

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING MINUTES
FEBRUARY 14, 2017**

PRESENT AND ACTING:

**DANNY RAY WISE, CHAIRMAN
GENE BAILEY, VICE-CHAIRMAN
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 COMPTRROLLER
SARAH WILLIAMS, CLERK ADMINISTRATIVE ASSISTANT**

Chairman Wise called the meeting held in the Regular Meeting room to order at 6:00 P.M.; CT. Commissioner Bailey led the Prayer and Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES AND VOUCHERS

A motion to approve the minutes and vouchers as published on the agenda (The January 24, 2017 Planning Commission Minutes and the January 24, 2017 Regular Meeting Minutes; vouchers for warrants: accounts payable warrants –1701-FPC, 1701-GS2, 1702-MED, 1702-UTI, 1702-1G, 1702-1RD, 1702-1L, 1702-1E, 1702-1S, 1702-1W and payroll warrants – PR17-B02, PR17-B03, PR17-B04, PR17-B05, PR012617, PR020917) was made by Commissioner Jones and seconded by Commissioner Bailey. The motion passed unanimously 4-0.

OPPORTUNITY FLORIDA – BP 5% RESOLUTION

A representative from Opportunity Florida stated they were asked by some of their members to draft a resolution asking the State to set aside 5% of the BP money coming in to the coastal counties for which the six (6) inland rural counties are not eligible. The representative stated other counties in the area have already signed the resolution, and asked the Board to join those counties and to get some additional funding to try to bring businesses into this area.

RESOLUTION NO. 2017-4

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA, CERTIFYING ITS SUPPORT FOR ACCESS TO BP OIL SPILL FUNDS BY RURAL INLAND COUNTIES IN NORTHWEST FLORIDA.

WHEREAS, the **CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS** is concerned about the economic health and well-being of residents in Northwest Florida's rural inland counties; and

WHEREAS, we strongly believe in the need to be proactive and not reactive in order to maintain and create employment opportunities benefitting our citizens while still supporting the quality of life in our rural communities; and

WHEREAS, the six rural inland counties in Northwest Florida not already participating in the current BP Oil spill funding disbursements are all part of the Governor's longest designated Rural Area of Opportunity which was formerly known as a Rural Area of Critical Economic Concern; and

WHEREAS, Northwest Florida suffered serious impacts from the 2010 BP oil spill; and

WHEREAS, the rural inland counties in Northwest Florida have faced significant losses in labor force, employment by residents of the rural inland counties, negative impacts to their tax base, lack of funds for infrastructure improvements and workforce training, while still working to promote regional development goals; and

WHEREAS, funds have been made available to the State of Florida for designation to areas impacted by the 2010 BP oil spill; and

WHEREAS, failure to take steps to improve the regional economic health of the rural counties in Northwest Florida will lead to continued economic decline; and

WHEREAS improved economic conditions in rural Northwest Florida are beneficial to all of Florida;

NOW, THEREFORE, BE IT RESOLVED THAT THE CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS DO HEREBY RESOLVE THAT WE:

1. SUPPORT EFFORTS TO IMPLEMENT RURAL LEGISLATION DESIGNED TO INCREASE THE ABILITY OF RURAL FLORIDA TO COMPETE AT ALL LEVELS OF FLORIDA'S ECONOMY;
2. SUPPORT EFFORTS TO UTILIZE FIVE PERCENT (5%) OF FUNDS COMING TO FLORIDA TO BE USED TO HELP THE SIX NON-COASTAL COUNTIES IN NORTHWEST FLORIDA DESIGNATED AS PART OF THE GOVERNOR'S RURAL AREA OF OPPORTUNITY OVERCOME THE TRAGEDY THAT WAS THE BP OIL SPILL;
3. CALL UPON THE LEGISLATURE TO CREATE A DESIGNATED FUNDING STREAM UTILIZING FIVE PERCENT OF THE BP FUNDS COMING TO FLORIDA FOR THE PURPOSE OF REGIONAL ECONOMIC TRANSFORMATION;
4. This resolution shall become effective upon its adoption.

DONE, ADOPTED, AND PASSED by the Board of County Commissioners of Calhoun County, Florida this 14th day of February, 2017.

- ❖ Commissioner Bailey made a motion to adopt the Resolution. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

CHRIS JOHNSON, CARR RIGGS & INGRAM – AUDITOR ENGAGEMENT LETTER

Mr. Johnson stated the Auditor Engagement Letter is for an extension of the current audit contract with Carr, Riggs & Ingram. Mr. Johnson stated the firm has been auditing the County for many years, and has established a good working relationship with the constitutional officers. Mr. Johnson stated they are currently conducting an audit, and have audited most of the constitutional offices and will be starting on the Board of County Commissioners in the next couple of days. Mr. Johnson stated they anticipate the report will be ready to issue by the end of April. Mr. Johnson stated the firm would like to go ahead and get an extension of services in place so there is no disruption of service to the County. Mr. Johnson stated the firm provides many programs, such as ethics training through Attorney Fuqua’s Office, for the elected officials and governmental accounting training at no charge, and do not charge when clients call with various questions. Without a contract in place, the firm would no longer be able to answer any questions the constitutional offices may have. Commissioner Bailey stated the contract has gone up \$1,000 this year from \$74,000 to \$75,000. Mr. Johnson stated this contract is all-inclusive. Mr. Johnson stated many auditors have a base fee, and then charge extra for single audits such as grants. Mr. Johnson stated one flat fee is offered with his company and includes the audit of the constitutional offices, the Board of County Commissioners, and all grants. There was further discussion about the contract amount. Attorney Fuqua stated he has worked with the firm on many government entities and has a good working relationship with the firm. There was further discussion about the firm and audits.

- ❖ Commissioner Bailey made a motion to approve the contract extension for three (3) years. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

Commissioner Bailey asked Mr. Johnson how long the firm will be working in the County. Mr. Johnson stated they will be here through mid-April, and will then need a period to complete the reports. Mr. Johnson stated the Board is welcome to call or email him with any questions they may have, and would like to meet with the Board to discuss the audit report when it is completed.

CHRIS ROGERS, TAX COLLECTORS OFFICE – NEWSPAPER AD FOR AD VALOREM TAXES

Ms. Rogers stated the Tax Collector’s Office would soon advertise the delinquent ad valorem taxes. The advertisement has been done in the County Record in past years, and Ms. Smith (Tax Collector) has spoken with the County Record and they have agreed to last year’s prices at 29 cents per line per week. Ms. Rogers stated they have not spoken with the Calhoun-Liberty Journal because this advertisement has been done with the County Record for so many years. Attorney Fuqua stated years ago, the advertisement was bid between the two (2) newspapers, and Liberty County stated they would be doing the advertisement for their local government so Calhoun County did the same and went with the County Record.

- ❖ Commissioner Bailey made a motion to advertise with the County Record. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

MATTHEW STANDISH, BAY COUNTY VET CENTER – PROPOSAL TO RECOGNIZE VIETNAM VETERANS AND SURVIVING FAMILIES

Mr. Standish stated he works for an office of the U.S. Department of Veterans Administration (VA) called a Vet Center. This office is a federal office of the VA, but not associated with the health or benefit system of the VA, which provides readjustment counseling services to veterans and their families. Mr. Standish stated last May the Vet Center in Bay County signed up to be Vietnam Commemoration Partners. A few years ago the Department of Defense set up the United States of America Vietnam War

Commemoration for the 50th anniversary of the Vietnam War, which will continue until 2025 for every year the Vietnam War, lasted. Mr. Standish stated as Vietnam Commemoration Partners, the Vet Center recognizes Vietnam era veterans, as well as any surviving family members, to say thank you for their service and let them know their country is proud of them. The Commemoration provides a Presidential Proclamation as well as a lapel pen to the veterans or their surviving families, which are provided by the Vet Center. Mr. Standish stated they have done a Commemoration in Gulf County and Bay County. In Bay County, the Vet Center recognized the veterans at the beginning of their Commission meeting. Mr. Standish stated he would like to offer to do this for Calhoun County at a future meeting. Commissioner Bailey asked if Mr. Standish has spoken with Ms. Tammy Rushing, the VA officer for Calhoun County, or if he has spoken with the Legion Hall. Mr. Standish stated he has spoken with Ms. Rushing but not to the Legion Hall. Chairman Wise stated he would like to see this happen in Calhoun County.

- ❖ Commissioner Bailey made a motion to allow Mr. Standish to perform this service for Calhoun County. Commissioner Jones seconded the motion. The motion passed unanimously 4-0.

JONAS BONTRAGER – PARRISH LAKE ROAD WEST

Mr. Bontrager relayed to the Board his request for Parrish Lake Road West to be paved. Mr. Bontrager stated he was approached twice to give land to make the road wide enough for paving, which he has happily provided, under the impression, the road would be paved but this has not happened. Mr. Bontrager stated Commissioner McDougald has told him the County will never be able to obtain a grant to pave the road because it is not very long. Mr. Bontrager stated he has spoken with Mr. Cliff Edenfield, and the road is ready to be clipped and paved at any time. Mr. Bontrager stated Roberts & Roberts, Inc. is currently mobilized and working on CR 69A, and when he checked with them they stated they could pave the road with two (2) inches of asphalt at 22 feet wide for \$75,000 if the County would clip the road and have it ready for paving. Mr. Bontrager stated Roberts & Roberts also stated they could put an inch and a half of asphalt on the road for \$56,250. Mr. Bontrager stated he has spoken with Commissioner McDougald who spoke with Dewberry/Preble Rish and they thought the road could be paved without any further engineering costs. Mr. Bontrager stated since Roberts & Roberts is already working in the area and the County would not be charged a mobilization fee, this would be a good time to have the road paved at the most reasonable price. Mr. Bontrager stated that he and the other residents on the road would like it paved if there was any possible way. There was further discussion about paving the road. Mr. Wood stated Commissioner McDougald asked him to speak on his behalf about this issue since he is absent. There has been discussion of paving the rest of Angle Street with County funds, and Commissioner McDougald would like to ask the Board to consider adding Angle Street into a package deal with Parrish Lake Road if they decide to fund the project. There was further discussion about packaging the roads. Mr. Bontrager stated if the County packages roads together the price will go up because of mobilization costs, and now is the time for the County to pave the road at the most reasonable prices.

- ❖ Commissioner Bailey made a motion to take under advisement paving Parrish Lake Road. Commissioner Hall seconded the motion. Chairman Wise asked how long Roberts & Roberts would be working on CR 69A. Ms. Chelsea Snowden stated their contract ends on May 29. Mr. Bontrager stated it looks like the company will be finished working on the road in the next several weeks. Commissioner Bailey stated if there was any way to have the road paved, the Board would try to get this done. The motion passed unanimously 4-0.

TED ATTAWAY – DRAINAGE PROBLEM ON SUGGS ATTAWAY ROAD

Mr. Attaway stated he understands Suggs Attaway Road is being prepped for paving, and would like to know what will be done to help with the drainage problem toward the end of the road. Mr. Justin Ford stated Dewberry/Preble Rish met with Commissioner Hall, Mr. Wood, and several of the citizens who live on the road a week ago to talk about their concerns. Mr. Ford stated the problem appears to be the drainage pipes decrease in size towards the end of the road. Mr. Ford handed out a sketch to the Board and explained the drainage issue. Mr. Ford stated there might be an opportunity to replace the pipes with either Community Development Block Grant (CDBG) or Department of Transportation (DOT) funding and take care of the drainage issue. Commissioner Bailey asked why extra money would be needed to replace the pipes. Mr. Ford stated drainage was not taken into consideration when the grant budget was created. Mr. Ford stated approximately \$12,000 to \$15,000 would be needed to correct the drainage issue, and he feels confident this issue can be addressed and resolved.

BID OPENINGS – CDBG PROPOSAL OPENINGS, SCRAP IRON BID

Ms. Chelsea Snowden opened the proposals for the CDBG Engineering Services and Ms. Angie Smith provided the Board with scoring sheets. Ms. Snowden stated two (2) proposals were received from Dewberry/Preble-Rish Engineers and Panhandle Engineering Inc. Ms. Snowden asked the Board to please score the proposals and bring the score sheets back to the next regular meeting on February 28.

Mr. Joe Wood stated one bid has been received for the scrap iron at the Road Department from Cumbaa Enterprises for 3.25 cents per pound based on a short ton.

- ❖ Commissioner Bailey made a motion to accept the bid from Cumbaa Enterprises. Commissioner Jones seconded the motion. The motion passed unanimously 4-0.

TIM JENKS – MAINTENANCE DEPARTMENT

Mr. Jenks stated they have been staying on top of regular maintenance in the parks. Mr. Jenks stated the FRDAP (Florida Recreation Development Assistance Program) project at Sam Atkins Park is complete except for some playground equipment that has not been delivered yet.

Mr. Jenks informed the Board the slab has been poured for the bathroom at Lamb Eddy Boat Landing, and work will continue on that project.

Mr. Jenks stated the scoreboards at Sam Atkins Park have been set and wired; they will be tested tomorrow to make sure they are in working order.

Mr. Jenks stated he has done a walk through with TRANE Heating and Air at the courthouse, and when he receives information back from them he would like to have a workshop with the Board to discuss their findings.

Mr. Jenks stated the Board voted at the last meeting to make all the parking spots on the west side of the building handicap parking spaces. Mr. Jenks stated he has tried to remove the existing lines with a pressure washer and grinder, but has not had any luck. A quote to remove the lines was obtained from Getler and Getler, and the cost to remove the lines from the south and west side of the courthouse and re-striping the parking spaces would be \$3,900. Mr. Jenks stated he has rarely seen both handicap

spaces filled on the west side of the courthouse, and if the Board would like to save this money they could hold off on adding more handicap parking on the west side of the courthouse. Chairman Wise stated he would like to see the handicap parking spaces completed. Commissioner Bailey asked if the funding for the cost of removing the existing lines and repainting them could be paid for from the Court Facilities Fund. Clerk Hand stated she is not sure if the project would qualify but she will check. There was further discussion about the handicap parking spaces.

- ❖ Commissioner Jones made a motion to move forward with Getler and Getler removing and re-striping the parking spaces, contingent upon a funding source being found. Commissioner Bailey seconded the motion. The motion passed unanimously 4-0.

Commissioner Bailey stated a workday would be held at Sam Atkins Park on February 28. Mr. Jenks stated opening day of ball is on March 25.

CLIFFORD EDENFIELD – ROAD DEPARTMENT

Mr. Edenfield stated the pipes on McDaniel/Sheard Road have been completed except for pouring the concrete, they are formed and ready. Mr. Edenfield stated they are installing mitered ends on Magnolia Church Road. Mr. Edenfield stated they have been doing a lot of tree debris cleanup after the storms the past few weeks, and if there is anything that has been missed to let him know.

Mr. Edenfield provided the Board with a handout about new uniforms for the Road Department employees. Mr. Edenfield stated currently they have a standard uniform and use safety vests, but would like to go to a class 3 safety vest style shirt, which would meet OSHA requirements and would provide a safety vest at all times for the employees. Mr. Edenfield stated the vests they currently use hang on things and could be a liability for the department, and they have to be replaced about three (3) times per year at \$15 to \$20 apiece. The new shirts would be more cost efficient and safer for the employees. The shirts would cost \$3.13 per week more than the current charge for uniforms.

- ❖ Commissioner Bailey made a motion to purchase the new uniforms. Commissioner Hall seconded the motion. Attorney Fuqua asked if Commissioner Bailey would add to his motion “contingent upon Attorney Fuqua’s review of the contract”. Commissioner Bailey asked if this would be the same company. Mr. Edenfield stated it would be with the same company, and he has a representative present at this meeting if anyone has any questions. Commissioner Bailey changed his motion to read to accept the contract to purchase the new uniforms contingent upon Attorney Fuqua’s approval. The representative from the company stated he would need an agreement of five (5) years based on the pricing. He stated they are not asking for any more money over the five (5) years, the price today will be the same for the next five (5) years. There was further discussion about the contract. The motion passed unanimously 4-0.

Mr. Edenfield stated he talked with the Board last month about buying a new excavator, but over the past month, he has noticed there are things more important the Road Department needs. Mr. Edenfield stated the Road Department has one dependable truck, and several that have been given to the department over the years. The newest truck is a 2011 model with 130,000 miles. Mr. Edenfield stated he would like to use the money set aside for the excavator to buy a new vibratory roller for compacting lime rock roads, as one of the rollers is about 30 years old, and two (2) new vehicles. This would roughly be the same amount of money as the excavator. Commissioner Bailey asked what prices Mr. Edenfield

has on the vibratory rollers. Mr. Edenfield responded he does not have any exact quotes, but got one quote over the phone from a company today for \$100,000 and is waiting on more pricing from other companies. Mr. Edenfield stated the trucks are about \$30,000 each with State contract pricing. Mr. Edenfield stated he would have pricing for the Board at the next meeting.

Commissioner Bailey stated in December the County bought 158 loads of milled asphalt at \$150 per load, and he has received an offer for free milled asphalt from Roberts & Roberts, Inc. off Highway 12 in Liberty County if we send our trucks over to haul the milling.

- ❖ Commissioner Bailey made a motion to send the County trucks and haul as much milling as we can. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

Commissioner Jones asked Mr. Edenfield if there is an on call list in place at the Road Department for storm situations. Mr. Edenfield stated he and Mr. Elton McDaniel are both on call at this time, and this is one of the reasons he would like vehicles that are more reliable so the department can be more prepared, and prepared in a safe way. Some of the current vehicles do not have correct lighting or strobe lights to be safe during storm situations. Mr. Edenfield stated everyone is on stand-by when there is a storm, and will take care of removing debris from roadways. Mr. Edenfield stated the Volunteer Fire Departments also do an outstanding job during storms, and go beyond to help the County. Mr. Edenfield stated he is working on establishing a rotation schedule so the same people are not on call all the time. Commissioner Jones asked when the new uniforms would be received. The uniform representative stated the uniforms should be sent in two (2) to four (4) weeks, and they have agreed to send five (5) uniforms per week until they have all been replaced. Mr. Edenfield stated he would also like to look into some safety training for the Road Department employees since they go out in storms with down electrical lines and other safety hazards. Mr. Edenfield stated there needs to be more awareness of these hazards, and for the employees to know how to handle these situations safely. Mr. Edenfield stated he is looking into different programs that should not cost much money. Mr. Edenfield stated he does not want to put too many people out in the storms until there has been more training on safety.

RITA MAUPIN – DIRECTOR OF LIBRARY SERVICES

Ms. Maupin stated at Mossy Pond Library there are several rooms available for community services, the sheriff department uses one, and the other room was for the health department. The library paid for locking cabinets, a refrigerator, and a sink with plans there would be health support to the Mossy Pond area. The Health Department lost funding however, and was unable to provide these services at the library. Ms. Maupin stated they want to offer some health support to the district, and introduced Ms. Peggy Howland to the Board to explain some of the ideas to bring this support to the Mossy Pond Library. Ms. Howland stated she worked for the Health Department for sixteen (16) years and now works for Liberty Community Healthcare, a 501c nonprofit organization, providing health services and other services to different communities in the region. Liberty Community Healthcare would like to utilize the room at the Mossy Pond Library and provide healthcare services to the people in the area. Chairman Wise asked if these services would be provided at no cost. Ms. Howland stated they are a nonprofit organization so the services would be offered at no cost, but if the patient has insurance, they would bill the insurance company for any services provided. Ms. Howland stated they would start with visiting the library once a month, and would add more days as needed. Chairman Wise asked if they

would need a contract agreement to operate out of the room. Commissioner Jones asked if the room was designated for medical services when the library was built. Ms. Maupin stated the room is dedicated to health services, but has not been taken advantage of since the library was built and is ready to be used. There was further discussion about the use of the room.

- ❖ Commissioner Hall made a motion to approve the use of the room at Mossy Pond Library by Liberty Community Healthcare. Commissioner Bailey seconded the motion. The motion passed unanimously 4-0.

Ms. Maupin stated she would like to see some community services started at the Kinard Library as well in the future.

Ms. Maupin provided the Board with a library report. Ms. Maupin stated she is doing the report a little differently and explained the new report format for the Board.

Ms. Maupin stated she emailed the new Interlocal agreement to the Board, and if they see any changes they would like made to let her know. Ms. Maupin thanked the Board for the support they give to the library system in Calhoun County. Commissioner Bailey asked what counties are included in our library system. Ms. Maupin stated Calhoun County, Jackson County, and Holmes County are partnered together. Attorney Fuqua asked why Washington County pulled out of the partnership. Ms. Maupin stated she did not know, they tried to get them to stay but were unsuccessful. There was further discussion about Washington County. Attorney Fuqua stated he would make some inquiries and see if he could get further information.

DOWLING PARRISH – BUILDING OFFICIAL

Mr. Parrish stated he sold ten (10) building permits, one (1) house, two (2) rehab permits, one (1) roof permit, four (4) electrical permits, two (2) pool permits, one (1) pole barn permit, and ten (10) licenses last month.

Mr. Parrish stated with Board consent, he would like to meet with Attorney Fuqua about restructuring the County's permit fees. Chairman Wise asked if he would be checking with comparable counties about their pricing for permit fees. Mr. Parrish responded he would be checking around to find out pricing in the surrounding counties. There was further discussion about the restructuring of permit fees. The Board came to a consensus for Mr. Parrish and Attorney Fuqua to meet together about the pricing and bring back suggested pricing to the Board.

JUDY BISS – COUNTY EXTENSION OFFICE

Ms. Biss stated the Extension Office has been busy training and planning for the years upcoming events. Ms. Biss stated there are two reviews upcoming for Calhoun County. Ms. Biss stated each year the University of Florida conducts a formal review of four (4) different counties in the state, and Calhoun County was chosen this year. The review will be on May 9, and provides oversight on how the office is doing. The second review is a customer satisfaction survey that is done in several counties each year, and Calhoun County was selected to participate in this review as well. The survey is an online and phone based survey to discover how they are doing and how they can improve.

Ms. Biss stated the Extension Office is planning the 2017 Bee Keeping in the Panhandle series. This series is very popular and is usually attended by over 200 people who are serious about bee keeping. This series is done with a team who works together with the Department of Agriculture to help the beekeepers in our area.

Ms. Biss stated she would like to highlight their family nutrition program and 4-H program, which has been working a lot in the school systems and libraries. Through these programs they have reached nearly 60% of youth ages 5 to 18 in Calhoun County. The faculty member in charge of these programs is Ms. Whitney Cherry. These programs focus on citizenship, science, and healthy choices.

Chairman Wise asked about the garden by the ministry center. Ms. Biss stated the garden is still run by the 4-H program, but needs more volunteers to help with the garden. Ms. Biss stated it is pretty grown up with weeds currently, but hidden in the weeds is a blueberry orchard and citrus trees among other plants. Ms. Biss stated Ms. Cherry has plans for the garden, and the ultimate goal is for any excess produce grown in the garden to be given to the ministry center.

SANDY KELLY – WEATHERIZATION INSURANCE

Ms. Kelly stated she has received the Weatherization grant modification from the State, and all contractors who work on a Weatherization job must have pollution insurance. This insurance costs each contractor \$368.03 per year, and Weatherization will pay for this with Board approval. Ms. Kelly stated the line item in the grant budget is \$6,000 to pay for the County’s pollution insurance, and the cost to cover the County and three (3) Weatherization certified contractors is \$2,944.21. Attorney Fuqua stated the County has covered this in the past.

- ❖ Commissioner Bailey made a motion to approve the Weatherization insurance payment of \$2,944.21. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

CHELSEA SNOWDEN – PROJECTS AND GRANTS COORDINATOR

Ms. Snowden presented the Board with an updated project list for the current DOT grants, and described the progress of the grant projects.

Ms. Snowden stated she received an amendment for the Small County Road Assistance Program (SCRAP) Carlos Peavy Road project from DOT this afternoon, and they need a resolution to proceed with the amendment. Ms. Snowden stated she did not have time to prepare the amendment for the Board’s review in their packets, and could present it tonight or wait until the next meeting if the Board wished. Commissioner Bailey inquired from Mr. Ford about the pricing for the project. Mr. Ford stated prices were comparable with other projects. Ms. Snowden described for the Board what the amendment would entail and presented the Board with Resolution 2017-3.

**RESOLUTION OF CALHOUN COUNTY, FLORIDA
RESOLUTION NO. 2017-3**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY,
FLORIDA, AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY**

**COMMISSIONERS TO EXECUTE AND ENTER INTO THE “FIRST AMENDMENT TO THE
SMALL COUNTY ROAD ASSISTANCE PROGRAM AGREEMENT”**

WHEREAS, Calhoun County, Florida, has requested the State of Florida, Department of Transportation, for financial assistance for costs directly related to the resurfacing or reconstruction of Carlos Peavy Road from County Road 275 to State Road 71.

WHEREAS, the State of Florida, Department of Transportation and the County mutually agree to amend the Agreement by reducing the Department’s maximum participation under the Agreement by Nineteen Thousand Dollars (\$19,000) which brings the amended maximum Department participation under this Agreement to Seven Hundred and Seventy-Three Thousand Four Hundred and Six Dollars (\$773,406).

WHEREAS, the “First Amendment to the State of Florida, Department of Transportation, Small County Road Assistance Program” requires that a Resolution be passed by the Board of County Commissioners of Calhoun County, Florida authorizing the Chairman of the Board of County Commissioners of Calhoun County, Florida, to execute and enter into the “First Amendment State of Florida, Department of Transportation, Small County Road Assistance Program Agreement attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Calhoun County, Florida, as follows:

1. The Chairman of the Board of County Commissioners of Calhoun County, Florida, is authorized to enter into and execute the “First Amendment to State of Florida, Department of Transportation, Small County Road Assistance Program Agreement” attached hereto as EXHIBIT “A”.

DULY PASSED AND ADOPTED by the Board of County Commissioners of Calhoun County, Florida, this 14th day of February, 2017.

- ❖ Commissioner Bailey made a motion to approve Resolution 2017-3. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

Ms. Snowden presented to the Board for approval and execution the amendment to reduce DOT participation by \$19,000 for the SCRAP Carlos Peavy Road project.

- ❖ Commissioner Hall made a motion to approve the amendment. Commissioner Bailey seconded the motion. The motion passed unanimously 4-0.

Ms. Snowden stated there has been conversation at previous meetings about finding and writing grants for the County, and wanted to make the Board aware she is willing to research and write grants for the Board. Ms. Snowden stated she would like some direction and guidance from the Board, and would be willing to have a workshop with the Board or meet with the Commissioners individually. Ms. Snowden stated there are thousands of grants available, and would need an idea of what grants the Board would like her to pursue. Commissioner Bailey stated he would like to see economic development funding found for the County. Ms. Snowden stated she would contact and work with Ms. Kristy Terry on finding those type of grants. Ms. Snowden stated Commissioner Bailey has expressed interest in the Florida Fish and Wildlife Conservation Commission (FWC) Boating Grant. Ms. Snowden stated the grant is open now

and will close April 4. Ms. Snowden stated she would work closely with the Board and Mr. Ford in how to move forward with the grant.

JUSTIN FORD, DEWBERRY/PREBLE-RISH – COUNTY ENGINEER

Mr. Ford informed the Board there are three (3) projects that have not been advertised yet, Roy Golden Road, Matthew Wood/Charlie Wood Road, and Musgrove/Buddy Johnson Road. All three project plans are complete and will be submitted to DOT tomorrow for approval.

Mr. Ford presented the Board with a handout of all ongoing FEMA DR 4177 projects. Mr. Ford stated there are several roads with active construction, and progress is being made. Mr. Ford stated the lime rock mines are picking up some since the last meeting, but they are still a little slow.

Commissioner Bailey inquired about County Road 1. Mr. Ford stated he has spoken with BKW, Inc. Mr. Ford stated moving forward when the contractors have completed a road, he and Mr. Edenfield will go out to the roads and make sure they are to the County's satisfaction before declaring a road 100% complete. Commissioner Bailey asked about the two (2) roads that have not been started yet. Mr. Ford responded he has spoken with the contractor and they told him between County Road 12 and County Road 1 they had put all their rock allocation out on the two (2) roads the past couple months and have not had rock allocation to begin work on the other two (2) roads. Mr. Ford stated he asked if this was going to continue to be an issue in the future and the contractor assured him it would not.

Mr. Ford presented to the Board two-(2) change orders with BKW, Inc. for Hanna Tower Road West and Shorty Segers Road. Both change orders are for an additional 120 days, no dollar amount increase or decrease.

- ❖ Commissioner Bailey made a motion to approve the change orders for 120 additional days. Commissioner Jones seconded the motion. The motion passed unanimously 4-0.

Mr. Ford presented the Board with four (4) task orders: County Road 392 - Small County Outreach Program (SCOP), John F. Bailey Road - County Incentive Grant Program (CIGP), River Street - SCRAP, and Suggs Attaway Road.

- ❖ Commissioner Bailey made a motion to approve the task order for the County Road 392 SCOP project. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.
- ❖ Chairman Wise made a motion to approve the task order for the John F. Bailey Road CIGP project. Commissioner Bailey seconded the motion. The motion passed unanimously 4-0.
- ❖ Commissioner Jones made a motion to approve the task order for the River Street SCRAP project. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.
- ❖ Commissioner Hall made a motion to approve the task order for the Suggs Attaway project. Commissioner Bailey seconded the motion. The motion passed unanimously 4-0.

Mr. Ford presented to the Board a change order (Roberts & Roberts Inc.) for the additional 30 linear feet of pipe on Carlos Peavy Road for \$3,400. Mr. Ford stated this has been approved by DOT (the Department of Transportation) and the funds are available.

- ❖ Commissioner Bailey made a motion to accept the change order. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

Mr. Ford stated at the last meeting resurfacing the remaining 715 feet of Angle Street was discussed. Mr. Ford stated based on the prices obtained from C.W. Roberts Contracting, Inc. the cost to resurface and re-stripe the portion of the road would be \$10,338. Mr. Ford stated he could change order the amount into the contract with C.W. Roberts on McDaniel Sheard Road, or a new contract with C.W. Roberts could be drafted and the Board could waive their procurement policy. Ms. Angie Smith stated if the Board decides to do a change order; it will have to be submitted to DOT for approval even though County funds would be used. Mr. Ford stated he did not know what the County's procurement policy allows, but a new contract can be drafted with the pricing he obtained from C.W. Roberts Contracting Inc. Attorney Fuqua stated the Board could waive their procurement policy.

- ❖ Chairman Wise made a motion for a new contract to be drafted to pave the remaining portion of Angle Street. Commissioner Bailey seconded the motion. The motion passed unanimously 4-0.
- ❖ Commissioner Bailey made a motion for a budget amendment moving \$12,000 from the CDBG (Community Development Block Grant) match line item to the resurfacing line item. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

Mr. Ford stated the paving of Parrish Lake Road has already been discussed, and asked if the Board had any desire to take any action on paving the road. Mr. Ford stated Commissioner Bailey has also asked him to prepare a cost estimate for a road in his district, Cane Fortner Road, which is almost identical to Parrish Lake Road in cost and scope of work. Mr. Ford stated his estimate of cost for Parrish Lake Road is \$69,687.50, with the road 2,750 feet long and 20 feet wide. The estimated cost for Cane Fortner Road is \$52,040.97, with the road 2,500 feet long and 20 feet wide. Mr. Ford stated the Parrish Lake Road prices are based on prices on the County Road 69A project and the Cane Fortner Road prices are based on the Angle Street prices. Mr. Ford stated none of these prices is firm, and would have to be discussed with the contractors. Commissioner Bailey stated he would like to see County resources used to pave roads in each district. Commissioner Bailey stated Mr. Edenfield informed him he could prepare Cane Fortner Road for paving. Commissioner Bailey stated in the past there was an annual bid for asphalt laid, and a company would give the County a price for a year provided there was a minimum amount to be laid over the course of a year verses single bidding projects out. Mr. Ford stated it has been about ten (10) years since he has seen that mechanism used, but if the County would like to do something like this now would be a good time as asphalt prices are at a low. There was further discussion about annual bids. Mr. Edenfield stated he would like to get a bid drafted and see what could be done. Mr. Edenfield stated he could get roads ready for paving, and would like to see some of the more problematic roads further out in the County taken care of first where they have to spend a lot of maintenance time. Mr. Edenfield stated this would save the County money where maintenance is concerned. Mr. Ford stated he could do some research and develop bid documents for an annual asphalt bid. There was further discussion about a minimum tonnage amount for the bid. Mr. Ford stated he would do some research and have bid information prepared for the Board at the next meeting.

Mr. Ford stated at the next Board meeting he would like to have a list of potential SCRAP (Small County Road Assistance Program), SCOP (Small County Outreach Program), and CIGP projects to discuss submitting to DOT at the end of March. Mr. Ford stated he and Mr. Edenfield have started identifying some projects that would be good candidates, but would like the Board to let him know if they have

particular roads within their districts they would like added to the list for discussion on the next meeting agenda.

ANGIE SMITH, EMERGENCY MANAGEMENT DIRECTOR

Ms. Smith informed the Board the County is under a threat of severe weather possibly later during the night, between 3:00 am and 6:00 am, with isolated wind gusts and the possibility of tornadoes. Ms. Smith stated emergency personnel would be on stand-by.

Ms. Smith stated the applications for the Emergency Management Administrative Assistant position will close tomorrow, Wednesday, February 15, at 4:00 pm and will be picked up on Thursday.

Mr. Edenfield asked Ms. Smith if she knew of any grants that could help with the beaver situation in the County. Commissioner Bailey stated he has had problems with beavers as well, and would like to reach out to the legislature and the Florida Fish and Wildlife Conservation Commission (FWC) to help where beavers are a problem. Mr. Joe Wood stated the United States Department of Agriculture (USDA) has beaver trappers, but at one point in time, the Board decided this was too expensive because USDA was charging \$600 per beaver. Mr. Wood stated the County contracted with a local man to trap beavers, but he was not being paid much and lost interest. There was further discussion about how to deal with the beaver issue. Commissioner Bailey asked Mr. Jenks if there was any way to trap the beavers. Mr. Jenks stated the best trapper in the County is Shane Johnson, who the County had paid previously to trap beavers. Mr. Jenks stated the County was not paying him much, about \$25 per beaver, and after a year, he decided it was not worth his time. There was further discussion about finding funding to pay a trapper. Commissioner Bailey asked Mr. Jenks to speak with Mr. Johnson and ask what he would charge per beaver.

JOE WOOD, DIRECTOR OF OPERATIONS

Mr. Wood stated at the last meeting the Board voted to award the cell tower lease to Excel Communications. Since then the paperwork has been executed, and contracts and a copy of the minutes have been sent to the company. Mr. Wood stated the minutes did not reflect a statement from the Board authorizing Chairman Wise to act on behalf of the Board to execute the lease. Mr. Wood requested the Board include this authorization in tonight's meeting minutes so the company's requirements will be fulfilled.

- ❖ Commissioner Jones made a motion to authorize Chairman Wise to execute the lease with Excel Communications. Commissioner Bailey seconded the motion. The motion passed unanimously 4-0.

Mr. Wood stated Sheriff Kimbrel has replaced the generator at the jail with a larger generator. The old generator is still in good condition, and Sheriff Kimbrel has requested permission from the Board to hook the generator to the old courthouse.

- ❖ Commissioner Hall made a motion to allow the Sheriff to hook the generator to the old courthouse. Commissioner Jones seconded the motion. The motion passed unanimously 4-0.

CARLA A. HAND, CLERK OF COURT AND COUNTY COMPTROLLER

Clerk Hand asked the Board to declare obsolete and junk assets 1565, 1566, 1567 and 1569 (all are old computers) in the custody of the Property Appraiser.

- ❖ Commissioner Jones made a motion to declare the assets obsolete and junk. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

ATTORNEY FUQUA

Attorney Fuqua stated he has received more information about the Volunteer Fire Department grant, and there is only \$165,000 available for the whole state. Attorney Fuqua suggested the volunteer fire departments apply early and often for the grant. Attorney Fuqua stated he emailed the information to Clerk Hand, and Ms. Snowden stated the volunteer fire departments have been sent the information as well.

Attorney Fuqua stated about three (3) months ago Clerk Hand informed him she received a letter from the County garbage provider stating they would like to release our bond, as it is not a contract requirement. Attorney Fuqua stated he has responded to let the company know it is a requirement of the contract they have the bond, but has not heard anything back from them. Attorney Fuqua asked how the Board would like to proceed. Commissioner Bailey stated he would look into the issue.

COMMISSIONER TIME

COMMISSIONER JONES

Commissioner Jones stated he would like to yield part of his time to Ms. Cathy Bess.

Ms. Bess stated she applied for a program to help install a new roof on her home when Mr. Dan Clemons worked for the County, her home was approved by the State and contractors came out to place bids on the project, but nothing has ever happened since then. Ms. Bess stated she would like to know if the County would be able to help her with her home. Ms. Sandy Kelly stated there have been two (2) building officials who have told her the structure is unsound (written), and has asked Mr. Parrish to inspect the building since he is the current building official. Ms. Bess stated there has never been anyone at her house to inspect the building, and if her roof were sound, she would not be applying to these programs to help her replace her roof. Chairman Wise asked Ms. Bess if she has ever received a letter stating the structure is unsound. Ms. Bess stated she has not received anything. Chairman Wise asked Mr. Parrish if he could provide any help with the matter. Mr. Parrish stated he has not been to Ms. Bess home. Chairman Wise stated it sounds like the money was appropriated to Ms. Bess when she signed forms previously. Ms. Kelly stated Ms. Bess application was run through RCMP (Residential Construction Mitigation Program) and the State turned her down because of the liability involved, as there was no permit for the addition to her home. Ms. Kelly stated she has added Ms. Bess application to the SHIP (State Housing Initiative Program) list, but she still needs a building official to sign off on the house stating the structure is sound. Commissioner Jones stated he has tried to locate Mr. Jimmy Grant, who declared the structure unsound in a letter to Ms. Kelly. Commissioner Bailey stated Mr. Grant is currently employed with the City of Blountstown. Ms. Bess stated Mr. Grant has never been to her house, the only person she knows came to inspect her house was Mr. Jerry Guilford. Ms. Kelly stated she has a letter from Mr. Grant where he inspected the house, and Ms. Bess responded he has never been to her house. Ms. Carrie Baker explained to the Board her understanding of the situation, and stated Ms.

Bess applied for help with the RCMP program and was accepted by the State and bids were opened, but Ms. Kelly stated no permits could be found for the addition to the home. Ms. Baker stated when she inquired about permits the city told her no one had checked for permits previously on the home, and the Property Appraiser told her that permits could not be found on probably 60% to 70% of residences. Commissioner Bailey asked how RCMP is funded. Ms. Smith explained to the Board the process of applying for and bidding out RCMP projects. Ms. Smith stated Ms. Bess application was stopped by the State because they felt the addition was structurally unsound, and Ms. Smith asked Ms. Kelly if there was any way the SHIP program may could help Ms. Bess. Ms. Smith stated she did not have any further involvement with the issue afterwards. There was further discussion about the SHIP program and requirements. Ms. Kelly stated there was already a long waiting list (SHIP) so Ms. Bess was toward the bottom of the list. Ms. Kelly stated because two (2) building officials had told her the structure was unsound, she requested Mr. Parrish make his assessment of the building. Ms. Kelly stated in the flood zone SHIP funds are limited up to 50% of the assessed value of a home, and Mr. Grant uses the building value because the home is in the flood zone. Ms. Kelly stated she did not know how much of the addition could be salvaged since she has been told it is unsound, and it may not hold the roof they would have to put on the home to meet Florida codes. Ms. Bess stated again that Mr. Grant has never been in her house to inspect anything. There was further discussion about the structure of the addition to the home. Commissioner Jones asked Mr. Parrish when he could go and inspect the home. Mr. Parrish stated he could go on Thursday, but has no jurisdiction in the City. Chairman Wise stated Mr. Parrish could give a recommendation as to the structure of the home. Chairman Wise asked what the next step would be if Mr. Parrish finds the addition to be structurally sound. Ms. Kelly stated Ms. Bess would then be put on a list for contractors to bid on, and the advertised bids received would then be brought before the Board for award. Ms. Carrie Baker expressed to the Board the unfairness of the flood zone policy for homeowners in the area. Ms. Kelly stated the policy is a County ordinance that was passed years ago, and in the 2016-2017 SHIP LHAP (Local Housing Assistance Plan), the policy states they cannot go over 50% of the assessed value of the home. There was further discussion about the policy and the flood zone. Commissioner Wise stated Mr. Parrish will go inspect the home, and give the Board his recommendation at the next meeting and they will go from there.

Commissioner Jones stated District 4 needs more programs such and SHIP, Weatherization, and RCMP because the district does not have many roads that require resurfacing or lime rock like the other four (4) districts. Commissioner Jones stated he would like to find a solution to the situation, and focus more of those programs into District 4.

COMMISSIONER BAILEY

Commissioner Bailey made a motion to adopt the amended Personnel Policy. Commissioner Jones seconded the motion. The motion passed unanimously 4-0.

Commissioner Bailey stated he submitted to Senator Montford a request to renovate the Kinard Community Center and increase the parking area, explaining the Community Center is the center of activity in Kinard. Commissioner Bailey stated he has requested a \$140,000 grant for the renovation, including a generator to run the fire department and Community Center in times when the power is off for an extended period, giving the citizens a place of refuge with electricity after storm situations. Commissioner Bailey asked for the Board's support of the grant.

- ❖ Commissioner Bailey made a motion for the Board to support his request for the \$140,000 grant for renovation of the Kinard Community Center. Commissioner Jones seconded the motion. The motion passed unanimously 4-0.
- ❖ Commissioner Bailey made a motion to bid out an annual contract for Section 911 DOT approved lime rock. Commissioner Jones seconded the motion. Commissioner Hall asked what kind of rock Commissioner Bailey is referring. Mr. Edenfield stated he would pull the specifications for DOT approved lime rock and email it to the Commissioners. Mr. Edenfield stated the lime rock has to come from pits that are DOT approved with certain testing. There was further discussion about DOT approved lime rock. Commissioner Hall stated if there were any way possible, he would like hi-calcium lime rock placed on the roads in his district because it holds up better over time. The motion passed unanimously 4-0.

Commissioner Bailey asked about the in-kind donation to the Senior Citizen Center. Clerk Hand stated this is how they match a grant, and is done every year for the center. Commissioner Bailey stated he was only wondering because the square feet listed was not the entire building. Clerk Hand stated they would claim more square footage on another in-kind grant match.

COMMISSIONER HALL

Commissioner Hall thanked all the volunteer fire departments for their help after the storms the past weeks. Chairman Wise stated he would like to thank them for all they do as well, and would like the Board to remember them at budget time.

Commissioner Bailey asked about an email regarding the County's health insurance policy. Clerk Hand stated the premium could be increasing again this year. Ms. Vicki Montford stated the increase last year was 9%, and they are seeing anywhere from 10% to 15% increases this year.

CHAIRMAN WISE

Chairman Wise stated he needs Board action for the match commitment for in-kind donation of building space for the Senior Citizen's Center.

- ❖ Commissioner Bailey made a motion to approve the In-Kind donation of building space. Commissioner Jones seconded the motion. The motion passed unanimously 4-0.

Commissioner Hall stated he would like to see Mr. Troy Wood at the Road Department receive a raise. Commissioner Hall stated Mr. Wood is a hard worker and a leader. Mr. Edenfield stated Mr. Wood brought to his attention that he was told by the former road superintendent he would be going before the Board to ask for a raise for him at the beginning of the year. Mr. Edenfield stated he did not know if this had been done, but Mr. Wood is a great asset to the County. Mr. Edenfield stated he would be appointing Mr. Wood as his second in charge if he ever has to be off work or in emergencies. Commissioner Bailey stated he would like Clerk Hand to verify the funds are in the budget and discuss the raise at the next Board meeting. There was further discussion about raises.

Commissioner Jones stated he was in a convenience store recently, and he believes he observed a County employee buying a beer while operating a County vehicle. Commissioner Jones stated he has

requested the surveillance footage to verify what was bought, and if he is correct action will need to be taken. Chairman Wise asked if another employee would be able to take up the duties of the employee until a replacement can be found in the event the employee in question has to be terminated. Mr. Wood stated there would be someone available to do the job in the event this happens.

Chairman Wise asked Mr. Edenfield if the safety training he is researching would be beneficial to all Board employees, except the library employees, as they do not go out in emergencies. Mr. Edenfield stated the training would probably benefit the maintenance department as well as the road department. Mr. Edenfield stated the training might also help with insurance costs. Chairman Wise stated it would be more cost effective for the Road Department and the Maintenance Department to be trained at the same time.

Chairman Wise stated he would also like to see training for bullying in the workplace for the County employees. Chairman Wise stated Ms. Maupin had this training for her employees at the library, and he believes this would be beneficial for everyone. Chairman Wise stated the training would cost \$1,000, and asked the Board if they would come to a consensus on the training. The Board all agreed by consensus this would be beneficial.

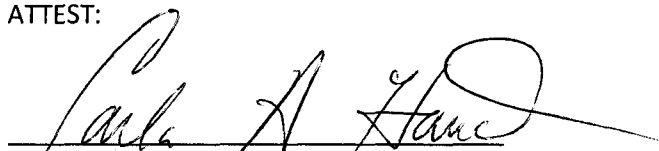
Commissioner Bailey stated he is paying health insurance out of pocket instead of taking the County's insurance. Commissioner Bailey stated he would like to donate the amount of his health insurance to the building fund for the Kinard Community Center to replace the floor.

- ❖ Commissioner Bailey made a motion to make a budget amendment to transfer the amount of his health insurance to the building fund for the Kinard Community Center. Commissioner Jones seconded the motion. The motion passed unanimously 4-0.

There being no further business, the meeting adjourned at 9:15 p.m., CT


DANNY RAY WISE, CHAIRMAN

ATTEST:


CARLA A. HAND, CLERK