2RD, 1609-2L, 1609-2E, 1609-VFD, and 1609-2S) was made by Commissioner McDougald and seconded by Commissioner Jones. The motion passed unanimously 3-0. (Vouchers are available in the Clerk's Office.)

MARGIE LARAMORE, SUPERVISOR OF ELECTIONS – CANVASSING BOARD

Ms. Laramore advised the Board she will be retiring this year and has endorsed Zane Wood in the election for Supervisor of Elections. Ms. Laramore stated she needs to be removed from the canvassing board, and the Chairman of the Board of County Commissioners (by Florida Statute) must nominate a replacement for her. There was further discussion about the canvassing board. Chairman Brown was not in attendance at this meeting to nominate a replacement, and Attorney Fuqua stated Ms. Laramore would need to bring this before the Board at the first regular meeting in October.

BECKY SMITH, TAX COLLECTOR – CONCEALED WEAPON PERMITS

Ms. Smith stated in April she contacted the Florida Department of Agriculture and Consumer Services (The Dept.) about providing concealed weapons application services in her office. The Dept. sent back a letter stating they will have to conduct a site inspection. Ms. Smith spoke with Clerk Hand and Tim Jenks on where to locate the concealed weapon application process, and it was decided the best area would be the driver's license office. The area for the concealed weapon application process must be a secure,

private area, so a petition will be constructed in the driver's license office. Ms. Smith asked for Board approval to start office modifications once the Tax Collector's Office is approved as a provider by the Dept. Ms. Smith hopes to have everything in place to provide concealed weapon license services by mid-2017. Ms. Smith stated she has some funds left over in this (2015-2016) year's budget and asked Board permission to use some of those funds for the construction of the petition in the driver's license office.

- ❖ Commissioner McDougald made a motion to approve Ms. Smith's request. Commissioner Jones seconded the motion. The motion passed unanimously 3-0.

SANDY KELLY – State Housing Initiatives Partnership (SHIP) BID OPENINGS

Ms. Kelly opened and read aloud the SHIP bids.

"S.H.I.P." JOBS			
Client Names	County Estimate	Gulf Coast Home Solutions, LLC	H & O Home Improvements, LLC
Gwen McKelvin	\$10,500.00 20% cap \$2,100.00 \$12,600.00	\$17,925.00	\$16,500.00
Debra Peterson	\$18,000.00 20% cap \$3,600.00 \$21,660.00	\$18,400.00	\$19,800.00
Betty Mosley	\$18,050.00 20% cap \$3,610.00 \$21,660.00	\$18,500.00	\$20,000.00
Annie Sessions	\$16,800.00 20% cap \$3,360.00 \$20,160.00	\$22,075.00	\$20,000.00
Inell Williams	\$12,500.00 20% cap \$2,500.00 \$15,000.00	\$10,450.00	_____

- ❖ Commissioner McDougald made a motion to accept the low bid on each SHIP project. Joe Wood stated there is one bid over the cap (Gwen McKelvin). Commissioner McDougald asked if Ms. Kelly could negotiate with the lowest bidder and come within the cap. Ms. Kelly stated the County has to keep the cap on this project because it is in a flood zone and improvements must stay within 50% of the assessed value of the home. Commissioner Shelton asked what needs to be done, should the job be re-bid. Ms. Kelly responded the job can be re-bid, some items may have to be removed from the list of improvements to stay under the budget cap. Commissioner McDougald changed his motion to re-bid the Gwen McKelvin job, and accept all other low bids on the SHIP projects. Commissioner Jones seconded the motion. The motion passed unanimously 3-0.

Commissioner Jones asked Ms. Kelly for an update on Ms. Cathy Bess' home. Commissioner Jones asked if Ms. Bess' home has been approved for repairs. Ms. Kelly stated Ms. Bess' home is in the flood zone, and because she has no permit for the addition and three (3) building officials have declared the job unsafe, the Florida Division of Emergency Management advised Residential Construction Mitigation Program (RCMP) funds can't be utilized. Ms. Kelly stated she has a letter from James Grant, City Building

Official. Commissioner Jones asked if he could get a copy of the letter. Ms. Kelly stated she would give him a copy of the whole packet.

CHELSEA SNOWDEN, GRANTS COORDINATOR

Ms. Snowden addressed the Board about the certification letter for 2014-2015 funding for the SHIP program. When the certification letter was initially drafted, all the money was put toward rehabilitation but there was some emergency repair work performed as well which needs to be added into the strategy for SHIP compliance. Ms. Snowden asked the Board for permission for the Chairman to execute the new certification letter for SHIP.

- ❖ Commissioner McDougald made a motion to approve the request for the Chairman to execute the SHIP certification letter. Commissioner Jones seconded the motion. The motion passed unanimously 3-0.

Ms. Snowden updated the Board on the LAP CR 69A Paved Shoulders Construction, LAP CR 69A Construction Engineering Services (CEI) and the SCRAP Carlos Peavy Road projects. Ms. Snowden stated the LAP CR 69A Paved Shoulders Construction and CEI services are still pending FDOT approval. The letter of concurrence to award the construction for the SCRAP Carlos Peavy Road project to Roberts and Roberts, Inc. has been received. Ms. Snowden stated she is working on the proposal packet to advertise for CEI services, and will hopefully advertise next week. Ms. Snowden asked for Board approval to award the SCRAP Carlos Peavy Road project to Roberts and Roberts, Inc.

- ❖ Commissioner McDougald made a motion to approve awarding the SCRAP Carlos Peavy Road project to Roberts and Roberts, Inc. Commissioner Jones seconded the motion. The motion passed unanimously 3-0.

STEVE OSWALT, FORESTRY SERVICE – ANNUAL REPORT

Mr. Oswalt presented the Board with a handout and updated them on the activities of the Forestry Service.

GENE BAILEY, VICE-CHAIRMAN OF THE IDA BOARD

Mr. Bailey stated at a previous meeting there was a question about a change order for the Airport. There were 18 items which were over or under the allowed amount on the contract, and the total increase is \$2,363.96. (New contract amount is \$1,765,841.46) Mr. Bailey asked Board permission to pay the contractor's (Gulf Coast Utility Contractors LLC (GCUC)) pay request of \$158,726.38; this pay request does not include retainage of 10% (\$176,584.00). Commissioner McDougald inquired if the additional \$2,363.96 was related to electrical conduit and lights which were not accounted for in the original bid. Mr. Bailey responded the amount is made up of a combination of asphalt, runway reflectors, sod, pvc pipe, electrical wiring, taxiway lights, and junction cans.

- ❖ Commissioner McDougald made a motion to approve the increased change order of \$2,363.96. Commissioner Jones seconded the motion. Commissioner Shelton asked if the plus and minus items are being kept up through the project. Generally, for the FEMA projects there are change orders brought before the Board to let them know of changes and to move money from one item to another. Mr. Bailey stated there is a difference when working with and estimating electrical items and what is done with the FEMA projects. The contractors try to figure the amount of cable they need as best they can, but there are a lot of variables go along with it and

is hard to figure exactly. There was further discussion about change orders. The motion passed unanimously 3-0.

Mr. Bailey asked Board permission to pay GCUC the payment request for \$158,726.38.

- ❖ Commissioner McDougald made a motion to approve payment of the pay request. Commissioner Jones seconded the motion. The motion passed unanimously 3-0.

WILLIAM WALLACE – FRACKING

Mr. Wallace presented to the Board a notebook of 500 signatures collected from Calhoun County citizens who want a ban on hydraulic fracturing. Mr. Wallace stated the Commissioners represent the citizens in matters concerning the County, especially concerning the health and safety of the citizens. If a majority of citizens want a ban on fracking it is the Commissioner's duty to support the citizens with a ban on fracking. Mr. Wallace stated it is wrong to support a small group of citizens who have financial motivation for not banning fracking. Mr. Wallace expressed his concern for contamination of our area rivers and aquifer if fracking is allowed. Mr. Wallace asked the Board to please pass a ban on fracking.

ROBYN PARRISH-HILL – LETTERS AGAINST FRACKING

Ms. Hill stated she is a small business owner and as such her biggest concern is if any type of industry such as hydraulic fracturing comes into our County it will have a significant impact on what she does with her business. Her business works around promoting the rivers through the young ladies she works with through beauty pageants, and she is working on a federal trade mark and apparel which centers around the rivers in the area. Ms. Hill presented to the Board 21 letters from area business owners in Calhoun County who feel there should be a ban on hydraulic fracturing. Ms. Hill stated the County should be looking at long term economic solutions as opposed to short term economic solutions which may potentially have a negative impact on the environment.

Vice-Chairman Shelton opened up the floor to public comment from individuals who filled out "public participation forms" prior to the meeting.

Mr. Bill Sagues stated he lives in Jefferson County, and they are currently going through this process of passing a ban on fracking. Mr. Sagues stated the small rural counties pay the price when the fracking companies come into an area, and end up with groundwater pollution. Mr. Sagues asked the Board to please consider a fracking ban as other counties in Florida have, and protect the citizens, groundwater, and surface water.

Mr. Dan Tonsmeire with the Apalachicola River Keeper Organization stated they have worked since 2010 in the aftermath of the Deepwater Horizon oil spill to come up with a position they can live with and stand behind on how oil and gas extraction is handled in the Apalachicola watershed. Mr. Tonsmeire stated the government should protect the rights of citizens. Mr. Tonsmeire expressed his concern of the high risk operation of oil companies and leaks which occur and destroy the environment. Mr. Tonsmeire asked the Board to weigh the benefits and risks of fracking when deciding whether to pass a ban.

Mr. Buddy Smith stated he wanted the County safe, and property safe, but there are already so many regulations on land owners. Mr. Smith stated he did not want any more regulations telling him what he can and cannot do on his property.

Mr. Phil McMillan stated a petition was presented to the Board a few months back of 51% of ad valorem taxpayers in Calhoun County opposing a ban on fracking. Mr. McMillan stated all the resolutions he has seen have very little to do with fracking and more to do with any type of mineral extraction. Mr. McMillan stated he would be glad to meet with any citizen in the County who is against fracking to try to come up with a solution everyone can agree on.

Attorney Fuqua stated an ordinance cannot be adopted tonight because an ordinance requires an advertised public hearing. The Attorney informed the Board they could make a motion to advertise for adoption at a later meeting. Vice-Chairman Shelton stated he is in agreement with Mr. McMillan on both sides coming together to find a solution. Vice-Chairman Shelton stated he is not against conventional oil drilling, but he is against fracking. Vice-Chairman Shelton stated he believes there could be a solution which would satisfy both sides. Attorney Fuqua stated it would be helpful if there was a proposal from the consulting firm for the oil company which would meet their needs since they have rejected all other resolutions and ordinances which have been drafted. Vice-Chairman Shelton asked Ms. Linda Lampl, of Lampl Herbert Consulting, if she could be of assistance in drafting an ordinance which would ban only fracking, not conventional oil drilling. Ms. Lampl responded she thought it would be best for Mr. McMillan to sit down with the citizens who are against fracking since he is local and all would be directly affected by the ordinance. Mr. Wallace stated he thinks an expert would need to be involved because they know all the components of the process. Ms. Lampl stated if Mr. McMillan would start the process of getting together an ordinance to satisfy both sides, they could get some other people involved as well. Vice-Chairman Shelton stated everyone has got to get together somehow and find a solution to resolve this issue. Mr. McMillan stated he would be glad to help with putting together an ordinance, and will seek the advice of experts and sit down with anyone who would like to give input on the ordinance. Vice-Chairman Shelton asked if Mr. McMillan would work on this, and bring it back to the Board at a future meeting. Commissioner McDougald stated the last resolutions he has seen were very strict and did not mention fracking, but mentioned high intensity petroleum operations which have very complex definitions. Commissioner McDougald stated he would be willing to look at something with a simple definition of hydraulic fracturing, but is opposed to banning oil exploration. Commissioner Jones stated he is also in agreement with Mr. McMillan and Vice-Chairman Shelton about everyone needing to come together for a solution. The best solution would be if both sides could sit down together and find a way meet in the middle. Vice-Chairman Shelton asked Mr. McMillan to work on an ordinance between now and the next meeting, and if he needs more time to let Clerk Hand know he is still working on it. There was further discussion on a fracking ordinance.

DONALD STANLEY, DEWBERRY ENGINEERS, INC/ PREBLE-RISH – COUNTY ENGINEER

Mr. Stanley presented the Board with a handout updating them on the ongoing FEMA projects. Mr. Stanley stated the contractors are all making progress, and there is one more round of jobs to bid out in October.

Mr. Stanley presented to the Board a change order for DR 4177 PW #350 Dogwood Lane and Shelton Road. There was an error in the mathematics across the bid, and the rounding was off by 43 cents. (Amended contract amount \$111,241.03)

- ❖ Commissioner McDougald made a motion to approve the change order for PW #350. Commissioner Jones seconded the motion. There was no public comment. The motion passed unanimously 3-0.

Mr. Stanley presented to the Board a change order for DR 4177 PW #175 Hanna Tower East, Barfield, Grady Burkett, Bill Baggett and Leonard McCroan Roads for a deduction of \$19.21. (Amended contract amount \$228,600.59)

- ❖ Commissioner Jones made a motion to approve the change order for PW #175. Commissioner McDougald seconded the motion. The motion passed unanimously 3-0.

Mr. Stanley presented to the Board a change order for DR 4177 PW #178 Mark Burke Road. The expiration of the contract was the 28th of February but the retainage on the project is now being billed, there is a 215-day change order to extend the contract to the end of this month to allow for the payment of the retainage.

- ❖ Commissioner McDougald made a motion to approve the change order for PW #178. Commissioner Jones seconded the motion. The motion passed unanimously 3-0.

Mr. Stanley presented to the Board a change order for DR 4177 PW #170 KB Jones Road. The job was completed on time, but the retainage payment ran past the completion date and needs a change order for 154 additional days.

- ❖ Commissioner McDougald made a motion to approve the change order for PW #170. Commissioner Jones seconded the motion. The motion passed unanimously 3-0.

Mr. Stanley presented to the Board a change order for DR 4177 PW #169 Bailey Cemetery Road. The change order is for an addition of 215 days in order to pay the retainage.

- ❖ Commissioner McDougald made a motion to approve the change order for PW #169. Commissioner Jones seconded the motion. The motion passed unanimously 3-0.

Mr. Stanley presented to the Board for their approval amendment to exhibit B which is the task order for the CR 69A Phase III design project. This amendment will reduce the amount of the task order to \$68,791.58.

- ❖ Commissioner McDougald made a motion to approve the amendment to exhibit B. Commissioner Jones seconded the motion. The motion passed unanimously 3-0.

Vice-Chairman Shelton inquired when the last of the FEMA projects would be bid out. Mr. Stanley responded they would probably be bid and opened the second meeting in October. There was further discussion of what roads would be on the bid list.

JOE WOOD, DIRECTOR OF OPERATIONS

Mr. Wood asked the Board for permission to increase the 2016-2017 General Fund cash carry forward by the balance of Commissioner Jones and Commissioner Brown's 2015-2016 discretionary spending

funds. Gable end kits still need to be installed on the pole barn at Clay Mary Park and scoreboards for Sam Atkins Park will not be available until after September 30th, the last day of the 2015-2016 budget.

- ❖ Commissioner Jones made a motion to approve increasing 2016-2017 General Fund cash carry forward by the balance of Commissioner Brown's and Commissioner Jones' discretionary spending funds. Commissioner McDougald seconded the motion. The motion passed unanimously 3-0.

Mr. Wood requested the Board's permission to advertise for bids to harvest the timber on the twelve and a half acres the County purchased on Martin Sewell Road; the site of the new dirt pit. Mr. Wood stated he met with a timber consultant who told him the trees were not big enough to harvest as long wood, but there are several companies who would chip the trees leaving the property bare. Mr. Wood asked permission to advertise to sell all the timber except for a barrier of pines along Martin Sewell Road.

- ❖ Commissioner McDougald made a motion to approve advertising the sale of timber on the property. Commissioner Jones seconded the motion. The motion passed unanimously 3-0.

Mr. Wood stated the first Board meeting in November, the 8th, is election night. Mr. Wood asked the Board if they would consider changing or cancelling the meeting scheduled on November 8th. Mr. Wood stated new Board members will be sworn in the second Tuesday(22nd) following the election.

- ❖ Commissioner Jones made a motion to cancel the November 8th meeting. Commissioner McDougald seconded the motion. The motion passed unanimously 3-0.

Mr. Wood asked the Board's approval to apply for and permission for the Chairman to execute the applications for three E-911 Rural County Grants totaling approximately \$50,000.

- ❖ Commissioner McDougald made a motion to approve applying for three E-911 Rural County Grants. Commissioner Jones seconded the motion. The motion passed unanimously 3-0.

Mr. Wood advised the Board the Sheriff purchased 229 books for Carr, Altha, and Blountstown Elementary schools on crime prevention at a cost of \$308. Sheriff Kimbrel requests payment for the books from the Crime Prevention Fund.

- ❖ Commissioner McDougald made a motion to approve the payment for the books out of the Crime Prevention Fund. Commissioner Jones seconded the motion. The motion passed unanimously 3-0.

Mr. Wood stated at the last Board meeting the Board was asked for clarification on the public participation policy agenda deadline. Attorney Fuqua has revised the policy to state clearly the day and time of the deadline, which was agreed upon at the last meeting to be Wednesday, six (6) calendar days before the next meeting, at 4:00 p.m. Mr. Wood asked the Board if they would like to adopt the revised policy.

- ❖ Commissioner McDougald made a motion to approve the revised public participation policy. Commissioner Jones seconded the motion. The motion passed unanimously 3-0. Ms. Carrie Baker asked what changes were made to the policy. Attorney Fuqua responded the time and day for the deadline to be placed on the agenda were made clear, and it also clarified if there

was a group who wanted to speak on the same topic the Chairman has the authority to ask the group to pick a spokesperson to speak on their behalf.

CLERK HAND, CLERK OF COURT AND COUNTY COMPTROLLER

Clerk Hand presented to the Board Resolution 2016-28 amending the 2015-2016 fiscal year budget for unanticipated grant revenue in the General Fund, County Transportation Trust Fund II, Weatherization Fund, Waste Management Grant Fund, Health Grant Fund, and the Industrial Development Authority Fund. This revenue is needed to help pay certain expenditures incurred in 2015-2016.

RESOLUTION 2016-28
OF THE BOARD OF COUNTY COMMISSIONERS
OF CALHOUN COUNTY, FLORIDA

WHEREAS, the Calhoun County Board of County Commissioners of Calhoun County, Florida has unanticipated revenue in the General Fund, County Transportation Trust Fund II, Weatherization Fund, Waste Management Grants, Health Grants and Industrial Development Authority Fund;

WHEREAS, said revenue is needed to help pay certain expenditures incurred in fiscal year 2015-2016,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The fiscal year 2015-2016 budget be amended as follows:

		Original Budget	Increase (Decrease)	Amended Budget
<u>General Fund</u>				
<u>State Homeland Security Grant (16-DS-P4-02-17-01-215)</u>				
Revenues				
01331-0216DS	Homeland Security Grant	\$ -	\$15,819	15,819
Expenditures				
0152516D-3416DS	Contractual Services	-	\$15,819	15,819
<u>Florida Recreational Development Assistance Program (FRDAP)</u>				
<u>Sam Atkins Park</u>				
Revenues				
0133400-0720V	FRDAP Grant	\$ -	\$50,000	50,000
0133400-072VI	FRDAP Grant	-	50,000	50,000
0133400-07200	FRDAP Grant	50,000	(50,000)	-
Expenditures				
01572-63287V	Sam Atkins Park – Phase V	-	50,000	50,000
01572-6328VI	Sam Atkins Park – Phase VI	-	50,000	50,000
01572-64000G	Sam Atkins Park	50,000	(50,000)	-
<u>County Transportation Trust Fund II (CTTF II)</u>				
<u>D.O.T. Local Agency Program (LAP)</u>				
Revenues				

12331LAP-49C69A	LAP-CR 69A – Paved Shoulders	\$ -	\$70,000	70,000
Expenditures				
12541LAP-6369A	Infrastructure – 69A	-	70,000	70,000
Small County Road Assistance Program Agreement (SCRAP)				
Revenues				
12334-49CARL	SCRAP – Carlos Peavy Road	\$ -	\$68,905	68,905
12334-49ROYG	SCRAP – Roy Golden Road	-	54,900	54,900
Expenditures				
12541-63CARL	SCRAP – Carlos Peavy Road	-	68,905	68,905
12541-63ROYG	SCRAP – Roy Golden Road	-	54,900	54,900
Small County Outreach Program Agreement (SCOP)				
Revenues				
12334-49MUSG	SCOP – Musgrove/Johnson Road	\$ -	\$38,319	38,319
12334-49WOOD	SCOP – SW Woods Road	-	41,067	41,067
Expenditures				
12541-63MUSG	SCOP – Musgrove/Johnson Road	-	38,319	38,319
12541-63WOOD	SCOP – SW Woods Road	-	41,067	41,067
Weatherization Fund				
Weatherization Grant #15WX-OG-02-17-01-006				
Revenues				
21331W15-06200	Weatherization 15WX grant	\$ -	\$22,513	22,513
Expenditures				
21554W15-31400	Program Support	\$ -	4,168	4,168
21554W15-31500	Administration	-	1,065	1,065
21554W15-32000	Audit	-	265	265
21554W15-45000	Insurance	-	1,841	1,841
21554W15-52064	Supplies	-	39	39
21554W15-55000	Materials	-	8,342	8,342
21554W15-56000	Labor	-	6,793	6,793
		\$ -	22,513	22,513
Waste Management Grants				
Small County Consolidated Grant				
Revenues				
51334SC-03400	State Grant – Small County	\$ 45,454	\$45,455	90,909
Expenditures				
51539-64000	Equipment	-	45,455	45,455
Health Grants				
State Grants				
Revenues				
54334-06100	Health Grant – C3007 and C4007	\$119,461	\$8,611	128,072

Expenditures				
54526-41000	Communications expense	-	8,611	8,611
Industrial Development Authority Fund (IDA)				
Revenues				
57331-41FAA	Federal Grant – Parallel Taxiway	\$ -	695,242	695,242
57331-041TAX	Federal Grant – Parallel Taxiway	365,639	(365,639)	0
57334-41TAX2	State Grant – Parallel Taxiway (GO325)	-	473,946	473,946
		365,639	803,549	1,169,188
Expenditures				
57542-63FAA	Parallel Taxiway (FAA)	-	695,242	695,242
57542-63TAX	Parallel Taxiway	1,265,639	(365,639)	900,000
57542-63TAX2	Parallel Taxiway (GO325)	-	473,946	473,946
		1,265,639	803,549	2,069,188

THIS RESOLUTION ADOPTED by the Calhoun County Board of County Commissioners at their regular meeting on this 27th day of September 2016.

- ❖ Commissioner McDougald made a motion to approve Resolution 2016-28. Commissioner Jones seconded the motion. The motion passed unanimously 3-0.

Clerk Hand stated there is an Amended Interlocal Agreement for the Medical Examiners Services for fiscal year 2016-2017. Calhoun County's share remains at \$35,334 as included in the budget. Clerk Hand asked for approval and permission for the Chairman to execute the agreement.

- ❖ Commissioner McDougald made a motion to approve the Amended Interlocal Agreement. Commissioner Jones seconded the motion. The motion passed unanimously 3-0.

Clerk Hand requested permission to pay certain vouchers, as emailed to the Commissioners earlier, prior to the next Board meeting after they have been approved by the Emergency Management Director. Due to certain extenuating circumstance these were not presented to the Clerk's office for payment in time to meet the deadline for tonight's meeting.

- ❖ Commissioner McDougald made a motion to approve the vouchers. Commissioner Jones seconded the motion. There was no public comment. The motion passed unanimously 3-0.

Clerk Hand stated the 2% pay increase which will take place for 2016-2017 will take effect for the workweek beginning September 30, 2016. Payment for days worked September 16th through September 29th will be made to employees on October 6th, and will not include the 2% raise as all the days worked are in the 2015-2016 budget year.

ATTORNEY TIME

Attorney Fuqua stated he received a template for an Affirmative Action Plan from the Florida Association of Counties' lawyer which he emailed to the Commissioners. Attorney Fuqua stated the plan is fairly complex, and requires a lot of reporting and appointment of positions. Attorney Fuqua suggested Clerk Hand, Mr. Wood, and Ms. Snowden meet and determine if the plan would work and if

there are enough people to fill all the obligations in the plan. Attorney Fuqua stated the County will need to decide if this is something which can be implemented, or if it is too complex and needs to be cut back. Commissioner McDougald asked if this is something required of the County to have. Attorney Fuqua stated this is not mandatory at this time, and not all counties have an Affirmative Action Plan. There was further discussion about Affirmative Action Plans. Commissioner Jones asked if the plan emailed to the Commissioners was specifically for Calhoun County. Attorney Fuqua responded the plan sent out was a template, and could be molded to apply to Calhoun County. Commissioner Jones stated he believed there needs to be an Affirmative Action Plan in the County so more minorities and women would be required to be hired. Attorney Fuqua stated there would probably be statistics supplied through Workforce Development for demographic information on each new position advertised to see how many minorities in the area were qualified for the position. Mr. Wood asked where the research for those statistics would come from. Attorney Fuqua stated they would come from the Department of Labor, and Clerk Hand added the County sends statistics to the Department of Labor each year.

Attorney Fuqua stated a Planning Commission Meeting needs to be scheduled for the proposed abandonment of the Crossroads Subdivision on Highway 73 North. Attorney Fuqua stated typically Planning Commission Meetings have been scheduled for the second meeting of the month, which would be October 25th, and would give the time to advertise in the newspaper. Attorney Fuqua suggested to schedule the meeting for 5:45 on October 25th; the Board agreed by consensus.

Attorney Fuqua stated there is a Sonitrol Agreement for security at the courthouse. Mr. Wood stated a purchase order was sent to him about a week ago for an electronic key system for the back door of the courthouse which only employees will be able to use. Mr. Wood stated the purchase order (quote) included a monthly monitoring fee which is not included in the 2016-2017 County budget. Sheriff Kimbrel informed him the Circuit Judge has approved paying the monthly monitoring fee from the Court Facilities Fund. Attorney Fuqua stated there was some indemnification language in the contract which needs to be modified before the Board approves and executes the contract. Mr. Wood inquired if the Board wanted to approve the contract contingent on Attorney Fuqua's approval. Commissioner McDougald asked if allowing an employee to enter the courthouse with a key card (fob) instead of through the metal detectors at the front door would be defeating the purpose of courthouse security in regard to workplace violence. Mr. Wood stated if there is a situation of a disgruntled employee there would not be as much security, but in the situation of a disgruntled citizen there would be security. Attorney Fuqua stated Jackson County employees go through the metal detectors before entering the courthouse. Vice-Chairman Shelton asked who will be assigned fobs for the back door. Mr. Wood stated security is up to the Judge and the Sheriff, he is not sure who will be assigned fobs. Vice-Chairman Shelton stated he believes it should be the Board's decision who has the fobs, not the Sheriff or the Judge. Mr. Wood stated this has all developed in the past day or two so all the aspects are not known, but he thinks all employees will have an electronic key fob to enter the courthouse. Clerk Hand stated Court Administration plans on ordering 100 key fobs to start with. There was further discussion about key fobs. Mr. Wood stated there are more questions than answers at this point, the Sheriff is diligently working to provide security in the courthouse. Vice-Chairman Shelton stated if all employees are issued key fobs more people will have access to the courthouse than at the present time; not all employees have keys to the exterior courthouse doors. There was further discussion about courthouse security. Mr. Wood stated hopefully more information will be available at the next meeting. Attorney Fuqua

requested Mr. Wood find out more information and relay it back to the Commissioners privately, rather than talking about how the security system will work at a public meeting.

COMMISSIONER TIME

COMMISSIONER MCDUGALD

Nothing to report.

COMMISSIONER JONES

Nothing to report.

VICE-CHAIRMAN SHELTON

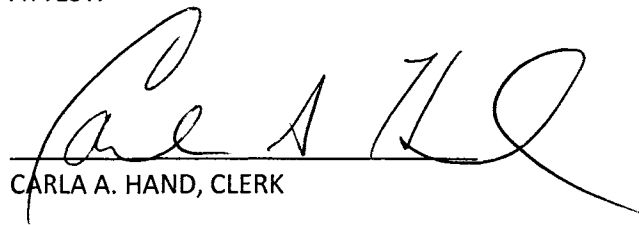
Nothing to report.

There being no further business, the meeting adjourned at 7:45 p.m. CT.



WOODROW "LEE" SHELTON, VICE-CHAIRMAN

ATTEST:


CARLA A. HAND, CLERK

**RESOLUTION 2016 - 28
OF THE BOARD OF COUNTY COMMISSIONERS
OF CALHOUN COUNTY, FLORIDA**

WHEREAS, the Calhoun County Board of County Commissioners of Calhoun County, Florida has unanticipated revenue in the General Fund, County Transportation Trust Fund II, Weatherization Fund, Waste Management Grants, Health Grants and Industrial Development Authority Fund;

WHEREAS, said revenue is needed to help pay certain expenditures incurred in fiscal year 2015-2016,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The fiscal year 2015-2016 budget be amended as follows:

		<u>Original Budget</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>General Fund</u>				
<u>State Homeland Security Grant (16-DS-P4-02-17-01-215)</u>				
Revenues				
01331-0216DS	Homeland Security grant	\$ -	\$ 15,819	15,819
Expenditures				
0152516D-3416DS	Contractual Services	-	15,819	15,819
 <u>Florida Recreational Development Assistance Program (FRDAP)</u>				
<u>Sam Atkins Park</u>				
Revenues				
0133400-0720V	FRDAP Grant	\$ -	\$ 50,000	50,000
0133400-072VI	FRDAP Grant	-	50,000	50,000
0133400-07200	FRDAP Grant	50,000	(50,000)	-
Expenditures				
01572-63287V	Sam Atkins Park - Phase V	-	50,000	50,000
01572-6328VI	Sam Atkins Park - Phase VI	-	50,000	50,000
01572-64000G	Sam Atkins Park	50,000	(50,000)	-
 <u>County Transportation Trust Fund II (CTTF II)</u>				
<u>D.O.T. Local Agency Program (LAP)</u>				
Revenues				
12331LAP-49C69A	LAP- CR 69A- Paved Shoulders	\$ -	\$ 70,000	70,000
Expenditures				
12541LAP-6369A	Infrastructure - 69A	-	70,000	70,000
 <u>Small County Road Assistance Program Agreement (SCRAP)</u>				
Revenues				
12334-49CARL	SCRAP - Carlos Peavy Road	\$ -	\$ 68,905	68,905
12334-49ROYG	SCRAP - Roy Golden Road	-	54,900	54,900
Expenditures				
12541-63CARL	SCRAP - Carlos Peavy Road	-	68,905	68,905
12541-63ROYG	SCRAP - Roy Golden Road	-	54,900	54,900

		Original Budget	Increase (Decrease)	Amended Budget
<u>Small County Outreach Program Agreement (SCOP)</u>				
Revenues				
12334-49MUSG	SCOP - Musgrove / Johnson Road	\$ -	\$ 38,319	38,319
12334-49WOOD	SCOP - SW Woods Road	-	41,067	41,067
Expenditures				
12541-63MUSG	SCOP - Musgrove / Johnson Road	-	38,319	38,319
12541-63WOOD	SCOP - SW Woods Road	-	41,067	41,067

Weatherization Fund

Weatherization Grant #15WX-OG-02-17-01-006

Revenues				
21331W15-06200	Weatherization 15WX grant	\$ -	\$ 22,513	22,513
Expenditures				
21554W15-31400	Program support	\$ -	4,168	4,168
21554W15-31500	Administration	-	1,065	1,065
21554W15-32000	Audit	-	265	265
21554W15-45000	Insurance	-	1,841	1,841
21554W15-52064	Supplies	-	39	39
21554W15-55000	Materials	-	8,342	8,342
21554W15-56000	Labor	-	6,793	6,793
		<u>\$ -</u>	<u>22,513</u>	<u>22,513</u>

Waste Management Grants

Small County Consolidated Grant

Revenues				
51334SC-03400	State Grant - Small County	\$ 45,454	\$ 45,455	90,909
Expenditures				
51539-64000	Equipment	-	45,455	45,455

Health Grants

State Grants

Revenues				
54334-06100	Health Grant - C3007 and C4007	\$ 119,461	\$ 8,611	128,072
Expenditures				
54526-41000	Communications expense	-	8,611	8,611

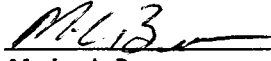
Industrial Development Authority Fund (IDA)

Revenues				
57331-41FAA	Federal Grant - Parallel Taxiway	\$ -	695,242	695,242
57331-041TAX	Federal Grant - Parallel Taxiway	365,639	(365,639)	0
57334-41TAX2	State Grant - Parallel Taxiway (GO325)	-	473,946	473,946
		<u>365,639</u>	<u>803,549</u>	<u>1,169,188</u>
Expenditures				
57542-63FAA	Parallel Taxiway (FAA)	-	695,242	695,242
57542-63TAX	Parallel Taxiway	1,265,639	(365,639)	900,000
57542-63TAX2	Parallel Taxiway (GO325)	-	473,946	473,946
		<u>1,265,639</u>	<u>803,549</u>	<u>2,069,188</u>

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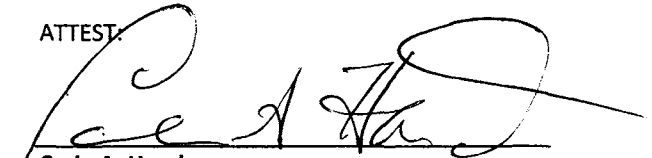
THIS RESOLUTION ADOPTED by the Calhoun County Board of County Commissioners at their regular meeting on this 27th day of September 2016.

BOARD OF COUNTY COMMISSIONERS
CALHOUN COUNTY, FLORIDA:



Marion L. Brown
Chairman

ATTEST.



Carla A. Hand
Clerk to the Board of County Commissioners
Calhoun County, Florida