

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR MEETING MINUTES  
DECEMBER 13, 2016**

**PRESENT AND ACTING:**

**DANNY RAY WISE, CHAIRMAN  
GENE BAILEY, VICE-CHAIRMAN  
DARRELL MCDUGALD  
DENNIS JONES  
JERAL HALL**

**MATT FUQUA, ATTORNEY  
ANGIE SMITH, EMERGENCY MANAGEMENT DIRECTOR  
JOE WOOD, DIRECTOR OF OPERATIONS  
CARLA A. HAND, CLERK OF COURT AND COUNTY COMPROLLER  
SARAH WILLIAMS, CLERK ADMINISTRATIVE ASSISTANT  
TADD SCOTT, DEPUTY SHERIFF**

**APPROVAL OF MINUTES AND VOUCHERS**

A motion to approve the minutes and vouchers as published on the agenda (November 22, 2016 Workshop Minutes, the November 22, 2016 Regular Meeting Minutes, the November 28, 2016 Special Meeting Minutes; vouchers for warrants: accounts payable warrants –1611-WEL, 1611-FPC, 1612-MED, 1612-TAG, 1612-1GP, 1612-1GC, 1612-1RD, 1612-1L, 1612-1EP, 1612-1EC, 1612-FVD, 1612-1S and payroll warrants – PR16-B24, PR16-B25, PR16-B26, PR111716, PR120116) was made by Commissioner Hall and seconded by Commissioner Bailey. The motion passed unanimously 5-0.

**PLANNING COMMISSION – REQUEST FOR VARIANCE**

Attorney Fuqua stated there has been a motion from the Planning Commission for the Board to recommend the approval of the Mr. Charles Smith's variance request.

- ❖ There was no public comment. The variance request was approved unanimously 5-0.

**CHARLES WILLIAMS – SPEED BUMP REMOVAL ON CHARLIE WOOD ROAD**

Ms. Judith Williams, Mr. Charles Williams' wife, stated they have approached Mr. Joe Wood about the speed bumps which were removed from their road a few weeks ago. Ms. Williams stated a petition had been presented to Mr. Wood by Mr. James Young and his wife to have the speed bumps removed from Charlie Wood Road. Ms. Williams stated Mr. Young is not a registered voter in Calhoun County and is also not a property owner. Mr. Young approached Ms. Williams and her husband asking for them to sign his petition, and when asked what the speed bumps would be replaced with he stated there were different things the County could install but the current speed bumps were damaging to vehicles. Ms. Williams stated she and her husband refused to sign the petition when Mr. Young could not prove there would be an alternative to the speed bumps installed to slow vehicles speeding on the road. Ms. Williams stated the speed bumps were approved by the Board to be removed on the basis the petition had the majority of the residents of Charlie Wood Road's signatures, but this information was false. The

petition had sixteen (16) signatures, but those signatures only represented six (6) households. Ms. Williams presented the Board with both the petition which Mr. Young had signed, and with a new petition signed by fourteen (14) households, with one signature per household. Ms. Williams stated the Board was presented with false information to remove the speed bumps, and the fourteen (14) households which signed the new petition are asking the Board to correct the mistake and place speed bumps back on the road. Ms. Williams stated there has been an increase in speeding on the road since the speed bumps have been removed, and when the other end of the road is finished being paved speeding will most likely get worse. Commissioner McDougald asked if the Williams' Commissioner was involved in the previous petition. The Williams' stated no, no one came out and verified any of the signatures on the petition. Ms. Williams stated there are a lot of families with children on the road, and the speed bumps are needed for their safety. Commissioner McDougald stated speed bumps are controversial, and usually it takes every household on a road to agree to speed bump installation. Ms. Williams stated their petition does not ask for speed bumps to be installed, but for the Board to correct an error made in removing the speed bumps and having them placed back on the road. Ms. Williams stated the Board should not have approved the speed bump removal unless there was a majority of household signatures on the petition, which there were not. Commissioner Bailey read the minutes from the meeting the removal of the speed bumps was approved. Commissioner Bailey asked Mr. Wood if he talked to anyone to verify the signatures were legitimate before the petition was brought before the Board. Mr. Wood stated the signatures were legitimate, but there were multiple signatures representing one parcel of property. Mr. Wood stated the Board did not have any reason to believe the signatures were not legitimate. Commissioner Bailey asked if any of the signatures were verified. Mr. Wood stated he spoke with Mr. Young and tried to talk him into leaving the speed bumps. Commissioner Bailey asked if the Board has a specific policy on speed bump installation and removal. Mr. Wood stated this issue came up in a Board meeting previously, and it was stated every property owner on a road would have to agree to speed bumps before they could be installed. Mr. Wood stated the Board had never faced an issue of speed bump removal before, only installation. Mr. Wood stated each signature on the speed bump removal petition was not checked to make sure they were from different households, and not multiple signatures from the same household. Mr. Wood stated he printed the Williams' a parcel map so they could be sure to contact every property owner and make sure there was only one signature per household. Commissioner Jones asked when the Board approved the speed bump removal. Ms. Williams stated the meeting was on October 25<sup>th</sup>. Commissioner Jones stated he was not present at the meeting.

- ❖ Commissioner Jones made a motion for the Commissioner of the district to check the validity of the signatures on the petition. Commissioner Bailey seconded the motion. Commissioner McDougald stated if the speed bumps are replaced, the residents which were opposed to the speed bumps on the road need to be informed before they are replaced. Mr. Williams stated some of the residents complained the speed bumps were too high, but there are different kinds of speed bumps which could be installed. Chairman Wise stated our country is based on majority rule, and does not think there should have to be 100% consent of property owners to install speed bumps on a road. Mr. Williams stated when the speed bumps were installed initially five (5) years ago there was not 100% consent, there was one land owner who was against the speed bumps. Mr. Wood made a recommendation to the Board to set a period of time the speed bumps must be left in or left out if the issue is revisited in the future to prevent the speed bumps from being removed and replaced often. Commissioner McDougald stated this would be a good policy to have for the future. Commissioner Bailey stated he wanted to clarify

that only one signature per household was allowed to sign the petition, not anyone in the household who drives. Chairman Wise asked if Mr. Bailey would be reporting back to the Board at the next meeting. Commissioner Bailey responded he would report back. The motion passed unanimously 5-0.

#### **DOUG HARRELL – WEST SIDE VOLUNTEER FIRE DEPARTMENT CHIEF**

Mr. Harrell presented the Board with a map illustrating the insurance benefit of a fire department to an area. The Insurance Services Office (ISO) provides ratings of fire departments and set the rules most of the insurance industry follows when it comes to setting homeowners insurance rates. One of the primary rules is if a home is more than five (5) road miles from a fire station, that home is counted as not having any fire protection which can greatly increase homeowner's insurance. Road miles only account for paved roads, they do not account for dirt roads. Mr. Harrell reviewed the map with the Board, explaining less than half of the district is currently considered covered by West Side VFD. Mr. Harrell stated West Side VFD wants to provide fire service to everyone in their district, so they have a plan to place a second fire station in the district. Mr. Harrell stated Neal Land and Timber Company has donated 1 ¾ acres of land at the corner of Hwy 71 South and Earl Weeks Road for the second fire station. This placement would allow West Side VFD to cover all but a small portion of Hwy 275. Mr. Harrell stated they have the equipment necessary to equip both stations when the second station is built. Mr. Harrell stated also with ISO, if two (2) fire stations are located less than five (5) road miles apart, all the equipment in both stations can be counted for anyone within five (5) miles of either station. Mr. Harrell stated this could be a great thing for the residents of the district, as their homeowner's insurance could decrease by several hundred dollars. Mr. Harrell stated the fire station is on a limited budget, they run on \$7,500 per year, but they have saved enough money to erect a building. They have someone who has offered to pave the area for the building, on the condition they can install a helipad. Mr. Harrell stated there are some ways the County could help. Mr. Harrell stated the land needs some fill dirt, a contractor has looked at the land and suggested fifty (50) or sixty (60) loads of dirt would probably be the amount needed to bring up the area so drainage will not be a problem. Mr. Harrell stated they could also use some help with driveways. There will be two (2) driveways needed, and DOT has agreed to waive the fees associated with permitting the construction of the driveways. There was further discussion on the amount of dirt needed for the area. Commissioner McDougald asked if a wetlands permit would be needed to build the area up. Mr. Harrell stated he did not believe one would be needed, the area does not have standing water. Commissioner McDougald stated Mr. Frank Snowden may need to provide some information to make sure the area is not considered wetlands. Mr. Wood stated the area is not considered wetlands, and the driveways would need to be constructed in order for the dump truck to be able to deliver the fill dirt needed to build up the land. There was further discussion about the placement of a second fire department. Mr. Harrell stated no equipment at a fire station counts if it is not in an enclosed, heated building. West Side VFD's 6,000-gallon tanker sits outside the main building, and they do not receive any credit for the vehicle. With the construction of the second fire station, this piece of equipment would be able to be placed inside the building and the fire department could receive credit on the vehicle. Mr. Harrell stated West Side VFD believes this will be a benefit to the citizens of the area, and will not increase their operating costs by much. There was further discussion about the fire station. Commissioner Bailey asked who has the deed to the land. Mr. Harrell stated Neal Land and Timber Company deeded the land to West Side

VFD, on the condition if the fire station is ever abandoned the land will revert back to Neal Land and Timber Company.

- ❖ Commissioner Bailey made a motion for the County to start working on installing culverts so the construction of the second fire station can move forward. Commissioner Jones seconded the motion.
- ❖ Commissioner McDougald made a motion for the issue to be tabled until further information about costs and project details can be gathered until the next meeting. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

**ANGIE SMTIH, EMERGENCY MANAGEMENT DIRECTOR**

Ms. Smith stated she has proposals to open for Construction Engineering Inspection (CEI) services for McDaniel/Sheard Road Loop and Carlos Peavy Road. Ms. Smith explained the proposals for each project will be provided to the Commissioners along with scoring sheets, which will be brought back at the December 27<sup>th</sup> Board meeting to select which company will be awarded the project. There were two (2) companies who submitted proposals for the two (2) projects, Southeastern Consulting Engineers, Inc. and Panhandle Engineering, Inc. Commissioner Bailey stated the Florida Department of Transportation likes to see three (3) proposals, but there are only two (2) proposals which have been submitted. Commissioner Bailey stated Ms. Smith has been informed by Florida Department of Transportation (FDOT) this will be acceptable.

Ms. Smith presented to the Board for approval and execution a Supplemental Agreement for FDOT for the Local Agency Program (LAP) CR 69A Paved Shoulder Project Phase I for a decrease of \$46,917 due to the bid amount coming in under budget.

- ❖ Commissioner McDougald made a motion to approve the Supplemental Agreement. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

Ms. Smith presented to the Board for approval and execution Resolution 2016-33 authorizing the Chairman to enter into and execute the Supplemental Agreement for LAP CR 69A Paved Shoulder Project Phase I.

- ❖ Commissioner McDougald made a motion to approve Resolution 2016-33. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

Ms. Smith presented to the Board for approval and execution a Supplemental Agreement for FDOT for the LAP CR 69A Paved Shoulder Project Phase II for an increase of \$11,017. The bids came in at the budgeted amount, so to allow for any contingencies the budget was slightly increased.

- ❖ Commissioner McDougald made a motion to approve the Supplemental Agreement. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

Ms. Smith presented to the Board for approval and execution Resolution 2016-34 authorizing the Chairman to enter into and execute the Supplemental Agreement for LAP CR69A Paved Shoulder Project Phase II.

- ❖ Commissioner McDougald made a motion to approve Resolution 2016-34. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

Ms. Smith informed the Board the Calhoun County Emergency Management Office will be attending the Florida Emergency Preparedness Association (FEPA) Conference in Orlando January 30<sup>th</sup> through February 3<sup>rd</sup>. This conference is a requirement for the scope of work for the EMPA and EMPG Grant.

**BOB FLECK, IDA BOARD CHAIRMAN**

Mr. Fleck presented to the Board a Resolution requesting FDOT change project number 4222987 from Construct Runway 18-36 South Extension to Construct Taxiway North Extension.

- ❖ Commissioner Bailey made a motion to approve the Resolution. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.

**JUSTIN FORD, DEWBERRY ENGINEERS, INC/ PREBLE-RISH**

Mr. Ford presented to the Board for approval and execution Resolution 2016-35 and an associated letter of support for the Safe Routes to School, Altha Sidewalk Project. There is a requirement to have the Resolution and letter of support approved and signed prior to the submission of the application for the construction of additional sidewalks in Altha.

- ❖ Commissioner McDougald made a motion to approve Resolution 2016-35 and the letter of support. Commissioner Bailey seconded the motion. There was further discussion about where the sidewalks would be located. The motion passed unanimously 5-0.

Mr. Ford stated at the previous Board meeting Federal Emergency Management Agency (FEMA) projects were opened, and there were some errors in the math with some of the totals and the projects were not awarded. Mr. Ford stated the low bidder was not affected by the errors. North Florida Construction was the low bidder on five (5) of the projects, Roberts and Roberts, Inc. was the low bidder on one project, and Southern Rock and Lime, Inc. was the low bidder on one project.

- ❖ Commissioner Bailey made a motion to un-table the motion tabled from the previous meeting. Commissioner Wise seconded the motion. The motion passed unanimously 5-0.
- ❖ Commissioner Bailey made a motion to award each project to the low bidder. Commissioner Jones seconded the motion. Commissioner Wise asked about time limits on the projects. Mr. Ford responded they are usually 120 days. Ms. Smith explained the process of issuing the Notice of Award and Notice to Proceed. Commissioner Bailey asked if the Notice to Proceed would be issued to a contractor for all their awarded projects at one time. Mr. Ford stated the Board can make the decision to issue Notices to Proceed however they see necessary. Mr. Ford stated in the past the Notice to Proceed has been issued in a staggered sequence when a contractor has more than one job awarded. There was further discussion about issuing Notices to Proceed. Commissioner Wise stated a company should have the capacity to complete the projects they bid on within the time frame given, even if they are awarded multiple projects. Mr. Ford stated if this is the position of the County they can issue all the Notices to Proceed at one time. Attorney Fuqua stated his only concern would be until now the Notices to Proceed have been issued in a staggered sequence, and now the Board would be issuing Notices to Proceed for all awarded jobs at once. Commissioner McDougald stated he does not see the issue with a company being awarded more than one job. Commissioner McDougald stated this has been done in the past and has not been a problem unless there has been a shortage of lime rock. Commissioner Bailey stated he has no problem issuing a change order for a time extension if the

contractor has a legitimate reason for needing the extended time. There was further discussion about time extensions. The Board came to a consensus to issue all Notices to Proceed at the same time, and if a change order is needed it be brought before the Board with justification. The motion passed unanimously 5-0.

#### **JOE WOOD, DIRECTOR OF OPERATIONS**

Mr. Wood stated at the last meeting the Board was interested in how much gasoline Michael DeVuyst and Joe Milligan of the Health Department were using in exchange for doing the water sampling for the County. Mr. Wood stated in the last twelve (12) months the Health Department used 1,482 gallons of gasoline at an average price of \$1.78, which totals \$2,638. The cost of the sampling the Health Department has done for the county is \$2,290 and they will be doing some additional sampling because of the new well at Lamb Eddy boat ramp. Mr. Wood stated the cost of the sampling will not change much in a year, but the price of gasoline varies. Mr. Wood stated it is up to the Board how they want to proceed.

- ❖ Commissioner Bailey made a motion to allow the Health Department to continue receiving gasoline from the County in exchange for the well sampling and to monitor the costs. Chairman Wise seconded the motion. The motion passed unanimously 5-0.

Mr. Wood stated for the Board's consideration, Sheriff Kimbrel would like to receive reimbursement from the Crime Prevention Fund for the Halloween bags for the children at the County schools with information on how to be safe while trick or treating. The amount spent on the bags was \$749.76.

- ❖ Commissioner McDougald made a motion to approve the reimbursement. The motion was seconded by Commissioner Jones. The motion passed unanimously 5-0.

Mr. Wood requested the 1997 Ford pick-up truck be transferred from the Building Department to the Road Department. Mr. Wood stated the Building Official has a new truck, and the Road Department can use the vehicle to transport employees to and from job sites.

- ❖ Commissioner McDougald made a motion to approve the transfer of the vehicle. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

Mr. Wood stated Judge Grover has requested an additional handicap parking space on the West side of the Courthouse. Currently there are two (2) handicap parking spaces with an additional eleven (11) regular parking spaces. Mr. Wood stated two (2) regular spaces have to be removed to put in a handicap space. Mr. Wood stated the maintenance crew could paint the lines and move the bumpers at a minimal cost to the County.

- ❖ Commissioner McDougald made a motion to approve the additional handicap parking space. Commissioner Hall seconded the motion. Chairman Wise asked if this would move all the handicap spaces to the West side of the Courthouse. Mr. Wood stated just one would be moved. Chairman Wise asked why all the parking spaces closest to the West side of the building couldn't be converted to handicap parking spaces. Mr. Wood stated the Board would need to determine how many handicapped people may be in the courthouse at one time. Commissioner McDougald asked if there was a formula for figuring the number of handicap spaces needed. Attorney Fuqua stated there would be guidelines under construction and in the County's land development regulations. Ms. Smith also added a building must be under Americans with

Disabilities Act (ADA) compliance for handicap parking. Chairman Wise stated he would like to see all the handicap spaces moved to the West side of the Courthouse. There was further discussion about moving the handicap spots. Commissioner McDougald withdrew his motion.

- ❖ Chairman Wise made a motion to move all the handicap parking spaces to the West side of the Courthouse. Commissioner Bailey seconded the motion. Commissioner McDougald stated he would like to know how many handicap parking spaces would be needed to make the Courthouse ADA compliant.
- ❖ Commissioner Bailey made a motion to amend the main motion, to move however many handicap parking spaces required to make the Courthouse ADA compliant. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.
- ❖ The main motion passed unanimously 5-0.

Mr. Wood stated Judge Grover is asking the Board consider adding another automatic door opener on the North-West door of the courthouse, where everyone is required to enter and exit the courthouse. There is one automatic opener on one of the doors now, but Judge Grover would like for both doors to open like the South doors of the courthouse. Mr. Wood talked to Door Control, the company who installed the other automatic openers on the doors, and the price to add another automatic door opener will be \$1,900. Mr. Wood stated Judge Grover would be willing to approve the expenditure from the court facilities fund if the Board was in agreement. Commissioner McDougald asked if Judge Grover would still have the funding (Will there be adequate funds in the Courthouse Facilities Fund) for the alarms on the doors of the courthouse if he paid for the additional automatic door opener. Mr. Wood stated he was not sure; he does not know the current total in the fund. Attorney Fuqua stated to be ADA compliant, both the doors will probably need to open automatically.

- ❖ Commissioner Bailey made a motion to approve Judge Grover's request for an additional automatic door opener. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.

Mr. Wood stated Ms. Rita Maupin is out on medical leave and could not attend tonight's meeting, but has requested salary increases for two (2) of her employees (Pam Kahle from \$10.20 to \$11.00 per hour and Kelly Wyrick from \$17.86 to \$18.40 per hour) at the library who have had an increase in job responsibilities. Mr. Wood stated Ms. Maupin has the money in her budget for the salary increases. Chairman Wise asked if these raises would only be until Ms. Maupin is able to return to work. Mr. Wood stated the raises would be permanent.

- ❖ Commissioner Jones made a motion to approve the raises for the two (2) library employees (Kahle and Wyrick). Commissioner McDougald seconded the motion. Commissioner Bailey stated he does not like giving raises in the middle of the year and encourages the department heads to anticipate raises at the beginning of the year. The motion passed unanimously 5-0.

Mr. Wood stated bids for the chain-link fence around the tennis court and basketball court at Sam Atkins Park have been advertised and there has been one respondent, Bracewell Flooring and Fencing. The total bid for the project is \$17,985. Commissioner McDougald asked what the original quote for the project was when quotes were obtained previously. Mr. Wood stated the bid amount was exactly the same.

- ❖ Commissioner McDougald made a motion to accept the bid. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

Mr. Wood stated bids for the County property off Martin Sewell Road were advertised in the newspaper. There has been one sealed bid submitted for the property. Mr. Wood stated the bid was submitted by Mr. Yancey Gilmore in the amount of \$25,390.74, a \$500 deposit check was enclosed with the bid.

- ❖ Commissioner Bailey made a motion to accept the bid. Commissioner Hall seconded the motion. Commissioner Bailey stated he went to the property and capped off the well, and after seeing the location of the property in regard to the Gilmore's home he can understand why a dirt pit was not wanted. Commissioner McDougald stated if this bid is accepted the County will need to be searching for another dirt pit site. Commissioner McDougald asked if there were any other properties for sale in the area with suitable dirt. Mr. Wood stated there is a ten (10) acre parcel which had been previously looked at when the Shelton property was found, but the property was on the back portion of a forty-acre parcel and there was no easement to access the property. Mr. Wood stated negotiations may be made for the property, but before the County purchases the property the County should have a hearing so if anyone in the area objected they could voice their concerns. Commissioner Bailey suggested Commissioner Hall go to the homeowners in the area to get their opinions. Mr. Wood asked if the Board would like for him to check into the property or wait until the sale of the property on Martin Sewell Road is complete. The Board agreed for Mr. Wood to start checking on the property. The motion passed unanimously 5-0.

Mr. Wood stated the County has advertised to lease out a parcel of property on Jim Durham Road for the purpose of building a cell tower. There have been two (2) responses received from the advertisement. Mr. Wood stated the first bid received is from SBA Towers IX, LLC for 50% revenue sharing. The second bid received is from Excell Communications for \$700 per month for an initial term of five (5) years. Mr. Wood stated there is a lot of information in the two (2) bids which Attorney Fuqua should look over before a decision is made.

- ❖ Commissioner Bailey made a motion to table the bids, to gather more information, and for Attorney Fuqua to review the bids. The motion was seconded by Commissioner Hall. The motion passed unanimously 5-0.

Mr. Wood stated there have been four (4) applications submitted for the Superintendent position at the Road Department. Mr. Wood asked the Board how they would like to proceed with the selection process. Commissioner McDougald stated one option would be to appoint a committee to review the applicants, but all the Commissioners also have a right to look at the applications and interview the applicants individually. Attorney Fuqua stated if there is a committee appointed to review the applications and make a recommendation to the Board, they will have to comply with the sunshine law.

- ❖ Commissioner Bailey made a motion to have a workshop with the applicants on December 27<sup>th</sup> before the Regular Board Meeting and make a decision on who to hire. Commissioner McDougald asked if Commissioner Bailey would like for everyone to have the applications before then to review and interview the applicants individually. Commissioner Bailey stated he would like to receive the applications as soon as possible and on the 27<sup>th</sup> bring the applicants in

one at a time to interview at the workshop. Attorney Fuqua stated since the workshop would be a public meeting, if the applicants chose to they would be allowed to be present throughout the interviews of all the applicants. Commissioner McDougald stated this is why he would rather the Board interview the applicants individually and then gather and have discussion about the position. Commissioner Bailey stated he does not have any problem with interviewing the applicants individually, as long as there is a workshop to discuss the position before the decision to hire is made. Mr. Wood stated copies of the applications would be made for all the Commissioners. The motion was seconded by Commissioner Hall. The motion passed unanimously 5-0. Clerk Hand asked what time the Board would like to hold the workshop. Commissioner Bailey stated he would like to have the Workshop at 4:00 on December 27<sup>th</sup>.

#### **CLERK HAND – CLERK OF COURT AND COUNTY COMPTROLLER**

Clerk Hand asked the Board to declare obsolete and junk assets 1240 and 1242 in the custody of the Property Appraiser. Commissioner McDougald asked what the assets were. Clerk Hand responded they were old computers.

- ❖ Commissioner McDougald made a motion to declare the assets obsolete and junk. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Clerk Hand announced the scheduled legislative delegation meeting on Monday December 19, 2016 at 6:00 p.m., CT in the BOCC Meeting Room with Senator Bill Montford and Representative Halsey Beshears. Clerk Hand stated she forwarded some information through email from the Florida Association of Counties about a workshop on medical marijuana. If any Commissioner would like to attend they will need to register for the workshop. Chairman Wise asked where the workshop would be held. Commissioner Jones stated the workshop will be in Osceola County.

#### **ATTORNEY FUQUA**

Attorney Fuqua reminded everyone of the Public Hearings for the Moratorium Ordinance set for December 21, 2016 and January 2, 2016 at 5:01 p.m., CT. At the first meeting the Ordinance will be read and public comment will be taken. At the second meeting the Ordinance will be read again with public comment taken, and then the Board will vote on the Ordinance.

Attorney Fuqua stated information of the volunteer fire department grant he told the Board about previously has not yet been finalized, but when he knows the grant has been finalized he will get the information to the Board. Attorney Fuqua stated the grant is still in the planning stage, so no deadlines have been missed. The grant will either be to buy equipment or a proposed match grant.

#### **COMMISSIONER TIME**

#### **COMMISSIONER MCDUGALD**

Nothing to report.

### **COMMISSIONER JONES**

Commissioner Jones asked when the County emblem for Mr. Jace Ford's vehicle would be delivered. Mr. Wood stated the sticker has been ordered by the Road Department, but he is not sure when the emblem (sticker) will arrive. Commissioner Jones yielded his time to Ms. Carrie Baker.

Ms. Baker questioned the Board about the public comment policy. Ms. Baker stated the last Board asked for public comment before voting on items, and asked what this Board's policy would be regarding public comment. Attorney Fuqua stated he has discussed the policy with the Chairman and advised him about the Public Participation Policy from the previous Board. Attorney Fuqua stated the Clerk can email the policy to the Board for their review to see if they want to continue with the current policy.

- ❖ Commissioner Bailey made a motion to adopt the Public Participation Policy of the previous Board and call for public comment before a vote. Attorney Fuqua stated public comment is asked for non-agenda items. Commissioner Jones seconded the motion. Ms. Carrie Baker stated she wanted the Board to know the advertisement for the Road Superintendent position was in the legal advertisements, not in the job advertisements. The motion passed unanimously 5-0.

### **COMMISSIONER BAILEY**

Commissioner Bailey stated he has noticed the work load Mr. Wood has when he reports to the Commissioners at Board meetings. Commissioner Bailey stated he would like for the department heads of the road department, the maintenance department, the SHIP program, and the Weatherization program to report to the Board. Commissioner McDougald stated these employees already answer to the Board, and sees a need for them to report to one full time employee. Commissioner McDougald stated it would make it very difficult for all the employees to answer to five (5) different Commissioners who cannot communicate with one another. Commissioner McDougald stated if there is one person who can oversee the departments they can balance out what happens from one district to another. Commissioner Bailey stated when he was on the Board previously this is how things were done and there were never any problems. Commissioner McDougald stated he sees a need for Mr. Wood's job. Commissioner Bailey stated he would be needed for everything he brought to the Board tonight.

- ❖ Commissioner Bailey made a motion for the County department heads to answer directly to the Board. Commissioner Jones seconded the motion. Commissioner McDougald stated if all of Mr. Wood's responsibilities are taken away from him but state he is not going to be fired, and then in a couple months when all these other duties are taken care of it will be asked why Mr. Wood's job is needed. Commissioner McDougald stated he does not agree with the motion. Mr. Wood stated it is hard for him to do the things he brought before the Board tonight if he is not aware of what is going on in the other departments. Mr. Wood stated all the department heads work for the Board and ultimately answer to the Board, but by having

one person the departments can come to equality is maintained throughout the districts in regards to different projects which need to be done. If the Road Superintendent has all five (5) of the Commissioners asking him to do things for them in each district, and one has a stronger personality than the others, the majority of the resources may be given to that Commissioner. Mr. Wood stated if there is someone in between, there can be some direction as to where to focus resources and keeps things fair. Commissioner Bailey stated there was never a problem with that during his time as a Commissioner previously, the Board got along and agreed to where to send their resources. Mr. Wood stated that may work, but he notices each Commissioner has projects they would like to see completed and resources have to be managed so as many resources as possible can be directed toward each Commissioner's district. Commissioner McDougald stated it also takes the stress off the department heads from not having to be pulled in five (5) different directions. Commissioner Jones stated Mr. Wood just stated he takes the heat from all the Commissioners to make sure projects they request get done, so in that case all the department heads salaries should be decreased and make them managers, not pay them high risk retirement, and put the extra money elsewhere. Mr. Wood stated these employees do not receive high risk retirement and they do a valuable job; they earn the money they make. This issue is more about coordination between the departments than responsibility. Commissioner Hall stated he believes the system is working just fine as it is presently. Attorney Fuqua stated the personnel policy would need to be amended if the motion passes because there are a lot of steps which go through the public works director. Chairman Wise asked for public comment. Mr. Bob Fleck stated in his 35 years of managerial experience he has never heard of this type of situation, and he finds this illogical to have full time department heads to report to five (5) different elected officials. Ms. Carrie Baker stated in her years of coming to Board meetings, up until about four (4) years ago she always saw the different department heads come to the meetings and report to the Board. When the department heads give their reports to Mr. Wood to bring before the Board there are sometimes questions which cannot be answered because the department head is not present at the meeting. Commissioner McDougald stated he does not mind the department heads coming and giving a report to the Board. There was further discussion about department head's reporting to the Board. Commissioner Wise stated the Board is a single entity, not five (5) separate entities. Commissioner Wise stated he believes the County is close to having an administration where there is a County Administrator and in that case the Board cannot speak to the different department heads without first asking the County Administrator permission. The Board represents the County, and should not have to go through anyone else in order to conduct County business. Chairman Wise stated the department heads should report to the Board. Commissioner McDougald stated there are times when Commissioners who have full time jobs or other responsibilities who are not always available during the day to answer questions of a department head. Commissioner McDougald stated he works with Mr. Wood and does not try to take his responsibilities from him. Commissioner McDougald stated

what he sees with this motion is the first step in firing Mr. Wood. Commissioner Bailey stated this is not the case. Commissioner McDougald asked what Mr. Wood is supposed to do if he is not supervising the department heads. Commissioner Bailey responded he would do the same things he has reported on tonight. Mr. Wood stated it will be difficult to do some aspects of his job if he cannot ask the department heads to do certain things for him on behalf of the County. Commissioner Bailey stated he is not denying Mr. Wood of that responsibility. Commissioner McDougald asked what the reason for taking away Mr. Wood's responsibilities are and how will it benefit the Board. Commissioner Bailey stated he is not taking away his responsibilities, he is moving them up under the Board so they report to the Board and not Mr. Wood. Commissioner McDougald asked Commissioner Bailey if he has any intention of firing Mr. Wood. Commissioner Bailey stated he does not have those intentions. Commissioner McDougald asked if the motion is implemented tonight, are the department heads not to go to Mr. Wood for any sort of guidance but to come to the Commissioners. Commissioner Bailey stated the department heads can still go to Mr. Wood for guidance, but he would hope they would also come to the Board with any questions they may have. Commissioner McDougald asked if the motion means the department heads should come to the meetings to give reports, or call the Commissioners individually at home with problems or concerns. Commissioner Jones stated the department heads should come to the Board meetings and give reports. Commissioner Jones stated no one is trying to take Mr. Wood's job. There was further discussion about the department heads. The motion passed 3-2. Commissioner McDougald and Commissioner Hall opposed.

- ❖ Commissioner Bailey made a motion to amend the personnel policy for all department heads to report to the Board and schedule a workshop at a later date. Commissioner Jones seconded the motion. The motion passed 3-2. Commissioner McDougald and Commissioner Hall opposed.
- ❖ Commissioner Bailey made a motion to advertise a Request for Qualifications (RFQ) for Engineering services for the Community Development Block Grant (CDBG). This comes at the recommendation of Ms. Debbie Belcher, CDBG Administrator. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

Commissioner Bailey inquired if anyone issuing a bid package contacts the Clerk's Office for a bid number to include in the advertisement as approved in the October 7, 2014 Meeting. Clerk Hand stated this is not being done.

Commissioner Bailey asked if change orders were being submitted to the Clerk's Office by Wednesday prior to a Board of County Commissioners Meeting. Commissioner Bailey also asked if Emergency Management was maintaining all plans for proposed construction and approved prints for the County.

- ❖ Commissioner Bailey made a motion for a construction set of prints be available in the Clerk's Office or the Emergency Management Office before a project is advertised. Commissioner Bailey stated this has not been followed previously because he has not been able to locate any plans. Mr. Ford stated there are no plans on the lime rock jobs bid out by the County, and there never has been. The bid packages are sectioned in quantities. Ms. Smith stated with those jobs, they are not going outside of the footprint of the given road, just taking the road back to pre-disaster condition. Commissioner Bailey asked for any information on projects to be advertised be available in the Clerk's Office. Mr. Ford stated this would not be an issue, and the packages can be provided in paper or electronically. Mr. Ford asked Commissioner Bailey if he would like for bid numbers to be obtained from the Clerk's Office before advertising a project. Commissioner Bailey stated if this would not be a problem for the Clerk's Office or for Dewberry Engineers, Inc. that would work fine. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

Commissioner Bailey asked Commissioner McDougald if he had seen plans for the Neal Land and Timber boat ramp. Commissioner McDougald stated he has not seen the plans. Commissioner Bailey stated he has a set of prints and asked who the plans were discussed with when they were drafted. Commissioner Bailey stated he wanted to know at what point the County Commissioners would be called to go over the plans and let them know what is planned for the boat ramp. Mr. Ford stated with most of their other clients the department heads review the plans and make some comments based on their needs and understanding of the project, but if the Board would like to comment on the plans that would be fine. Commissioner Bailey stated the plans only call for one floating dock, and he would like to see more floating docks added to the plan. Mr. Wood stated the money to construct the boat ramp has never been awarded, only the money to design the boat ramp. Commissioner Bailey stated the project was not funded three (3) times, and he would like to see the Board push hard in February to get the boat ramp project funded. Commissioner Bailey stated he would like to go over the boat ramp plans with the Board. Mr. Ford stated that could be arranged, and the components of the facility can be modified without any issue to the permit. Mr. Ford stated an extension on the permit can be requested. There was further discussion about the boat ramp plans.

#### **COMMISSIONER HALL**

Nothing to report.

#### **CHAIRMAN WISE**

Chairman Wise stated he received a letter from Career Source Chipola asking for the Board to appoint a Commissioner to be the County representative to the Chipola Regional Workforce Consortium. The Chairman of the Board is usually the representative, but can designate a representative to attend the meetings on his behalf. Chairman Wise stated the current representative is listed as Thomas Flowers, so the Board will need to designate a new representative. Commissioner McDougald stated the letter

said the Chairman is the representative. Chairman Wise stated it does, but also says he can designate a representative to attend meetings on his behalf. Commissioner McDougald stated he is familiar with the Workforce Consortium which deals with job searches and job opportunities, and has attended some meetings. Commissioner McDougald stated he would like to see one of the other Commissioners serve on the Board so they can get familiar with the Workforce Consortium as well. Chairman Wise stated he is thinking about it, but does not know if he will be able to serve on the Consortium. Commissioner Bailey volunteered to be the County representative on the Consortium.

- ❖ Chairman Wise made a motion for Commissioner Bailey to be the representative of the County on the Chipola Regional Workforce Consortium. Commissioner Hall seconded the motion. The motion passed unanimously.

There was further discussion about Career Source Chipola.

Chairman Wise asked Commissioner Bailey to inform the Board about the meeting with Senator Nelson today about Amtrak. Commissioner Bailey stated Amtrak is trying to be rescheduled from Jacksonville to New Orleans. The Amtrak service must be built back up before they will name the stops the Amtrak would make. They are wanting the support of all the counties, and are trying to schedule a meeting in this area to discuss Amtrak. Chairman Wise asked what the Board needed to do. Commissioner Bailey stated the Board would have to wait to be contacted.

Clerk Hand asked for clarification on the motion for department heads to report to the Board. Clerk Hand asked if the Board would like them to attend one or both Board meetings. Chairman Wise stated he would rather them come to the first meeting of the month. Commissioner Bailey stated they could work out the details in the next workshop on December 27<sup>th</sup>.

Chairman Wise stated there needs to an appointee made to the Apalachee Regional Planning Council. Commissioner McDougald stated he has served on the committee for the past four (4) years. When he first started serving on the Council he tried to meet with the Director for several months, and finally realized the Director was not coming to work. Commissioner McDougald stated he went to a meeting and made a motion for a committee to look into his formal complaint about the Director and he did not receive a second. Commissioner McDougald stated he asked enough questions and talked to enough people subsequently that the Director turned in his resignation. Commissioner McDougald stated he continued to serve to see what changes would be made, and feels the Council is ineffective. Commissioner McDougald stated he would like someone else to serve on the Council. Commissioner McDougald stated he would like for Commissioner Bailey to think about serving on the Council. Commissioner Bailey stated he would not mind serving on the Council, he was on the original Board of Directors of the Council.

- ❖ Commissioner McDougald made a motion for Commissioner Bailey to be the appointee to the Apalachee Regional Planning Council. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Commissioner Bailey stated the letter states there needs to also be a municipal elected official appointed to the Council. Commissioner Bailey stated Wes Johnson was on the Council previously. Commissioner McDougald stated he thought Mr. Johnson would still like to serve on the Council.

- ❖ Commissioner McDougald made a motion to appoint Mr. Johnson as the municipal elected official appointee to the Council. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

There being no further business, the meeting adjourned at 8:42 p.m., CT.

  
DANNY RAY WISE, CHAIRMAN

ATTEST:

  
CARLA A. HAND, CLERK