

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING MINUTES
OCTOBER 10, 2017**

PRESENT AND ACTING:

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

**MATT FUQUA, ATTORNEY
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 Jones 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 26, 2017 Planning Commission Minutes, and the September 26, 2017 Regular Meeting Minutes; vouchers for warrants: accounts payable warrants – 1710-1RS, 1710-1SP, 1710-1WP, 1710-1LP, 1710-1RP, 1710-1GP, 1710-1EP, 1710-1GC, 1710-1RC, 1710-MED, 1709-2W, 1709-2GS, 1709-EOC, 1709-GS, 1709-2SG and payroll warrants - PR17-B26 (2), PR17-B27, PR17-B28, PR17-B29/B30, PR092117, PR100517) was made by Commissioner Hall and seconded by Commissioner Bailey. The motion passed unanimously 5-0.

PAM SKINNER – ANNUAL AND SICK LEAVE/PTO

Ms. Skinner stated at the last meeting the Board voted to change the leave policy from PTO (personal time off) to sick and annual leave, and for the employees to split their accrued PTO between annual leave and sick leave. Ms. Skinner stated after speaking with Bill Krisner, the County's employment lawyer, he informed her that the accrued PTO time needs to be kept separate from sick or annual time until it expires. Ms. Skinner stated there would be no more PTO accruals, but employees would have three (3) accrual balances, PTO, annual, and sick leave, until their PTO expires. Ms. Skinner stated the Board would need to vote to leave the PTO accruals as they are, and not move the balances into annual and sick, in light of Attorney Krisner's advice.

- ❖ Commissioner Bailey made a motion to leave the PTO accruals as they are, and not require the balances to be moved into sick or annual leave. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Ms. Skinner stated the Board would need to decide how long employees would have to use their accrued PTO. Ms. Skinner stated some employees have considerable balances, and would be unable to use the entire balance within one (1) year, and suggested the Board require employees to use their PTO accrual within two (2) years, ending on September 30, 2019.

- ❖ Commissioner Bailey made a motion to require employees to use their PTO accrual within two (2) years, ending on September 30, 2019. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.

Ms. Skinner stated the Board could make a requirement for employees to use their PTO accrual time first before they can use their annual or sick leave. Ms. Skinner stated this is not a requirement, but if the Board wished to do so, this would be an option. Commissioner Bailey stated if the Board does not have to make this a requirement he would rather look at the balances in a year and make a decision at that time. Commissioner McDougald agreed and stated he would rather not take action on the matter at this time.

Ms. Skinner reminded all department heads and supervisors if they or any of their employees are out of work for more than three (3) consecutive days, she would need to be notified so FMLA (Family Medical Leave Act) papers can be filed within five (5) days of the notification. Ms. Skinner stated it is also helpful if scheduled surgery dates are reported to her in advance.

CARLA PEACOCK, PROPERTY APPRAISER

Ms. Peacock stated she has some funds left over in her 2016-2017 budget, and would like to ask the Board's permission to retain a portion of the funds in the amount of \$26,503.00 to purchase a vehicle for her office. Ms. Peacock stated she is currently paying her field appraiser mileage, as he is required to visit properties throughout the county to inspect them for tax assessment purposes. Ms. Peacock provided the Board with a handout showing the Property Appraiser's office has spent \$73,318.76 over the past ten (10) years on mileage, and pointed out that it would be more economical to purchase a vehicle to be used by the field appraiser. Ms. Peacock stated she received two (2) quotes (State contract prices) from Garber Chevrolet/Ford, which she has included with the handout to the Board, and would like to purchase the 2017 Chevrolet Silverado, which came in at a lower price than the 2017 Ford F-150. Ms. Peacock stated if the Board grants permission for her office to keep \$26,503.00, she would still be returning about \$24,000.00 of her 2016-2017 budget by October 30.

- ❖ Commissioner Bailey made a motion to allow the Property Appraiser's office to retain \$26,503.00 of their 2016-2017 budget to purchase a vehicle. Commissioner McDougald seconded the motion. Ms. Peacock stated the vehicle would remain parked at the Courthouse when not in use, and would not be driven home. The motion passed unanimously 5-0.

ANNUAL FORESTRY SERVICE REPORT

Mr. Steve Oswalt, Area Supervisor and Mr. Phillip Garrett, County Forester, provided the Board with a handout outlining the activities of the Forestry Service for the Fiscal Year from July 1, 2016 through June 30, 2017. Mr. Oswalt stated most all of his employees have been to central and southern Florida this year fighting fires and assisting with efforts due to Hurricane Irma. Mr. Oswalt stated they have leased two (2) new pieces of equipment to the County, a brush truck to Scotts Ferry Volunteer Fire Department and a generator to Nettle Ridge Volunteer Fire Department.

Mr. Garrett, the County Forester, informed the Board of his activities the past fiscal year. Mr. Garrett outlined some of the State and Federal programs available in the County: the Southern Pine Beetle Cost-Share Program, the Longleaf Pine Private Landowner Incentive Program, and the Cogongrass Treatment Cost-Share Program. Chairman Wise stated he appreciates the Forestry Service leasing equipment to the Volunteer Fire Departments. Commissioner Bailey asked if there was much participation in the Cogongrass spraying, and if the spray was working to kill the grass. Mr. Garrett stated he only had two (2) applicants for the Cogongrass Treatment program last year. Mr. Garrett stated that after inspecting the two (2) applicants' stands of Cogongrass, there was almost 100% kill of the grass. Commissioner Bailey asked what is used to spray the Cogongrass. Mr. Garrett stated a mix of Arsenal and Roundup is generally recommended to spray on the Cogongrass. Commissioner Bailey asked how big of an area of the grass would someone need to qualify for the program. Mr. Garrett stated for any area under an

acre, the program will pay the price per acre of \$100, and anything over an acre goes to \$75 per acre. Mr. Garrett stated he placed an article in the newspaper last year about Cogongrass to inform the public there are options for help in killing the grass. Mr. Garrett stated he would try to increase awareness about the grass and the program in the upcoming year. There was further discussion about the different programs offered by the Forestry Service.

SHERIFF GLENN KIMBREL – LEGISLATIVE FUNDS FOR NEW JAIL KITCHEN

Sheriff Kimbrel reminded the Board the State legislature appropriated \$145,000.00 to the Calhoun County Sheriff's Office to build a new jail kitchen. Sheriff Kimbrel stated there has been discussion about tearing the old jail down, and since the kitchen is in the old jail a new kitchen will need to be constructed. Sheriff Kimbrel stated he was asked by the Board to inquire if the funds could be used towards the asbestos abatement for the old jail, and he was told the funds could not be used for asbestos abatement. Sheriff Kimbrel stated before anything can be done to the old jail the asbestos abatement must be completed, but funding has not been appropriated in the budget. Sheriff Kimbrel stated the other option is to construct a new kitchen in another location on the jail grounds. There was further discussion about the funding appropriated for the jail kitchen. Sheriff Kimbrel stated there are two (2) options for building a new kitchen attached to the jail: building the kitchen where the sally port is currently located and moving the sally port to the other end of the old jail, or building the kitchen in the area between the Senior Citizen's building and the jail. Sheriff Kimbrel stated he is unsure if the location between the Senior Citizens building and the jail will have sufficient space for the structure, and he has figured the kitchen will be about 700 square feet. Sheriff Kimbrel stated the project must be completed by September 30, 2018. There was further discussion about the new kitchen.

- ❖ Commissioner Bailey made a motion to advertise for an architect to look at both sites to see which would be feasible, and draw a site plan. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

VIC WILLIAMS, WASTE PRO – CONTRACT WITH COUNTY

Mr. Williams stated Waste Pro would like to implement a rate increase of \$2.00 per month to garbage collection services, and also asked the Board if they would consider mandatory garbage collection in the County. There was consensus of the Board there was no interest in mandatory garbage collection in the County. There was further discussion about garbage pick-up participation in the County. Chairman Wise asked how long it would be before Waste Pro would come back and ask for another increase. Mr. Williams stated it should be a few years before another increase. Mr. Williams stated they would not implement this increase until January 2018. There was further discussion about increasing the garbage collection services rate.

- ❖ Commissioner Bailey made a motion to table the decision to increase the garbage collection rate by \$2.00. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

Commissioner Bailey stated the Board would schedule to see Mr. Williams in six (6) weeks at the second Board meeting in November to make a decision.

OPPORTUNITY FLORIDA – ANNUAL MEMBERSHIP INVESTMENT 2017-2018 MEMBERSHIP YEAR

- ❖ Commissioner Hall made a motion to reappoint Ms. Vicki Montford to serve on the Opportunity Florida Board. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

SANDY KELLY – SHIP AUDIT 2013-2014 RESPONSE LETTER

Ms. Kelly stated the Board received the SHIP audit response letter in their agenda packets, and requested Board approval for the Chairman to sign the audit response letter for the 2013-2014 report.

- ❖ Commissioner McDougald made a motion to approve the Chairman's signature on the SHIP audit response letter for 2013-2014. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

Commissioner Jones asked Ms. Kelly when the new SHIP funding would be received. Ms. Kelly stated she is unsure when the funding would come in, and has been expecting the funding to come in at any time.

FRANK SNOWDEN – COUNTY PLANNER

Mr. Snowden stated typically Planning Commission Meetings are held at 5:00 prior to the second Board meeting of the month, but the next Planning Commission Meeting would need to start at 4:30 since some conditional use permit hearings had to be pushed back due to the busy Planning Commission Meeting last month. Mr. Snowden stated this meeting would pertain to two (2) telecommunications towers a company would like to install in the County. Mr. Snowden stated the companies submitted their conditional use permit applications with \$1,000.00 about a week after the new fee ordinance was voted on, so the value-based fee had not been calculated. Mr. Snowden stated he has since added value of project to the application and fees. Mr. Snowden asked Board direction about the fees still owed by the company. Attorney Fuqua stated Mr. Snowden should send the ordinance to the company. Mr. Snowden stated he has done this, and does not think the company will have a problem paying the extra fees per the ordinance. Mr. Snowden inquired how the Board would like to determine the value based fees. Attorney Fuqua stated the company would need to state the value of the project on the application and swear to the correctness of the amount. There was further discussion about valuation of a project. Commissioner Bailey suggested taking value of the project provided on the application, and checking it against towers in other counties to make sure the figure is accurate.

Mr. Snowden stated earlier this year there were public hearings concerning a Comprehensive Plan Amendment, and the approved documents have been sent to the Department of Economic Opportunity for review. Mr. Snowden stated the County is now ready to formally adopt an Ordinance, and will need to schedule a hearing to do so. Mr. Snowden asked the Board if they would rather hold the hearing before the first or second meeting in November. Mr. Snowden stated there would be a Planning Commission Meeting for another cell tower conditional use permit application scheduled before the second regular meeting on November 28. There was Board consensus to schedule the Ordinance approval hearing on November 28.

Mr. Snowden stated he received a complaint about someone who has a tubing transport business on the Chipola River. Mr. Snowden stated the individual shuttles people tubing between Johnny Boy Landing and Lamb Eddy Landing, and parks the vehicles used at his home off Hamilton Springs Road. Mr. Snowden stated the neighbor does not like the vehicles being parked at the individual's home, and is concerned about traffic. Mr. Snowden asked if parking the vehicles used for the individual's business on his property is a violation of any ordinance. The Board determined the individual is allowed to park his business vehicles on his private property. Mr. Snowden asked if people were to gather at the home to be transported, if a conditional use permit would be needed. Attorney Fuqua stated a conditional use permit would have to be issued if the individual were conducting the business on his personal property.

Attorney Fuqua stated in the past when a conditional use permit has been issued, the approved meeting minutes have served as the permit. Attorney Fuqua stated moving forward, he would suggest the Board actually present a document awarding a conditional use permit that lists all the qualifications of the permit. Attorney Fuqua stated he does not have a document prepared and would be getting some input

from another attorney about how the document should be prepared. Attorney Fuqua stated he would have a document prepared for the next regular Board meeting for the Board to approve.

Mr. Snowden stated on occasion he is asked for a letter of staff review for conditional use permit applications. Mr. Snowden stated he generally consults with Mr. Dowling Parrish and Attorney Fuqua to review and discuss the details of a project. Mr. Snowden asked the Board how they would like the letter of review handled. Attorney Fuqua stated the County has not had a formal staff review of applications, and Mr. Snowden should let the companies know if their proposals are consistent with the Comprehensive Plan or not. There was further discussion about letters of review.

JAKE MATHIS, DAVID H. MELVIN, INC. – CEI NEGOTIATIONS, SCRAP RIVER STREET

Mr. Mathis presented the Board with a proposal for CEI services for the SCRAP (Small County Road Assistance Program) River Street project. Mr. Mathis stated the project has already been negotiated with the County this week, and asked the Board for approval of the proposal.

- ❖ Commissioner Bailey made a motion to accept the proposal for CEI services for the SCRAP River Street project. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

TIM JENKS – MAINTENANCE SUPERVISOR

Mr. Jenks updated the Board on the activities of the Maintenance Department.

Mr. Jenks informed the Board speed bumps have been installed at Sam Atkins Park. Mr. Jenks stated there have been issues with people speeding through the park, and eight (8) speed bumps were installed to help with the issue.

Commissioner Bailey asked Mr. Jenks for an update on the TRANE air conditioning and lighting project. Mr. Jenks stated TRANE has been to the Courthouse several times to put together a plan for installing the new air handlers, and have requested to complete the third floor and the basement first, and the second floor last. Mr. Jenks stated the lighting retrofit should begin soon.

CLIFFORD EDENFIELD – ROAD DEPARTMENT SUPERINTENDENT

Mr. Edenfield stated the Road Department would begin work on Amaziah Peacock Road next week and would have the road ready for the contractor to pave the following week.

Mr. Edenfield stated Coy Lindsey Road and Musgrove/Buddy Johnson Roads have been completed.

Mr. Edenfield stated they removed some hazardous trees from the Clarksville boat ramp.

Mr. Edenfield stated he has not been able to get as many crews from the Department of Corrections lately, so they are a little behind on keeping the grass cut around signs and guardrails.

Mr. Edenfield stated there are several items on the inventory list he would like to move to the Road Department: asset #1593 Nikon 5200 camera, asset #1104 Dell TV, and asset # 992 Dell Optiplex 790 computer. Mr. Edenfield stated Emergency Management had two (2) cameras and would like to transfer one (1) to the Road Department to document road conditions and storm damage. Mr. Edenfield stated the Dell TV would be used to monitor storm conditions before and during weather events. Mr. Edenfield stated the Dell computer is Ms. Angie Smith's computer, which she needs to complete the closeouts on the FEMA projects.

- ❖ Commissioner McDougald made a motion to move the listed assets to the Road Department inventory list. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Mr. Edenfield stated he would be out of town for a conference Thursday and Friday of this week, and would be available by phone if anyone needed to contact him.

RITA MAUPIN – DIRECTOR OF LIBRARY SERVICES

Ms. Maupin stated the library has been finishing their end of year reports and compiling statistics. Ms. Maupin stated the first submittal of the State aid grant has been submitted and the second submittal is due on November 1.

Ms. Maupin stated Mr. JK Newsome and the library branch managers inspected each library for safety issues, and no outstanding safety issues were found.

DOWLING PARRISH – BUILDING OFFICIAL

Mr. Parrish reported to the Board his activities over the past month.

JUDY BISS – COUNTY EXTENSION OFFICE

Ms. Biss reported to the Board she and Ms. Whitney Cherry participated in the annual 4-H Ag Adventures week at the UF/IFAS Research and Education Center in Quincy. Ms. Biss stated about 1,000 students from surrounding counties are taught about local agriculture during a field trip to the research farm center. Ms. Biss stated most of Calhoun County's fourth graders and some fifth graders attended the field trip.

Ms. Biss stated the University of Florida has an internationally recognized entomology department, a large part of which focuses on honeybee research, and the program also educates beekeepers through the Master Beekeeper Program. Ms. Biss stated each year the University teaches beekeeping at what is called "Bee College", and because of the increase in beekeepers in our area, they have agreed to conduct Bee College in Blountstown next year. Ms. Biss thanked Superintendent of Schools Ralph Yoder and Principal Debbie Williams for allowing the Extension Office to use the Blountstown High School for this event. Ms. Biss stated the event will start in March 2018 and is proposed to return every other year as they rotate with South Florida.

Ms. Biss stated north Florida escaped much of the damage from Hurricane Irma, but some row crops were still damaged. Ms. Biss stated the range of damage estimated is from 10% to about 50% in the eastern panhandle. Ms. Biss stated the USDA Farm Service Agency provides disaster funds for producers once a statewide review board designates counties as disaster areas.

ADAM JOHNSON – INTERIM EMERGENCY MANAGEMENT DIRECTOR

Mr. Johnson thanked the Board for their support over the weekend in regards to Hurricane Nate. Mr. Johnson stated it was prudent to declare a local state of emergency due to potential weather effects from Hurricane Nate, but thankfully, the County has had no reports of damages.

Mr. Johnson discussed with the Board the Hurricane Loss Mitigation Program (HLMP), a grant whose purpose is to retrofit single-family homes to prevent and reduce loss of homes from tropical storms and hurricanes. Mr. Johnson stated this program is not designed to fix any current problems on a home, only for prevention of damage due to hurricane events. Mr. Johnson provided the Board with the advertisement for the program, and asked the Board's consideration and input on whether or not to

limit applicants to an income bracket. Mr. Johnson stated there are no income requirements for the grant, however many other counties have self-imposed income requirements. Mr. Johnson stated under similar programs there has been a deferred payment loan, and would like to know whether to include this as well in the HLMP grant. Mr. Johnson stated they would begin advertising for the program in the newspaper next week, and would also have a booth set up at Goat Day in order to promote and produce public awareness of the program. There was further discussion about income requirements and deferred payment loans.

Mr. Johnson stated some discussion has been generated about updates to the County website, calhouncountyflorida.org, creation of County emails, and an offsite computer backup. Mr. Johnson stated he understands many of the computers within the Courthouse do not have offsite back-up storage should a disaster occur. Mr. Johnson stated if something happens to the computers and sensitive information is not backed up offsite, all the information will be lost. Mr. Johnson stated he reached out and met with an individual who has offered to conduct a needs assessment, at no cost to the County, which would consist of the evaluation of current software and hardware, after which an estimate of the cost of updates could be made. Mr. Johnson requested Board approval to move forward with the needs assessment.

- ❖ Commissioner Bailey made a motion to move forward with the needs assessment. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Mr. Johnson stated in order to promote more accurate information, increased community engagement, and insure accurate communications and rumor control; he would like the Board's approval to create a Calhoun County Emergency Management Facebook page. There was Board consensus for Mr. Johnson to create a Facebook page. Commissioner Bailey asked if Mr. Johnson checked on how to control posts or take posts off the page. Mr. Johnson stated the public would not be able to post directly to the wall of the page, but could comment on statuses posted by Emergency Management. Mr. Johnson stated these posts can be reviewed and comments deleted if something is flagged as inappropriate. Mr. Johnson stated a disclosure about public records laws would be posted on the Facebook page. Attorney Fuqua asked how information on the page would be retained. Mr. Johnson stated you can download your newsfeed, but he would look into the retainage issue further.

- ❖ Commissioner McDougald made a motion to implement income restrictions for the HLMP grant program. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

JOE WOOD – DIRECTOR OF OPERATIONS

Mr. Wood read aloud for the Board a letter from Mr. Oby Borelli. Mr. Borelli requested the Board give him an additional five (5) days after the original November 8th extension of leave without pay, in order to be able to make it to his six (6) week post op surgery appointment, at which he should be released to return to work on November 13.

- ❖ Commissioner McDougald made a motion to allow Mr. Borelli five (5) additional days of leave. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

Mr. Wood asked the Board if they had thought of more debris staging areas to name with FEMA in the event there was a catastrophic emergency. Commissioner McDougald suggested Ocheessee Park, Watson Pit, and the area at the airport just north of the entrance. Mr. Wood stated any parks could be used; these areas would only be temporary and would be returned to the condition they were in prior to the debris staging if they had to be used. There was further discussion about debris staging areas. Mr.

Wood asked the Board to continue to think about areas that could be used. Commissioner McDougald stated each Commissioner should designate one (1) area in each of their districts.

CHELSEA SNOWDEN – PROJECTS AND GRANTS COORDINATOR

Ms. Snowden stated she and Commissioner Bailey attended the five (5) year work program meeting today with FDOT where they go over projects being added to the 2019-2023 work program. Ms. Snowden stated Calhoun County was funded for Wrennie Moody Road (CIGP resurfacing, signage and drainage upgrades, and sod placement) in 2021 and County Road 287A (SCRAP widening and resurfacing) in 2021 and 2022.

Ms. Snowden stated she has submitted \$726,000 in grant reimbursement requests to FDOT.

Ms. Snowden stated final closeout documents for Musgrove/Buddy Johnson Road and Matthew Wood/Charlie Wood Road would be brought to the next regular Board meeting.

Ms. Snowden stated she has the agreement with David H. Melvin, Inc. for the SCRAP River Street project for the Chairman's signature tonight, and anticipates the project will start by October 24.

Ms. Snowden stated the Chipola Road Sidewalk project has been re-advertised and bids will be opened at the October 24 regular Board meeting.

Ms. Snowden stated the County Road 392 project has been advertised and bids will be opened at the November 14 regular Board meeting.

Ms. Snowden stated she met with Keith Maddox, EMS Director, last week and it was noted the price received for the ambulance chassis was through the NJPA (National Joint Powers Alliance), not the state bid list. Attorney Fuqua stated the procurement policy was recently amended to include a nationwide purchasing group, but there were some limitations to the amendment. Attorney Fuqua stated the NJPA purchasing group is another nationwide bid alliance and is valid. Attorney Fuqua stated that for this particular situation he suggests waving the technical requirements of the procurement policy and accepting the NJPA price for the ambulance chassis.

- ❖ Commissioner McDougald made a motion to accept the bid from NJPA for the ambulance chassis. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden presented to the Board Resolution 2017-27 and the SCOP (Small County Outreach Program) Agreement for Suggs Attaway Road. Ms. Snowden stated due to the project coming in under budget, FDOT has sent a contract amendment to retrieve the excess funds and reduce the budget by \$82,497.00. Ms. Snowden stated the revised grant amount is \$223,974.00.

RESOLUTION NO. 2017-27

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 OUTREACH PROGRAM AGREEMENT"

WHEREAS, Calhoun County, Florida, and the Florida Department of Transportation entered into a Small County Outreach Program Agreement, whereby the Department agreed to provide financial assistance directly related to the resurfacing of Suggs Attaway Road.

WHEREAS, the State of Florida, Department of Transportation and the County mutually agree to amend the Agreement by **reducing** the Department’s maximum participation of \$306,471 by \$82,497 which brings the amended maximum Department Participation to \$223,974 (Two Hundred Twenty-Three Thousand Nine Hundred Seventy-Four Dollars).

WHEREAS, the “First Amendment to the State of Florida, Department of Transportation, Small County Outreach 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 Outreach 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 Outreach Program Agreement” attached hereto as EXHIBIT “A”.

DULY PASSED AND ADOPTED by the Board of County Commissioners of Calhoun County, Florida, this **10th** day of **October, 2017**.

- ❖ Commissioner Bailey made a motion to approve Resolution 2017-27 and the amendment for SCOP Suggs Attaway Road. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden stated this afternoon she received an amendment from FDOT on the CIGP (County Incentive Grant Program) John F. Bailey Road project to increase the funding amount by \$128,148.00. The project was tabled at the last regular Board meeting due to the project bids coming in over budget. Ms. Snowden stated even with the additional funds the bids would still be over budget. Mr. Ford provided the Board with a handout regarding the project, and stated with the additional funds the project is still \$86,158.00 over budget. Mr. Ford stated they have identified some potential cost savings that have been highlighted on the handout. Mr. Ford recommended omitting the thermoplastic striping and reducing some mitered end sections on side drains, which are not critical to the scope of the project. Mr. Ford recommended awarding the project to the low bidder, C.W. Roberts Contracting, Inc., contingent upon the company agreeing to the reduced scope of work and would complete the project with the available budget. Mr. Ford stated he has drafted a change order to present tonight if the Board votes to award the project to C.W. Roberts Contracting, Inc. Chairman Wise stated usually when bids come in over budget the project is re-advertised, which is what he would like to see done so the integrity of the project is not compromised. Commissioner McDougald stated if the project is re-bid all the other contractors know what each other company bid previously and there were good quantity prices on asphalt in the last bids. There was further discussion about re-bidding the project.

- ❖ Chairman Wise made a motion to re-advertise the CIGP John F. Bailey Road project. Commissioner Bailey seconded the motion. The motion passed 4-1. Commissioner McDougald opposed.

Ms. Snowden stated they would have the project re-advertised and have bids ready to be opened at the November 14 regular Board meeting. Ms. Snowden asked the Board if they would like to move forward with the amendment to increase the budget for the project by \$128,148.00, or wait to see the new bids at the November 14 meeting. Mr. Ford suggested the Board approve the amendment.

- ❖ Commissioner Bailey made a motion to approve the amendment to the CIGP John F. Bailey Road project for an increase of \$128,148.00. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden presented Resolution 2017-29 allowing the Chairman to enter into and execute the first amendment to the CIGP John F. Bailey Road project.

RESOLUTION NO. 2017-29

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 COUNTY INCENTIVE GRANT PROGRAM AGREEMENT"

WHEREAS, Calhoun County, Florida, and the Florida Department of Transportation entered into a County Incentive Grant Program Agreement whereby the Department agreed to provide financial assistance directly related to the paving of Willard Smith/John F. Bailey Road from State Road 20 to State Road 71.

WHEREAS, the State of Florida, Department of Transportation and the County mutually agree to amend the Agreement by **increasing** the Department's maximum participation by \$128,148 which brings the amended maximum Department Participation to \$1,048,883 (One Million Forty-Eight Thousand Eight Hundred and Eighty-Three Dollars).

WHEREAS, the "First Amendment to the State of Florida, Department of Transportation, County Incentive Grant 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, County Incentive Grant 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, County Incentive Grant Program Agreement" attached hereto as EXHIBIT "A".

DULY PASSED AND ADOPTED by the Board of County Commissioners of Calhoun County, Florida, this **10th** day of **October, 2017**.

- ❖ Commissioner Jones made a motion to approve Resolution 2017-29. Chairman Wise seconded the motion. The motion passed unanimously 5-0.

NATE MCKINLEY, GORTEMOLLAR ENGINEERING, INC.

Mr. McKinley stated he represents Gortemollar Engineering, Inc. from Panama City Beach, FL, and had initially expected Ms. Snowden to discuss the CEI ranking results for the CIGP John F. Bailey Road project and the SCOP Suggs Attaway Road project. Ms. Snowden stated she did not receive all the official ranking sheets for the projects, so she was unable to discuss the results at tonight's meeting. Ms. Snowden stated she would present the results at the next Board meeting to be formally awarded. Mr. McKinley stated he wanted to thank the County for accepting Gortemollar Engineering, Inc. proposals for the two (2) projects, and stated they look forward to working with the County on future projects and hope to be able to support the County in any way they can.

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

Mr. Ford stated he is moving forward with completing the sidewalk design for River Street, and is moving forward with putting together an application for the City of Blountstown to submit to FDOT in December for funding for the project. Mr. Ford stated the project would be through the City, but the County would have some involvement in the project.

Mr. Ford stated bids for Sam Duncan Road had to be opened earlier today so the bids could be reviewed and bid documents prepared for approval at tonight's Board meeting. Mr. Ford stated there are time constraints with FEMA on the project, and it has to be completed by November 6. Mr. Ford stated there were four (4) bidders on the project, and provided the Board with a bid tabulation sheet. Mr. Ford stated the bids were within the available construction amount, and Roberts & Roberts, Inc. was the low bidder on the project in the amount of \$45,379.02.

- ❖ Commissioner McDougald made a motion to accept the low bid from Roberts & Roberts, Inc. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

Mr. Ford stated the improvements to the Catalyst Site water tank have been completed, and water has been turned back on today. Mr. Ford stated the pay request was received this afternoon, and would be reviewed and turned into the Clerk's office.

ATTORNEY TIME

Attorney Fuqua stated the Board may want to consider seeking a design bid for the jail kitchen project. Attorney Fuqua stated this would possibly speed up the process, and the company who is the successful bidder would design and build the kitchen within the budget of \$145,000. Attorney Fuqua stated he has consulted with Sheriff Kimbrel about this option, and he is okay with this option.

- ❖ Commissioner Hall made a motion for Attorney Fuqua, Sheriff Kimbrel and Commissioner Bailey to explore design build for the new jail kitchen. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

COMMISSIONER TIME

COMMISSIONER MCDOUGALD

Nothing to report.

COMMISSIONER JONES

Commissioner Jones stated he would like the County to look into County animal control in the future. Commissioner Jones stated the County has no way to take care of stray animals, and the City cannot go out into the County to take care of the problem. Commissioner McDougald stated this would be an expensive endeavor, and funding would have to be found in order to have County animal control. Ms.

Carrie Baker stated she lives near the City pound, which is noisy and odorous, and suggested the County join with the City and move the pound outside the city limits and away from residential areas, and share the cost of the program.

COMMISSIONER BAILEY

Commissioner Bailey stated during Hurricane Irma a tree fell on Ms. Rosa Page's home, causing substantial damage to her roof and displacing her from her home. Commissioner Bailey stated he had Mr. Barry Fant cut the tree out of the house, and he and Commissioner Jones placed a tarp on the roof to keep further damage from the home. Ms. Snowden stated she spoke with Mr. Michael Chaney with the Local Housing Initiative in Tallahassee, who has advised her the Board has the discretion to declare her home as an emergency repair since she has received SHIP assistance before on her home. Ms. Snowden stated this is not something that has to be changed in the County's LHAP (Local Housing Assistance Plan), but would be a one-time situation because of the damage due to a declared disaster.

- ❖ Commissioner Jones made a motion to declare the home as an emergency repair because of the declared disaster of Hurricane Irma, and allow Ms. Parks to receive SHIP assistance for a second time on her home. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden stated she will advertise the project, and have bids scheduled to be opened at the November 14 regular Board meeting in order to meet the two (2) week advertising period.

COMMISSIONER HALL

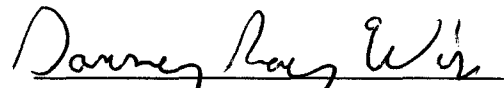
Nothing to report.

CHAIRMAN WISE

Chairman Wise asked Ms. Snowden if Mr. Buddy Kyle, who had an emergency roof repair recently, could have his ceiling in his home fixed with SHIP funds. Chairman Wise stated Mr. Kyle's ceiling is collapsing due to the water damage to his home. Ms. Snowden stated she would like to do further research, but believes partial funds can be used to repair mobile homes. Ms. Snowden stated she does not know specifics, or how old the mobile home can be, but she will do more research and the issue could be discussed in future LHAP committees. Ms. Snowden stated the current LHAP covers the new SHIP funding that will be received, but a committee could be formed by the Board to address the LHAP and change some of the rules. Ms. Snowden stated the administrative rules of the County could also be addressed, and may could be amended if the Board forms a committee to address the LHAP. Ms. Snowden stated she would like to do further research and bring more information to the Board at the next regular Board meeting. There was further discussion about Mr. Kyle's ceiling repair.

- ❖ Chairman Wise made a motion to perform a one-time emergency repair on Mr. Kyle's roof, contingent upon approval from SHIP and in compliance with the LHAP. Commissioner Bailey seconded the motion. There was further discussion about the repair of the roof and the SHIP program. The motion passed unanimously 5-0.

There being no further business, the meeting adjourned at 8:07 p.m., CT.


DANNY RAY WISE, CHAIRMAN

ATTEST:


CARLA A. HAND, CLERK

**RESOLUTION OF CALHOUN COUNTY, FLORIDA
RESOLUTION NO. 2017-27**

**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 OUTREACH
PROGRAM AGREEMENT"**

WHEREAS, Calhoun County, Florida, and the Florida Department of Transportation entered into a Small County Outreach Program Agreement, whereby the Department agreed to provide financial assistance directly related to the resurfacing of Suggs Attaway Road.

WHEREAS, the State of Florida, Department of Transportation and the County mutually agree to amend the Agreement by **reducing** the Department's maximum participation of \$306,471 by \$82,497 which brings the amended maximum Department Participation to \$223,974 (Two Hundred Twenty-Three Thousand Nine Hundred Seventy-Four Dollars).

WHEREAS, the "First Amendment to the State of Florida, Department of Transportation, Small County Outreach 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 Outreach 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 Outreach Program Agreement" attached hereto as EXHIBIT "A".

DULY PASSED AND ADOPTED by the Board of County Commissioners of Calhoun County, Florida, this 10th day of October, 2017.

**CALHOUN COUNTY
BOARD OF COMMISSIONERS**

ATTEST:



Danny Ray Wise Chairman, BCC



Carla Hand, Clerk BCC

**CALHOUN COUNTY VALUE ADJUSTMENT BOARD
RESOLUTION 2017 – 26**

WHEREAS, Florida Statutes, Section 194.013 allows the Value Adjustment Board to adopt a Resolution imposing a filing fee on each separate parcel of property covered by a Value Adjustment Board Petition; and,

WHEREAS, previous Value Adjustment Boards have determined it is in the public's best interest and welfare to impose a filing fee in order to defray the costs of administration and operation of the Value Adjustment process and whereas this Value Adjustment Board has determined the same.

**NOW, THEREFORE, BE IT RESOLVED BY THE 2017 CALHOUN COUNTY
VALUE ADJUSTMENT BOARD THAT:**

1. There is hereby authorized, established, imposed, confirmed, and assessed a filing fee upon each separate parcel of property covered by Petitions filed pursuant to Florida Statutes, Section 194.011. Said "filing fee" as provided herein shall be imposed by the Clerk of the Value Adjustment Board on future year Petitions unless specifically repealed or modified by the Value Adjustment Board.
2. The amount of such filing fee is hereby established in an amount of \$15.00 per each separate, non-contiguous parcel of property, real or personal, covered by a Petition filed pursuant to Florida Statutes, Section 194.011 and subject to appeal. An owner of contiguous, undeveloped parcels may file with the Value Adjustment Board a single joint petition if the property appraiser determines such parcels are substantially similar in nature. An owner of multiple tangible personal property accounts may file with the Value Adjustment Board a single joint petition if the property appraiser determines such accounts are substantially similar in nature. For joint petitions, a filing fee in the amount of \$15.00 for the petition, plus a fee of \$5.00 for each parcel of real property or tangible property account included in the petition will be imposed. No such filing fee will be required by a taxpayer who demonstrates at the time of filing, by an appropriate certificate or other documentation issued by the Department of Children and Family Services and submitted with the petition, that they are receiving assistance under Florida Statutes, Chapter 414. Except as provided for under Florida Statutes, 193.155(8) (j) and 196.011 (8), no filing fee will be required with respect to an appeal from: (i) disapproval of homestead exemption under Florida Statutes, Section 196.151 or (ii) disapproval of tax deferral under Florida Statutes, Section 197.2425.
3. If the petitioner does not file with a single joint petition of multiple parcels or accounts a determination by the property appraiser as to the substantial similarity of the parcels or accounts then the Clerk shall collect the filing fee as if the petition was a single joint petition and send a copy of the petition to the Property Appraiser notating that no determination was attached and giving the Property Appraiser five (5) days to object to the same. If the Property Appraiser does not object to the petition, then the petition shall proceed forward as a single joint petition. If the Property Appraiser objects to the petition then a hearing shall be set to determine the substantial similarity of the parcels or

accounts and whether the petition can continue forward as a single joint petition or not. If the Board determines the parcels or accounts are substantially similar under the statutory criteria, then the petition shall proceed forward as a single joint petition. If the Board determines the parcels or accounts are not substantially similar under the statutory criteria, then unless the petitioner designates otherwise, the Clerk will allocate the fees paid beginning with the lowest numbered parcel or account. All parcels or accounts for which the fees are paid in full shall then proceed, all others for which the full filing fee shall not be paid, shall be considered an incomplete petition and the petitioner shall have ten (10) days to pay the filing fee.

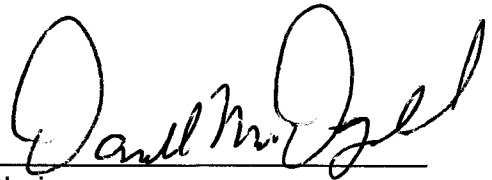
4. Said filing fees instituted and imposed hereby shall be paid to the Clerk of the Value Adjustment Board at the time of filing.
5. Failure to pay said fees will result in the Petition being incomplete.
6. The collection, failure to pay, allocation, refund, and waiver of the filing fees shall be as governed by Florida Statutes, Section 194.013.
7. It is the intent of this Resolution to adopt and incorporate the provisions of Florida Statutes, and such provisions are controlling as to any inconsistent provisions hereof.

DULY ADOPTED this 28th day of September 2017, by the 2017 Calhoun County Value Adjustment Board.

ATTEST:



Carla A. Hand
Clerk, 2017 Calhoun County
Value Adjustment Board



Chairman
2017 Calhoun County
Value Adjustment Board

**RESOLUTION OF CALHOUN COUNTY, FLORIDA
RESOLUTION NO. 2017-29**

**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 COUNTY INCENTIVE GRANT
PROGRAM AGREEMENT"**

WHEREAS, Calhoun County, Florida, and the Florida Department of Transportation entered into a County Incentive Grant Program Agreement whereby the Department agreed to provide financial assistance directly related to the paving of Willard Smith/John F. Bailey Road from State Road 20 to State Road 71.

WHEREAS, the State of Florida, Department of Transportation and the County mutually agree to amend the Agreement by **increasing** the Department's maximum participation by \$128,148 which brings the amended maximum Department Participation to \$1,048,883 (One Million Forty-Eight Thousand Eight Hundred and Eighty-Three Dollars).

WHEREAS, the "First Amendment to the State of Florida, Department of Transportation, County Incentive Grant 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, County Incentive Grant 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, County Incentive Grant Program Agreement" attached hereto as EXHIBIT "A".

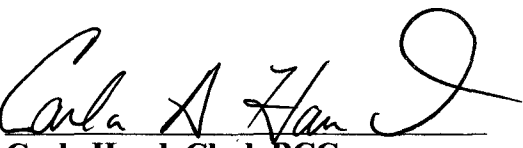
DULY PASSED AND ADOPTED by the Board of County Commissioners of Calhoun County, Florida, this 10th day of October, 2017.

**CALHOUN COUNTY
BOARD OF COMMISSIONERS**

ATTEST:



Danny Ray Wise Chairman, BCC



Carla Hand, Clerk BCC