

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR MEETING MINUTES  
SEPTEMBER 26, 2017**

**PRESENT AND ACTING:**

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

**MATT FUQUA, ATTORNEY  
CARLA A. HAND, CLERK OF COURT AND COUNTY COMPTROLLER  
SARAH WILLIAMS, CLERK ADMINISTRATIVE ASSISTANT**

Chairman Wise called the meeting held in the Regular Meeting room to order at 6:10 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 September 12, 2017 Regular Meeting Minutes, and the September 18, 2017 Final Budget TRIM Hearing Minutes; vouchers for warrants: accounts payable warrants – 1709-2G, 1709-G2, 1709-UTL, 1709-2UT, 1709-2RD, 1709-2L, 1709-2E, 1709-2S, 1709-E1 and payroll warrants - none) was made by Commissioner Bailey and seconded by Commissioner Jones. The motion passed unanimously 5-0.

**BOARD'S CONSIDERATION: APPROVAL OF CONDITIONAL USE PERMIT – SPOONER OIL**

Attorney Fuqua stated as the Planning Commission, the Board made a recommendation with a vote of 4-1 to approve the Conditional Use Permit of Spooner Oil Company. Attorney Fuqua stated he has consent of everyone, except one person who has one more sentence to add, to carry forward the comments from the Planning Commission meeting as if they were stated in the Board meeting.

Chairman Wise opened the floor to public comment.

Chairman Wise called Mr. Dan Tonsmeire to address the Commission. Mr. Tonsmeire stated he is with the Apalachicola Riverkeeper organization, and provided copies of a resolution, letter, and their preliminary comments to FDEP for Attorney Fuqua, Clerk Hand, and the Commission members. Mr. Tonsmeire read the resolution aloud, and briefly addressed the letter from the Attorney representing the organization and the preliminary comments to FDEP. Mr. Tonsmeire stated in the letter from their legal counsel, the attorney stated drilling for oil in Calhoun County is inconsistent with the Comprehensive Plan. Mr. Tonsmeire conveyed his opinion the application for conditional use should be denied.

Chairman Wise called Ms. Rebecca Jetton to address the Commission. Ms. Jetton asked the Commission to deny the application because she believes the Comprehensive Plan does not address oil drilling as an allowed use under any land use category. Ms. Jetton stated there is also no limit in the Comprehensive Plan to the number of wells allowed in the County, and the majority of land in the County is considered

agriculture. Ms. Jetton further explained why she believes the Commission should deny the application for conditional use.

Chairman Wise called Mr. Ken Tucker to address the Commission. Mr. Tucker stated he is an attorney who represents some landowners in Calhoun County. Mr. Tucker stated a few of the landowners own land near the area Mr. Spooner wishes to drill an exploratory well, and they welcome the Spooner well. Mr. Tucker stated the County could benefit economically if the well is successful, since the workers in the oil field would need food, building supplies, and housing. Mr. Tucker stated in the unlikely event of a spill, FDEP has a whole team of people whose sole job is to administer cleanup of spills, and will have to clean the spill up to health-based standards.

Chairman Wise called Dr. Lauren Anderson to address the Commission. Dr. Anderson stated he is a professor emeritus at Florida State University and has studied plant identification for seventy (70) years, and received his doctorate in botany in 1962. Dr. Anderson stated for over thirty (30) years he has sat on the Florida Endangered Plant Advisory Council, and has been Vice-Chair of the council for several years. Dr. Anderson stated he could report Calhoun County has fifty-eight (58) listed species as threatened or endangered. Dr. Anderson provided the Board with several maps listing priorities for endangered and threatened species in Florida, and areas of highest diversity and rarity of plants and animals in the United States, stating Calhoun County sits in these areas of critical concern. Dr. Anderson stated he believes any kind of industrial production would damage the flora and fauna of the Apalachicola River Basin, and urged the Commission to deny the application for conditional use.

Mr. Dan Tonsmeire with the Apalachicola Riverkeeper organization stated he wanted the Board to understand he was asking for the permit to be denied. Mr. Tonsmeire stated he also wanted to point out the letter from their attorney explains how the conditional land use is inconsistent with the Comprehensive Plan in Calhoun County.

Chairman Wise closed the floor to public comment.

- ❖ Commissioner Bailey made a motion to accept the recommendation from the Planning Commission to approve the Conditional Use Application with the condition the FDEP oil and gas drilling permit, the FDEP Environmental Resource permit, the storm water management permit, the North West Florida Water Management District water well permit for water supply, and the North West Florida Water Management District water well permit for ground water monitoring all be approved and received before construction begins. Commissioner McDougald seconded the motion. The motion passed 4-1. Commissioner Jones opposed.

**ANGIE SMITH, EMERGENCY MANAGEMENT DIRECTOR – RESOLUTION 2017-25: STATE WIDE MUTUAL AID AGREEMENT**

Ms. Smith presented the Board with a Statewide Mutual Aid Agreement with the State of Florida, required by Chapter 252, authorizing the State and its political subdivisions to provide emergency aid and assistance in the event of a disaster. Ms. Smith stated with the destruction from Hurricane Irma, the State has asked for this agreement to be updated. Ms. Smith read the Resolution aloud to the Board.

**Resolution 2017-25**  
A RESOLUTION OF THE CALHOUN COUNTY BOARD OF COUNTY  
COMMISSIONERS ADOPTING THE *STATEWIDE MUTUAL AID AGREEMENT*.

**Whereas**, the State of Florida Emergency Management Act, Chapter 252, authorizes the State and its political subdivisions to provide emergency aid and assistance in the event of a disaster or emergency; and

**Whereas**, the statutes also authorize the State to coordinate the provision of any equipment, services, or facilities owned or organized by the State or its political subdivisions for use in the affected area upon the request of the duly constituted authority of the area; and

**Whereas**, this Resolution authorizes the request, provision, and receipt of interjurisdictional mutual assistance in accordance with the Emergency Management Act, Chapter 252, among political subdivisions within the State.

**NOW, THEREFORE, BE IT RESOLVED BY THE CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS THAT:**

In order to maximize the prompt, full and effective use of resources of all participating governments in the event of an emergency or disaster we hereby adopt the Statewide Mutual Aid Agreement which is attached hereto and incorporated by reference.

Done and Adopted by majority vote of the Calhoun County Board of County Commissioners, in regular session on this the 26th day of September, 2017.

I certify that the forgoing is an accurate copy of the Resolution adopted by the Calhoun County Board of Commissioners on September 26, 2017.

- ❖ Commissioner McDougald made a motion to approve Resolution 2017-25. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

Ms. Smith asked Board authorization to approve and execute the Statewide Mutual Aid Agreement with the State.

- ❖ Commissioner McDougald made a motion to approve the execution of the Statewide Mutual Aid Agreement. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

Ms. Smith stated the grant administrator for the HMGP (Hazard Mitigation Grant Program) projects contacted her and informed her they want to modify the design portion of the agreement to extend the contracts until the construction funds are released. Ms. Smith stated the grant coordinator thought the funds would be released sometime in January. Ms. Smith stated once the grant administrator sends her the modification, she would present it to the Board for approval.

**JACE FORD – MOSQUITO CONTROL BUDGET**

Mr. Ford stated the amount of Arthropod Control Mosquito Control State Aid originally anticipated for Fiscal Year 2017-2018 has been reduced by \$3,176.90, so some changes had to be made to the budget for submission to the Florida Department of Agriculture and Consumer Services. Mr. Ford presented the

Board with the amended Arthropod Control Mosquito Control State Aid budget. (The 2017-2018 BOCC Mosquito Control Budget was amended for these changes at the final TRIM Hearing on September 18, 2017.)

- ❖ Commissioner Hall made a motion to approve the amended Arthropod Control Mosquito Control State Aid budget for submission to the Florida Department of Agriculture and Consumer Services. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

**CLIFFORD EDENFIELD, ROAD SUPERINTENDENT**

Mr. Edenfield presented the Board with Budget Amendment #9 to allocate funds for the truck ordered by the Road Department approximately six (6) months ago, which was recently received. Mr. Edenfield stated the purchase had already been approved.

**Calhoun County  
Board of County Commissioners  
Budget Amendment  
Fiscal Year 2016/2017**

**Amendment to 2016-2017 budget, reallocating expenditures between line items within County Transportation Trust Fund I (CTTF I) and County Transportation Trust Fund (CTTF II).**

**County Transportation Trust Fund I**

<u>account #</u>	<u>Description</u>	<u>Current</u>			<u>Revised</u>
		<u>Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Budget</u>
<b>Expenditures:</b>					
<b>Transportation:</b>					
11541-54152	Operating Supplies	\$197,501		(2,693)	194,808
11541-64000	Equipment	56,924	2,693		59,617
	Expenditure total	<u>\$254,425</u>	<u>2,693</u>	<u>(2,693)</u>	<u>\$254,425</u>

**County Transportation Trust Fund II**

<u>account #</u>	<u>Description</u>	<u>Current</u>			<u>Revised</u>
		<u>Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Budget</u>
<b>Expenditures:</b>					
<b>Transportation:</b>					
12541-63CDBG	CDBG Match Provision	\$38,000		(38,000)	-
12541-64000	Equipment	190,000	38,000		228,000
	Expenditure total	<u>\$228,000</u>	<u>38,000</u>	<u>(38,000)</u>	<u>\$228,000</u>

This Budget Amendment duly approved and adopted by the Calhoun County Board of County Commissioners at their regular meeting this 26h day of September 2017.

- ❖ Commissioner McDougald made a motion to approve Budget Amendment #9. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Mr. Edenfield requested the Board declare asset #470, a 2001 Dodge truck, obsolete and surplus. Mr. Edenfield stated the truck is in poor working condition, needs a new transmission and drive shaft, and

will cost more to repair than it is worth. Mr. Edenfield stated he would like to be able to sell the truck at auction. Commissioner McDougald asked how many miles are on the truck. Mr. Edenfield stated he is not sure; the dash had fallen out of the truck by the time he was employed with the County.

- ❖ Commissioner McDougald made a motion to declare asset #470 surplus for auction. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Mr. Edenfield stated he has an employee who is out on FMLA, and requested the Board extend his leave without pay to the end of October. Mr. Edenfield stated this employee runs out of FMLA on September 29, and is scheduled to retire October 22. Mr. Edenfield stated extending his time would not cost the County anything, and his health insurance has already been paid through October.

- ❖ Commissioner Bailey made a motion to extend the employee's FMLA to the end of October. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

#### **SHERIFF'S OFFICE – 911 DATA MASTER SOFTWARE SUPPORT GRANT, \$4,160.00**

On behalf of the Sheriff's Office, Clerk Hand asked for permission for the Chairman to execute the 911 Data Master Software Support grant application for \$4,160.00.

- ❖ Commissioner McDougald made a motion to approve the Chairman's signature for the 911 Data Master Software Support grant application. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

#### **SUPER COUNCIL MEETING**

Clerk Hand reminded everyone of the Super Council Meeting on Thursday, September 28, 2017 at 5:30 p.m. at Altha Public School in the Media Center.

#### **HOMEOWNER RELEASE FORM – NETTLE RIDGE VOLUNTEER FIRE DEPARTMENT**

Attorney Fuqua stated there would be inmates working on the Nettle Ridge fire station, a Calhoun County owned property, and because of the location of the fire station and the adjacent property owner, in order to work on the fire station the inmates will have to be on the adjacent property. Attorney Fuqua stated with this form the County would hold the property owner harmless without waiving sovereign immunity so the inmates can work on the property.

- ❖ Commissioner McDougald made a motion to approve the Homeowner Release Form. Commissioner Hall seconded the motion. Commissioner Bailey asked if there would be County inmates or State inmates working on the property. Commissioner McDougald responded State inmates would be working on the fire department. The motion passed unanimously 5-0.

#### **MEDICAL EXAMINER INTERLOCAL AGREEMENT**

Clerk Hand stated each year the Board enters into an agreement with the medical examiner for their services, which has already been budgeted for in the 2017-2018 fiscal year.

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

#### **JOHN MORGAN DAVIS, IDA BOARD CHAIRMAN**

Mr. Davis stated the IDA Board met yesterday afternoon, and are continuing to plan the taxiway extension. Mr. Davis stated they plan to advertise for bids toward the end of October.

Mr. Davis stated the IDA Board met with an engineer who will be testing the runways to see how much weight they can bear, and then class all the aircraft by their weights and publish the results so pilots can look up the weight restrictions to make sure they can land their aircraft at the airport safely.

Mr. Davis stated Mr. Lynwood Seay has indicated he would sell some land to the IDA Board, but they are still negotiating on the price.

Mr. Davis stated he met with the surveyor for the Shuler property today, and the survey should be complete in a couple weeks.

**CHELSEA SNOWDEN – PROJECTS AND GRANTS COORDINATOR**

Ms. Snowden requested the Board allow Mr. Jack Husband with Southeastern Consulting Engineers, Inc. to report for CEI services on Matthew Wood/Charlie Wood Road.

Mr. Husband provided the Board with a written update, and stated the contractor, Roberts and Roberts, Inc. has continued construction. Mr. Husband stated the cross drain and side drain installations have been completed. Mr. Husband stated 100% of the sod has been laid and the hydro seeding was completed as of this afternoon. Mr. Husband stated the entire roadway has one lift of asphalt complete, and the Contractor will be laying the surface course tomorrow. Mr. Husband stated pay request number 1 has been submitted to their firm and approved for \$177,877.08, and another pay request is expected soon after the Contractor has completed the surface course. Mr. Husband informed the Board a road closure was not necessary after all, and anticipates the project will be finalized in about a week.

Ms. Snowden stated the Solid Waste Grant plan was included in the agenda packets, as well as the Solid Waste Grant Application. Ms. Snowden asked the Board's permission for the Chairman to execute the application for the 2017-2018 Small County Consolidated Solid Waste Management Grant.

- ❖ Commissioner Bailey made a motion to approve for the Chairman to execute the 2017-2018 Small County Consolidated Solid Waste Management Grant. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden requested permission for the Chairman to execute the Calhoun County Historic Courthouse Renovation Grant Agreement with the Florida Department of Historical Resources for \$50,000.00. Ms. Snowden stated the grant is for brick repointing of 5,000 square feet of the Historic Courthouse.

- ❖ Commissioner Bailey made a motion to approve for the Chairman to execute the Calhoun County Historic Courthouse Renovation Grant Agreement. Commissioner Jones seconded the motion. Commissioner Bailey stated there is also a roof leak that needs to be addressed at the Historic Courthouse. Ms. Snowden stated they have been notified of the issue by the Sheriff's Office, and has been told there may be some funding available in the old courthouse renovation fund to fix the problem. Ms. Snowden stated she would speak with Mr. Tim Jenks about the issue. The motion passed unanimously 5-0.

Ms. Snowden stated the SCRAP (Small County Road Assistance Program) River Street project came in about \$700,000.00 under the original grant amount, and an amendment for the project has been received. Ms. Snowden stated in the agenda packet she included an email thread between Mr. Dustin Castells and herself explaining the SCRAP funds for this project may not be used to replace the sidewalks. Ms. Snowden stated she is aware of the issue and is looking for other funding sources with the Community Traffic Safety Team to replace the sidewalks. Ms. Snowden presented the second amendment to the SCRAP River Street Project Agreement to change the amount from \$1,252,432.00 to \$525,525.00.

- ❖ Commissioner Jones made a motion to approve the second amendment to the SCRAP River Street Project. Commissioner Hall seconded the motion. Commissioner Bailey stated engineering fees for the project were about 47% of the project, which is a high percentage. Ms. Snowden stated in the initial design, the sidewalks were included and Dewberry/Preble-Rish was in the process of designing the sidewalks before word was received the grant would not fund sidewalk replacement. Mr. Ford stated they were about thirty (30) to forty (40) percent through designing the sidewalk when they were told the grant could not be used for replacing the sidewalks. Mr. Ford stated the Board has a few options in regards to the sidewalk design. Mr. Ford stated he could complete the design to give to the County for use at a further date or Dewberry/Preble-Rish could return the money for the sidewalk design to the County, which would then have to be returned to FDOT (Florida Department of Transportation). Mr. Ford stated he understands the concern with the high design fee, but the project was originally based on a larger scope of design that was scaled back by FDOT. There was further discussion about the sidewalk design. There was agreement for Mr. Ford to complete the sidewalk design. The motion passed unanimously 5-0.

Ms. Snowden presented to the Board for approval Resolution 2017-24 for the second amendment to the SCRAP River Street project, allowing the Chairman to enter into the second amendment to the SCRAP River Street Agreement.

**RESOLUTION OF CALHOUN COUNTY, FLORIDA  
RESOLUTION NO. 2017-24**

**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 "SECOND 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 SE River Street from Neal Boat Landing to SR 20 West.

**WHEREAS**, the State of Florida, Department of Transportation and the County mutually agree to amend the Agreement by deleting the amount of \$1,252,432.00 (one million two hundred fifty-two thousand four hundred thirty-two dollars and no cents) wherever appearing therein and substituting the amount of \$525,529.00 (five hundred twenty-five thousand five hundred twenty-nine dollars and no cents) in lieu thereof.

**WHEREAS**, the "Second 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 "Second 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 "Second 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 **26th** day of **September**, 2017.

- ❖ Commissioner Jones made a motion to approve Resolution 2017-24. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden stated Clerk Hand emailed the Board the SHIP (State Housing Initiative Partnership) Annual Review letter that was received for the 2013 SHIP audit. Ms. Snowden stated she and Ms. Sandy Kelly would be working together on a response letter to address the findings by the next Board meeting.

Ms. Snowden stated on May 9 the Board accepted bids for the SCOP (Small County Outreach Program) Musgrove/Buddy Johnson Road project. Ms. Snowden stated C.W. Roberts Contracting, Inc. was the low bidder on the project with a bid of \$497,606.42. Ms. Snowden stated when the first pay request was received, it was noted in the Clerk's Office their actual bid did not concur with the contract documents, due to the fact they missed a line item in their total base bid. Ms. Snowden stated all her contract documents indicate \$497,626.42, and they are still the lowest bidder. Ms. Snowden stated for the record, the actual base bid on the project was \$497,626.42.

Ms. Snowden stated an advertisement for bids on the Chipola Road Sidewalk Project are set to publish in the newspaper tomorrow, and bids will be opened at the October 24 Board meeting.

Ms. Snowden stated she collected and tallied the ranking sheets from each Commissioner. The number one ranked proposer for CEI services on the SCRAP River Street project is David H. Melvin Engineers. Ms. Snowden stated she would inform the firm they would need to have negotiations with the Board at the October 8 regular Board meeting.

Ms. Snowden opened and passed out proposals to the Board for Construction Engineering and Inspection (CEI) services for the CIGP (County Incentive Grant Program) John F. Bailey Road project and the SCOP Suggs Attaway Road project. There were four (4) proposers for the CIGP John F. Bailey Road project: Panhandle Engineering, Inc., Alday-Howell Engineering, Inc., Gortemollar Engineering, Inc., and Anchor CEI. There were also four (4) proposers for the SCOP Suggs Attaway Road project: Panhandle Engineering, Inc., Southeastern Consulting Engineers, Inc., Gortemollar Engineering, Inc., and Anchor CEI. Ms. Snowden requested the Board review the proposals and bring the score sheets back to the next regular Board meeting on October 8, 2017.

**JUSTIN FORD, DEWBERRY ENGINEERS, INC. /PREBLE-RISH – COUNTY ENGINEER**

Mr. Ford stated they have received comments from FDOT on Friday, September 22, on County Road 392 and have worked yesterday and today to respond to all the comments. Mr. Ford stated he hopes to have signed and sealed drawings from the structural engineer by tomorrow, and will resubmit everything to FDOT. Mr. Ford stated he does not foresee any issues and should be able to advertise the project in the newspaper by next week. Commissioner Bailey asked if there was a projected cost

estimate for the project. Mr. Ford stated he has an estimate in his office, but he did not bring it with him. Mr. Ford suggested Commissioner Bailey could come by his office to see the cost estimate.

Mr. Ford stated the Catalyst Site Water Line Extension by North Florida Construction, Inc. is complete, and the elevated tank is being sand blasted currently. Mr. Ford stated the tank had to be drained, and they have determined a way for the airport to have water for the duration of the work on the elevated tank. Mr. Ford stated the project should be complete in a few weeks.

Mr. Ford Stated the Sam Duncan Road project bids will be opened at the October 10 Board meeting. Mr. Ford stated the contractor will be required to have the project complete by November 6 to comply with FEMA. Mr. Ford stated Amaziah Peacock Road will also have to be complete by this date, and Mr. Edenfield plans to begin work on the road in the next couple of weeks. Mr. Ford stated it would take the contractor a day or two (2) to pave the road after the Road Department has completed their portion of the roadwork. Mr. Ford stated the Coy Lindsey Road project is approximately 80% complete.

Mr. Ford presented the Board with a change order for Coy Lindsey Road. Mr. Ford stated at the last meeting there was an issue with bonds and insurance on the Ocheessee Landing Road project, and they have found the same issue with Coy Lindsey Road. Mr. Ford stated they have spoken with the contractor who has agreed to remove the bonds and insurance from their contract price. Mr. Ford stated the deductive change order is for \$700.00.

- ❖ Commissioner McDougald made a motion to approve the change order for Coy Lindsey Road. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

**BID OPENING – SCOP SUGGS ATTAWAY ROAD**

Mr. Ford opened and read aloud the bids for the SCOP Suggs Attaway Road project.

<b>SCOP Suggs Attaway Road</b>	
<b>Contractor</b>	<b>Total Base Bid</b>
C.W. Roberts Contracting, Inc.	\$174,053.05
Capital Asphalt	\$434,468.50
North Florida Construction Inc.	\$193,703.86
Roberts and Roberts, Inc.	\$225,514.15

- ❖ Commissioner Bailey made a motion to award the SCOP Suggs Attaway Road project to the low bidder, C.W. Roberts Contracting, Inc., contingent upon review of the bid documents. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

**BID OPENING – CIGP JOHN F. BAILEY ROAD**

Mr. Ford opened and read aloud the bids for the CIGP John F. Bailey Road project.

<b>CIGP John F. Bailey Road</b>	
<b>Contractor</b>	<b>Total Base Bid</b>
C.W. Roberts Contracting, Inc.	\$1,014,945.00
Capital Asphalt	\$2,202,730.00
North Florida Construction Inc.	\$1,261,643.31
Roberts and Roberts, Inc.	\$1,148,547.70

Mr. Ford stated C.W. Roberts Contracting, Inc. is the low bidder on the project, but all the bid amounts exceed the construction funds available. Mr. Ford stated they anticipated the bids to come in high, but the scope of work for the project would most likely not be reduced enough to lower the bids within the project budget. Mr. Ford stated they could have some conversations with C.W. Roberts Contracting, Inc. to see if they have any suggestions on areas where money could be saved, and to contact FDOT to see if there are any additional funds that could be allocated to complete the project. Mr. Ford recommended the Board table the project until the next regular Board meeting.

- ❖ Commissioner Bailey made a motion to table the project until the next Regular Board meeting. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

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

Clerk Hand presented invoices to the Board that did not meet the deadline for the meeting, but require payment prior to the next regular Board meeting. Clerk Hand stated there are five (5) Recycling Grant invoices that require payment: GNC Supply in the amount of \$241.31 for decals for the recycling trailers, Protainer for a recycling trailer in the amount of \$9,999.00, Recycling Equipment Corporation for recycling balers in the amount of \$26,200.00, Recycling Equipment Corporation for baling wire in the amount of \$6,306.00, and Tony's Paint and Body for painting the old recycling trailers in the amount of \$3,600.00. Clerk Hand stated the total of the Recycling Grant invoices to be paid are \$46,346.31.

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

Clerk Hand stated the Board voted previously to purchase new voter equipment, and the equipment has been delivered. Clerk Hand stated the invoice was just received and payment is required before the next regular Board meeting. Clerk Hand asked permission to pay the invoice for \$148,416.88.

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

Clerk Hand presented the Board with an invoice payable to Chariot Construction for the Creamer Weatherization job for \$7,550.00.

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

Clerk Hand presented the Board with the Safety Grant Application and requested permission for the Chairman to execute the application. Clerk Hand stated this grant is for \$6,000.00, and is received each year from the Florida League of Cities. Clerk Hand stated these funds are used to partially pay for the Sheriff's tower antenna rental.

- ❖ Commissioner McDougald made a motion to approve the Chairman's signature on the Safety Grant Application. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

#### **ATTORNEY TIME**

Attorney Fuqua stated his contract with the County expires September 30, and he has provided in an email to the Board a new two (2) year contract. Attorney Fuqua stated the contract is the same as last year, except the hourly rate increases from \$125.00 to \$150.00. Attorney Fuqua stated the retainer fee would remain the same. Commissioner Bailey asked if Attorney Fuqua would have any issue with placing a thirty (30) day contract cancellation notice for either party in the contract. Attorney Fuqua stated he had no issue with Commissioner Bailey's request.

- ❖ Commissioner Bailey made a motion to approve the two (2) year contract, with the addition of the thirty (30) day notice from either party for cancelation of the contract. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

### COMMISSIONER TIME

### COMMISSIONER MCDUGALD

Nothing to report.

### COMMISSIONER JONES

Nothing to report.

### COMMISSIONER BAILEY

Commissioner Bailey stated if the Board chooses to revert from PTO (Paid Time Off) to annual leave and sick leave, a decision would need to be made tonight, as the effective date would be October 1. (First day of the new fiscal year) Commissioner Bailey provided the Board with a handout outlining the number of hours lost by employees when the previous Board implemented PTO, earning approximately 48 less annually. Commissioner Bailey stated he has spoken with most of the department heads who state their employees prefer annual leave and sick leave to PTO.

- ❖ Commissioner Bailey made a motion to revise the current personnel policy implementing sick and annual leave instead of PTO providing employees with 8.67 (< 10 years employed) or 10.67 (>= 10 years employed) hours monthly of annual leave with a maximum accumulation of 240 hours and 8 hours of sick leave per month, with a maximum accumulation of 480 hours and a 25 % payout (maximum payout of 120 hours) upon termination of employment. Commissioner Hall seconded the motion. Commissioner McDougald stated the County adopted the PTO policy about five (5) years ago because that is what most companies were moving toward, and for eliminating sick time abuses. Commissioner McDougald stated the County employees do not like PTO because of the reduction of leave earned annually. Commissioner McDougald stated he is in favor of sick and annual leave since County employees prefer it. Chairman Wise stated most of the employees he has spoken with have indicated they prefer annual leave and sick leave. Chairman Wise stated he is favor of going back to annual leave and sick leave. The motion passed unanimously 5-0.

Commissioner Bailey stated the department heads need to notify Ms. Pam Skinner, Clerk Human Resources, when an employee is out of work on sick leave over three (3) days. Clerk Hand stated Ms. Skinner could send an email reminder to the department heads letting them know she will need to be notified of sick leave used in excess of (3) three days. There was further discussion about FMLA.

Chairman Wise asked how employee's PTO accrual would be divided between annual leave and sick leave. Commissioner Bailey stated he recommends for Ms. Skinner to work with the department heads and employees to divide their present PTO time, not to exceed 240 hours allocated to annual leave.

- ❖ Commissioner Bailey made a motion to limit the carryover of hours to 240 hours for annual leave. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.
- ❖ Commissioner Bailey made a motion there will be no buyouts on annual pay. Chairman Wise seconded the motion. There was further discussion about annual leave and sick leave. The motion passed unanimously 5-0.

- ❖ Commissioner Bailey made a motion to appoint Mr. Adam Johnson as Interim Emergency Management Director and give Mr. Johnson and Ms. Bobbie Jo Chambers a 10% (temporary raise) to assume duties in the interim of hiring a new Emergency Management Director. Commissioner Bailey stated he would also like Mr. Johnson and Ms. Chambers to administer the new Hurricane Loss Mitigation Program (HLMP) with Ms. Snowden's help. Commissioner Hall seconded the motion. Ms. Angie Smith advised the Board they would have to name an interim director with the State by this Friday, which will give the Board time to move forward with finding a full time director. The motion passed unanimously 5-0.

**COMMISSIONER HALL**

Nothing to report.

**CHAIRMAN WISE**

Nothing to report.

Clerk Hand stated Ms. Rita Maupin called her today in regards to holding a County employee Christmas party at the Blountstown Library. Clerk Hand stated Ms. Maupin suggested the date of December 8 at 5:00 p.m. Clerk Hand stated there are some funds left over from a previous Christmas party, \$360, that were donated by Commissioners, the Constitutional Officers, the Attorney, and the County Judge, which could be used for the Christmas Party. There was Board consensus for the Christmas party to be held at the Library. Clerk Hand stated she would notify Ms. Maupin so she could prepare.

There being no further business, the meeting adjourned at 7:20 p.m., CT.

  
DANNY RAY WISE, CHAIRMAN

ATTEST:

  
CARLA A. HAND, CLERK

**RESOLUTION OF CALHOUN COUNTY, FLORIDA  
RESOLUTION NO. 2017-24**

**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 "SECOND 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 SE River Street from Neal Boat Landing to SR 20 West.

**WHEREAS**, the State of Florida, Department of Transportation and the County mutually agree to amend the Agreement by deleting the amount of \$1,252,432.00 (one million two hundred fifty-two thousand four hundred thirty-two dollars and no cents) wherever appearing therein and substituting the amount of \$525,529.00 (five hundred twenty-five thousand five hundred twenty-nine dollars and no cents) in lieu thereof.

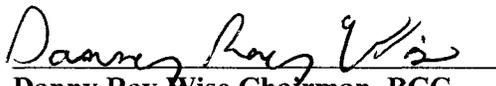
**WHEREAS**, the "Second Amendment to the State of Florida, Department of Transportation, Small County Road Assistance Program" requires that a Resolution be passed by the Board of County Commissioners of Calhoun County, Florida authorizing the Chairman of the Board of County Commissioners of Calhoun County, Florida, to execute and enter into the "Second 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 "Second 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 26th day of September, 2017.

**CALHOUN COUNTY  
BOARD OF COMMISSIONERS**

  
\_\_\_\_\_  
Danny Ray Wise Chairman, BCC

**ATTEST:**

  
\_\_\_\_\_  
Carla Hand, Clerk BCC

**Calhoun County  
Board of County Commissioners  
Budget Amendment  
Fiscal Year 2016/2017**

**Amendment to 2016-2017 budget, reallocating expenditures between line items within County Transportation Trust Fund I (CTTF I) and County Transportation Trust Fund (CTTF II).**

**County Transportation Trust Fund I**

<u>account #</u>	<u>Description</u>	<u>Current Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Revised Budget</u>
<b>Expenditures:</b>					
<b>Transportation:</b>					
11541-54152	Operating Supplies	\$ 197,501		(2,693)	194,808
11541-64000	Equipment	56,924	2,693		59,617
	<b>Expenditure total</b>	<b>\$ 254,425</b>	<b>2,693</b>	<b>(2,693)</b>	<b>\$ 254,425</b>

**County Transportation Trust Fund II**

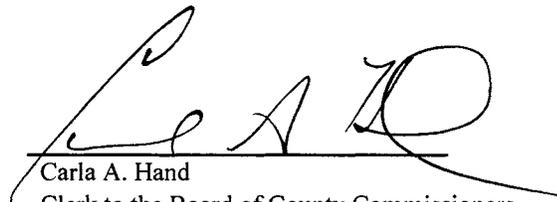
<u>account #</u>	<u>Description</u>	<u>Current Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Revised Budget</u>
<b>Expenditures:</b>					
<b>Transportation:</b>					
12541-63CDBG	CDBG Match Provision	\$ 38,000		(38,000)	-
12541-64000	Equipment	190,000	38,000		228,000
	<b>Expenditure total</b>	<b>\$ 228,000</b>	<b>38,000</b>	<b>(38,000)</b>	<b>\$ 228,000</b>

This Budget Amendment duly approved and adopted by the Calhoun County Board of County Commissioners at their regular meeting this 26h day of September 2017.

Board of County Commissioners  
Calhoun County, Florida:

  
\_\_\_\_\_  
Danny Ray Wise  
Chairman

ATTEST:

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