

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING MINUTES
FEBRUARY 27, 2018**

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 6:00 P.M.; CT. Commissioner McDougald 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 February 13, 2018 Workshop Minutes, and the February 13, 2018 Regular Meeting Minutes; vouchers for warrants: accounts payable warrants – 1802-2UT, 1802-2E, 1802-2RD, 1802-2L, 1802-2G, 1802-2S and payroll warrants – none) was made by Commissioner Jones and seconded by Commissioner Hall. The motion passed unanimously 5-0.

PUBLIC HEARING – LOCAL BIDDER PREFERENCE ORDINANCE

Attorney Fuqua read the proposed Ordinance by title:

**CALHOUN COUNTY
ORDINANCE NO. 2018-04**

AN ORDINANCE ADOPTING PURCHASING PROCEDURES FOR CALHOUN COUNTY, TO PROVIDE FOR LOCAL BIDDER PREFERENCE; PROVIDING FOR REPEALER AND SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners for Calhoun County, Florida, expressly finds, as a matter of fact in policy, that the providing of a preference for local bidders will enhance local employment, increase the local tax base and generally enhance the economy of Calhoun County;

NOW, THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Calhoun County, Florida, that:

Section 1. Local Bidder Preference:

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The basis of an award of a bid contract for goods or services, if let, will be to the best bidder, as determined by the Board of County Commissioners, and subject to the provisions in the County Procurement Policy . In keeping with the County's policy of considering all appropriate contributing factors, including, but not limited to, prior history of supplying of goods and services to the County, residence and place of business of the contractor, subcontractor, and suppliers, the County reserves the right to award any bid to other than the lowest bidder at the County's discretion on those items and services (other than road construction and other items and services which are required by law to be awarded to the lowest bidder) as to which bids are awarded by the Board of County Commissioners or by County staff, as follows. As to bids awarded or to be awarded under county ordinance by the Board itself or staff, the bid of a resident of Calhoun County, Florida **MAY**(in the sole discretion of the Board) be granted a five percent (5%) preference over bids submitted by any non-resident, provided that in awarding the bid, the local bidder shall be required to match the low bidder's bid amount. A resident shall mean an individual or corporation whose primary residence or place of business is within Calhoun County, Florida, a partnership whose principals are all residents of Calhoun County, Florida, or another business entity whose principal place of business is within Calhoun County, Florida, or which maintains a full time business office open to the public (and having at least one full-time employee) within Calhoun County, Florida.

The preference may be awarded in the disposition of County surplus property as well as the purchase of good or services.

Section 2. Repealer:

All prior ordinances or portions of ordinances enforced at the time this amendment becomes effective which are in conflict with the provisions of this ordinance, shall be deemed to have been repealed and are repealed to the extent of any such conflict, otherwise to remain in full force and effect). In particular this ordinance shall replace ordinance number 2000-01.

Section 3. Severability:

If any section, subsection, paragraph, sentence, clause, phrase or portion of this ordinance is held, for any reason, to be invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion of this ordinance.

Section 4. Effective date.

This ordinance shall take effect upon its passage by a majority vote of the Board of County Commissioners in and for Calhoun County, Florida, after due notice and publication, in the regular meeting on the 27th day of February, 2018.

Chairman Wise called for public comment on Ordinance 2018-04. There was no public comment.

- ❖ Commissioner Bailey made a motion to approve Ordinance 2018-04. Commissioner Hall seconded the motion. Commissioner McDougald asked to which bids this ordinance would apply. Attorney Fuqua stated the ordinance would apply to all bids received except the ones local bidder

preference could not be applied to, such as bids involving Federal funding. The motion passed unanimously 5-0.

PAM SKINNER, HUMAN RESOURCES

Ms. Skinner stated in a past meeting the Board voted for a mandatory post-accident blood test instead of a urinalysis on anyone driving a County insured vehicle involved in an accident. Ms. Skinner stated since this time there has been an employee sent for a post-accident blood test, and she received a call from the lab at the hospital explaining blood testing has different procedures that have to be followed. Ms. Skinner stated she was told a blood test must be ordered by a physician, the blood test results take longer to receive than urinalysis test results, drugs do not stay in the blood as long as in urine, and there is no chain of custody in place with the lab for blood tests. Ms. Skinner stated the policy currently has a chain of custody in place with the lab regarding urinalysis. Ms. Skinner stated she has corresponded with the labor attorney who agrees, and suggested the Board vote to conduct urinalysis drug testing again instead of blood testing.

- ❖ Commissioner McDougald made a motion to change the Board policy to require post-accident urinalysis drug testing. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Ms. Skinner stated the Board received in their agenda packet a handout of the Krizner Audit documents received in October or November. Ms. Skinner stated these pages contain suggested wording from the labor attorney for addition to the personnel policy, but have not been approved by the Board to be inserted.

- ❖ Commissioner McDougald made a motion to approve for the suggested wording be included in the Personnel Policy. Commissioner Bailey seconded the motion. Commissioner Bailey stated some of the language in the additions has already been addressed partially in the Personnel Policy. Ms. Skinner stated the suggested language expounds on items already included in the Personnel Policy, and would be inserted into the area of the policy where they belong. The motion passed unanimously 5-0.

Ms. Skinner stated a leave request form was included in the agenda packets for Board review. Ms. Skinner stated she came up with a general leave request form that would cover all departments because all the departments were using different leave forms.

- ❖ Commissioner McDougald made a motion to approve the leave request form. Commissioner Bailey seconded the motion. Commissioner Bailey asked if there is a form already in the policy that would be taken out and this new form inserted for everyone to use. Ms. Skinner stated there is not a form in the policy currently, and she would send the new form to all the departments for future use. The motion passed unanimously 5-0.

PAUL HAFTEL, FAMILY HERITAGE – SUPPLEMENTAL INSURANCE

Mr. Haftel stated he works with Family Heritage, a supplemental insurance provider, whose goal is to provide funding directly to families to help pay bills outside of their medical bills when they are unable to work due to illness or injuries. Mr. Haftel stated Clerk Hand informed him the County already has a supplemental insurance provider through Aflac, and that he would need Board approval in order to solicit employees. Mr. Haftel stated he would like to set up official times to meet with each department to discuss the supplemental insurance provided by Family Heritage. Mr. Haftel stated they are not

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requesting payroll deductions for this insurance. Mr. Haftel stated if coverage through Family Heritage is not used, the insured gets a full refund of the premium paid. (Did not provide the details of the refund.) Mr. Haftel stated this is one reason this company has been so successful. Commissioner McDougald asked if Aflac is through the County or an individual policy that can be purchased. Clerk Hand stated employees select the supplemental Aflac policies during open enrollment and premiums are payroll deducted. Clerk Hand stated the reason more than one (1) supplemental insurance provider does not need to be payroll deducted is because of the time involved in reconciling each monthly billing to the accounting records. Commissioner Jones stated he has Aflac and has went years without using it, but would like to know more about Family Heritage insurance so he could get his money back if the insurance is not used. Commissioner Jones stated he does not see a problem with Mr. Haftel speaking with the County employees, and he would like to speak with him. Commissioner McDougald asked how much time it would take Mr. Haftel to speak with each department. Mr. Haftel stated it depends on the size of the County. Mr. Haftel stated he would be sure to schedule with each department when it is convenient for them and would not want to disrupt anyone's schedule or work. There was further discussion about speaking with the different departments. There was a consensus from the Board to allow Mr. Haftel to speak with the County departments. Mr. Haftel stated he would make contact with the departments and set up a time to discuss the supplemental insurance. Mr. Haftel provided the Board with a handout regarding Family Heritage supplemental insurance.

NORTHWEST RAO BOUNDARY CHANGE

Clerk Hand stated the Commissioners received in their agenda packets a Memorandum of Agreement from the State of Florida Department of Economic Opportunity. Clerk Hand stated the agreement would expire in 2020, and the purpose is to document the terms and conditions of the implementation of the Rural Area of Opportunity (RAO) formerly known as the Rural Area of Critical Economic Concern. Clerk Hand stated there are certain things within the agreement the County must comply with, and requires the Chairman's signature and signature by the Department of Economic Opportunity. Clerk Hand stated there is also contact information needed; one contact is required to be an elected official and one contact is required from a nonprofit agency. Attorney Fuqua stated this agreement has already been adopted in Washington County.

- ❖ Commissioner Bailey made a motion to approve the Chairman to sign the Memorandum of Agreement. Commissioner Jones seconded the motion. Commissioner McDougald asked who would be selected for the additional contact information needed. Clerk Hand stated one of the Board members would need to be listed as the elected official contact, and someone from a nonprofit organization would need to be listed as the other contact. Commissioner McDougald stated he would not mind being the elected official contact, and has spoken with Ms. Kristy Terry with the Chamber of Commerce who has stated she would be the other contact. The motion passed unanimously 5-0.

- ❖ Commissioner Bailey made a motion to appoint Commissioner McDougald as the elected official contact and Ms. Kristy Terry as the nonprofit organization contact. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

INTERLOCAL AGREEMENT – FIRE PROTECTION

Commissioner Bailey stated an Interlocal agreement for fire protection was included in the agenda packets. Commissioner Bailey stated the new (AFG) Assistance to Firefighters grant program requires the County have an Interlocal agreement for fire protection with the volunteer fire departments.

- ❖ Commissioner Bailey made a motion to enter into an Interlocal agreement with any of the volunteer fire departments (excluding the City of Blountstown and Town of Altha) who would like to be included. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.

SANDY KELLY, SHIP

Ms. Kelly presented the Board with a SHIP change order for \$500 for Ms. Janice Baker (Williams) to substitute laminate flooring for carpet in her home. Ms. Kelly stated Ms. Baker has agreed to sign a hold harmless agreement drafted by Attorney Fuqua.

- ❖ Commissioner McDougald made a motion to approve the change order. Commissioner Bailey seconded the motion. Chairman Wise asked if the concrete sealant is included in the change order amount. Ms. Kelly indicated an affirmative. The motion passed unanimously 5-0.

Ms. Kelly presented the Board with a SHIP change order (addition) for \$1,700 for Ms. Ella Mae Peterson. Ms. Kelly stated Ms. Peterson is unable to maneuver herself into the tub that was installed, and would need a shower installed instead. Commissioner Jones asked if this amount is within the budget for the home. Ms. Kelly indicated an affirmative.

- ❖ Commissioner Jones made a motion to approve the change order (addition). Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

ADAM JOHNSON, INTERIM EMERGENCY MANAGEMENT DIRECTOR – HLMP SCORES AND RECOMMENDATION

Mr. Johnson stated this morning he received the State's recommendations on the fourteen (14) applications that were submitted for the HLMP (Hurricane Loss Mitigation Program). Mr. Johnson stated to come within budget the State recommended dropping the two (2) applications with the lowest scores. Mr. Johnson stated there is another application with potential mold issues, and Attorney Fuqua drafted a letter to the homeowner advising them HLMP funds do not cover mold remediation; in order for the home to be worked on the owner would need to address the possibility of mold first. Mr. Johnson stated a disclosure would be made for the rest of the applicants moving forward stating if any mold is found in the construction process, the crews would have to stop operations until the mold is mediated. Mr. Johnson asked what the Board's recommendation would be moving forward with the program. Mr. Johnson stated a special meeting could be held to further discuss the projects if the Board needs more time to look over the information. Mr. Johnson stated there are several options to get within the grant budget. Mr. Johnson stated by dropping the two (2) homes suggested by the State the budget could be achieved, or the County could break it up and advertise for half of the applications now and the other half later. Commissioner McDougald asked about the application process. Mr. Johnson stated the applications were first come first serve, and then the applications were sent to the State who completed a cost-benefit analysis to rank the applications. Commissioner McDougald stated the ranking system sounds fair, and accepting their recommendation seems best. Commissioner Bailey stated since the information was just received today he would like the applications to be advertised next week and for the Board to hold a special meeting on Thursday, March 8 at 5:00 pm to discuss the program and applications. Chairman Wise asked if Commissioner Bailey was suggesting dropping the two (2) lowest

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scored applications and advertising the rest. Commissioner Bailey indicated an affirmative. Ms. Bobbi Jo Chambers stated they would really like to wait to drop the two (2) applications because if the applicant with the potential mold issue chooses not to go forward with a mold inspection or if the inspection does reveal mold, the application could be dropped allowing the other two (2) applications to be advertised for bid. There was further discussion about advertising. Ms. Chambers stated they would like to advertise for half the applications in next week's paper that do not include the two (2) applications suggested to be dropped and the application with possible mold so further information could be gathered before a decision is made to drop the two (2) lowest scored applications.

- ❖ Commissioner Bailey made a motion to advertise half the applications in next week's paper. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

Chairman Wise called a special Board meeting on Thursday, March 8 at 5:00 to discuss the HLMP program.

JACK HUSBAND, SOUTHEASTERN CONSULTING ENGINEERS, INC. – SCOP SUGGS ATTAWAY ROAD

Mr. Husband stated FDOT has approved a change order for increased time only, declining to provide further funding to cover the asphalt patch needed on the road. Mr. Husband asked the Board if they would prefer for the contractor to complete the work or for the County to self-perform the work. Mr. Husband stated it would be cheaper and easier administration wise for the County to complete the work than to pay the contractor. There was further discussion about the asphalt patch. Commissioner Jones stated the engineers missed the call on the issue that has been created on the road. Commissioner Jones stated the issue had to have been missed through the process. Commissioner Hall stated the issue was not found until the dump trucks started hauling materials on the road; the issue was not known until the road started cracking after the loaded dump trucks started traveling the road. Commissioner McDougald asked if there would be more engineering costs due to the issue that has been found on the road. Mr. Husband stated there would not. Mr. Justin Ford stated he did not want the Board to blame anything on Mr. Husband. Mr. Ford stated they built the road the way Dewberry Engineers designed it to be built. Mr. Ford stated they did not anticipate any issues under the road because it has held up for many years, and the road was cored before construction began to be sure there was enough rock. Mr. Ford stated when the road was prepped some bad material was found, but was not terrible and it was thought it would hold up and heal after placing additional rock. Mr. Ford stated this was truly an unforeseen condition, not found until the loaded dump trucks drove over the area. Mr. Ford stated if the Board wanted to blame someone, they should blame him, but he does not believe he could have done anything different as an engineer. Mr. Ford stated he does not believe anyone has done anything wrong, and feels this is an issue that was discovered through the construction process. Mr. Husband stated he agrees with Mr. Ford that the issue was truly an unforeseen condition. Mr. Husband stated when a twenty (20) ton dump truck drove over this area of road that has never had this kind of weight on it before the issue was then found. There was further discussion about the road and funding. Ms. Snowden stated if the Board chooses the County to self-perform the work, she would need to submit an amendment to FDOT stating the County would perform the work and would not request reimbursement from FDOT of any of the work relating to the asphalt patch. Ms. Snowden stated hopefully by the next Board meeting the amendment would be received from FDOT for signature. Ms. Snowden stated there was also a pipe included in the first change order to FDOT, and asked the Board how they would like to proceed. Ms. Snowden stated there has been some discussion about whether the pipe is necessary. Mr. Husband stated the pipe was not originally in the plans, so they made sure the water would flow

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without a pipe in the construction process. Mr. Husband stated he has visited the road during a rain event, and did not witness any standing water on the road. Mr. Husband stated in his opinion the pipe is not needed. Mr. Ford stated the pipe was intentionally not included in the design because the residents who live there asked them to lower the road by a foot. Mr. Ford stated there was no room for a pipe after lowering the road, and after evaluation it was determined a pipe would not be needed after the road was lowered. Mr. Ford stated he stands by the decision to remove the pipe from the road. Commissioner McDougald asked Commissioner Hall how he felt about the pipe. Commissioner Hall stated he has not visited the road when it was raining, but knows one of the property owners requested the pipe. Commissioner Bailey stated the pipe would cost the County \$9,000. Mr. Ford stated if the Board decided to install the pipe to pacify the landowner, a hole would have to be dug in the edge of his property for the water to drain to, otherwise there is nowhere to invert the pipe. Mr. Ford stated it would be his recommendation for the Board to vote against the placement of a pipe. There was further discussion about the pipe.

- ❖ Commissioner Bailey made a motion for the County to perform the sub base work for the patch, but for the contractor to pour the asphalt. Mr. Husband stated there is some tonnage left from the first lift of asphalt he believes should be enough for the patch. Commissioner McDougald asked if there would be some left over from the second lift of asphalt. Mr. Husband stated there should be enough for the second lift as well. There was further discussion about the amendment to FDOT. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.

Mr. Husband stated he would coordinate with Ms. Snowden and Mr. Edenfield to finalize the details of the project.

JOHN MORGAN DAVIS, IDA BOARD CHAIRMAN

Mr. Davis stated additional information on the new fuel purchase program for the airport has not been received yet. Mr. Davis stated he did find out the system would not allow the purchase of fuel from the military, but there might be a way to work around this issue. Mr. Davis stated he is waiting on further information and would report to the Board when he knows more.

Mr. Davis stated the airport has completed the items needed by the FAA (Federal Aviation Administration) in order to receive funding for the North Taxiway Extension project. Mr. Davis stated the FAA is requiring the IDA Board sign a letter (County Letterhead) agreeing to their terms, and he hopes to have the letter sent this week so funding could be received soon. Mr. Davis stated hopefully within the next month the bid could be advertised.

Mr. Davis stated there continues to be an issue with a deceased hangar renter. Mr. Davis stated there have been two (2) returned checks, and they have been trying to straighten out the account with the deceased renter's daughter. Mr. Davis stated they have not had much luck, and may need to get Attorney Fuqua involved. There was further discussion about the hangar leases. Mr. Davis stated the deceased individual rented four (4) hangars, two (2) of which he subleased. Mr. Davis stated the individuals subleasing the two (2) hangars would like to take over the hangars. Attorney Fuqua stated the airport could sign the leases over to them as long as they were not paying the deceased renter more than the original rent required by the airport.

JAKE MATHIS, DAVID MELVIN ENGINEERING – SCOP COUNTY ROAD 392

Mr. Mathis provided the Board with a handout and stated work has started on the SCOP County Road 392 project within the last two (2) weeks. Mr. Mathis stated about 75% of the lime rock for widening has been completed, and the contractor intends to start paving the structural course on Thursday and continue through Saturday to complete the structural course. Mr. Mathis stated the contractor would be working on the drainage next, and then place the final lift of asphalt. Mr. Mathis stated there are a couple problem areas, but they have plans to work through these problems. Mr. Mathis stated for the most part the project is moving smoothly. Commissioner Bailey asked if Mr. Mathis would like to discuss the problem areas. Mr. Mathis stated there is a section of about 200 to 300 feet that has some settlement and pumping issues, but they are going through a process to decide what to do in the area. Mr. Mathis stated until further information is known he does not want to go into too much detail.

Mr. Mathis stated he would provide the Board with the final completion documents for the SCRAP River Street project and would present them at the first meeting in March.

CHELSEA SNOWDEN, PROJECTS AND GRANTS COORDINATOR

Ms. Snowden stated she found out there are available funds remaining from the 2006-2007, 2007-2008, and 2009-2010 EMS grants totaling \$3,743.93. Ms. Snowden stated she spoke to the grant manager today who said the process of adding the funds over into the new grant agreement is simply an email stating the agreement numbers and amounts, and having them allocated into the new grant. Ms. Snowden stated these funds would make the grant total \$6,219.97.

- ❖ Commissioner Bailey made a motion to move the funds over to the current grant cycle. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden stated at the last meeting the CDBG (Community Development Block Grant) contract was awarded to Roberts and Roberts, Inc. Ms. Snowden stated Mr. Ford recommended an award of \$658,398.50, but the motion made was only for the base bid amount not the full amount. Ms. Snowden stated she would need a motion for the full grant amount of \$658,398.50.

- ❖ Commissioner McDougald made a motion to award the CDBG contract to Roberts and Roberts, Inc. in the amount of \$658,398.50. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden stated proposals for CEI services were accepted at the August 22, 2017 Board meeting for the LAP (Local Agency Program) Chipola Road Sidewalk project, and the number one ranked firm on the project was Panhandle Engineering, Inc. Ms. Snowden stated in reviewing the minutes it appears the Board never officially recommended the firm for award of the project.

- ❖ Commissioner McDougald made a motion to recommend award of CEI services for the LAP Chipola Road Sidewalk project to Panhandle Engineering, Inc. Commissioner Bailey seconded the motion. Attorney Fuqua asked if the motion needed to be retroacted back to the original date. Ms. Snowden stated the contract was not actually executed until this year but an addendum could be drafted if needed. Attorney Fuqua stated the motion could be made subject to the appropriate date as required by the contract documents. Commissioner McDougald stated he would add this language to his motion. The motion passed unanimously 5-0.

Ms. Snowden stated she reached out to the DEP (Department of Environmental Protection) on the FRDAP (Florida Recreation Development Assistance Program) application cycle, and was told they are anticipating moving forward with the program and opening applications in September or October. Ms. Snowden stated she would be monitoring the dates closely and would be ready to present the grant to the Commission when the application period opened.

Ms. Snowden stated at the last Board meeting the Solid Waste Grant schedules were discussed regarding the waste tire disposal and dumpster placement in each district. Ms. Snowden asked if the Board has any further ideas on when they would like to see these items scheduled. Ms. Snowden stated a quote was received from Waste Pro on the dumpsters. Ms. Snowden stated that for the 20-yard dumpsters the cost would be \$485.53, which would total \$2,427.65 for five (5) dumpsters. Ms. Snowden stated that for the 30-yard dumpsters the cost would be \$528.56, which would total \$2,642.80 for five (5) dumpsters. Ms. Snowden stated there is only \$2,600 in the line item for the dumpsters, so if the Board would choose to move forward with the 30 yard dumpster the extra funds needed would come out of the non-grant portion of the fund. Ms. Snowden stated Mr. Harry Cumbaa has been providing the waste tire service for the Road Department at \$150 per ton, with a minimum of ten (10) tons. Ms. Snowden stated typically about fourteen (14) to fifteen (15) tons would fit on a trailer. Ms. Snowden stated there is \$2,600 for the waste tire line item of the grant as well. Ms. Snowden asked if the Board would like to offer these services to the public the same weekend as Amnesty Day on April 7, or if there is another date in mind. Chairman Wise stated the only problem he has with placing the dumpsters in each district on Amnesty Day is that hazardous materials are being accepted at the Recycling Center that day, and people may put their hazardous materials in the dumpsters in each district instead of bringing them to the Recycling Center. Ms. Snowden stated that in talking with Mr. Williams at Waste Pro about the dumpsters, the cost of hazardous material disposal is included in the cost of the dumpster because they anticipate people putting non-authorized materials in the dumpsters. Commissioner McDougald asked how long the dumpsters would be placed in each district. Ms. Snowden stated this is also something the Commissioners would need to designate. Ms. Snowden stated the proposal has been laid out for the dumpsters to be placed for a weekend, but if the Board wished for the dumpsters to be in place for a week she could discuss this with Mr. Williams to see if this would be an option. Commissioner McDougald stated there should be no additional charge for leaving the dumpsters for a week. There was further discussion about dumpster placement and waste tire disposal. There was Board consensus to use the 30-yard dumpsters, for the dumpsters to be placed in each district the Friday before Hazmat Day and left for a week if Mr. Williams indicates there would be no extra fee, and for the waste tires to be collected on Hazmat Day at the Recycling Center. Ms. Snowden asked each Commissioner to let her know within a week where they would like the dumpster placed in each of their districts. Ms. Snowden stated an advertisement would be placed in the County Record for these services.

Ms. Snowden stated there was a BOCC workshop prior to the last Board meeting concerning the SCRAP (Small County Road Assistance Program), SCOP (Small County Outreach Program), and CIGP (County Incentives Grant Program) FDOT programs. Ms. Snowden stated one application for each program is being allowed this year, and asked the Board which projects they would like to submit for this fiscal year. Commissioner McDougald asked if an advertisement could be placed in both local newspapers for the dumpster service and the waste tire service. Ms. Snowden stated she could, but she would need direction from the Board how to pay for the advertisements. There was Board consensus to pay for

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advertising out of the non-grant portion. Mr. Ford stated several roads were discussed at the workshop a couple weeks ago, and went over the roads briefly again for the Board. Mr. Ford stated they have prepared HMGP applications for two (2) of the roads discussed at the workshop, Jim Pickron Road and Bodiford Road, as well as Coy Lindsey and Clayton Shiver Road. Mr. Ford stated there is nothing wrong with submitting one or both of these roads for funding under the SCRAP or SCOP programs. Mr. Ford stated applications are due March 15, so the Board would need to provide some direction tonight on which roads they would like submitted. Commissioner McDougald stated there are two (2) roads that are in danger of cross drains caving in, and believes those two (2) roads should be a priority. Mr. Ford stated Jim Pickron Road and Bodiford Road both have areas where the pipe has begun to settle, creating dips in the roads. There was further discussion about the roads. Commissioner McDougald stated he still feels the two (2) roads with the safety and maintenance issues should be submitted this fiscal year. Commissioner Jones asked the location of these two roads. Mr. Ford stated Bodiford Road is beside Oglesby Plants in Altha and Jim Pickron Road is at the end of County Road 352. Chairman Wise stated he would like to see the West Blountstown package of roads to be submitted this year since they were denied funding last year.

- ❖ Commissioner McDougald made a motion to submit Jim Pickron Road, Bodiford Road, and the West Blountstown paving for applications for the FDOT programs. Commissioner Bailey seconded the motion. Commissioner Jones stated District 4 does not have a lot of roadwork, so there is not a lot of money that goes into the district. Commissioner Jones stated this is unfair, but he would like to see more rehabilitation money, such as the SHIP and HLMP programs, put into District 4. Commissioner Bailey stated the County should have enough money to pave Cooper Road in District 4 after November of this year. There was further discussion about funding and programs to pave roads. Ms. Carrie Baker expressed the need for roadwork in District 4, stating because the majority of the roads are not in the County they are overlooked because they are in the city limits. There was further discussion about funding. Ms. Snowden stated there is a municipal SCOP program with FDOT, but funding is limited and there are many more cities in Florida competing for the funding than counties. The motion passed unanimously 5-0.

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

Mr. Ford stated Alliance Road and Silas Green Road are currently being surveyed, and as soon as the surveys are received, the design process would begin.

Mr. Ford stated bids were opened at the last meeting for re-pointing the brick on the historic courthouse. Mr. Ford stated there is \$50,000 available in the grant to do 5,000 square feet of brick re-pointing. Mr. Ford stated there was only one responding bidder, Williams Industrial Marine, who is the same company that completed the first brick re-pointing work on the historic courthouse. Mr. Ford stated the company's price has increased since the first work they did, their bid was \$66,950 for 5,000 square feet. Mr. Ford stated for \$50,000 (grant funds available), the amount of square footage that could be completed is 3,734 square feet. Mr. Ford provided the Board with a handout including email correspondence with the company and their bid with a price breakdown. Mr. Ford stated he contacted the company to see if any negotiations could be made, but the company was only willing to do 3,800 square feet for \$50,000. Mr. Ford stated if the Board decided to accept the bid, he would recommend they make the motion to accept the bid contingent upon the approval of the funding agency to do less than 5,000 square feet since that is the amount of square feet written in the grant. Mr. Ford stated the

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Board could either re-bid the project or accept the negotiated price and move forward. Commissioner McDougald stated there was only one bidder this time. Mr. Ford stated he believes there was only one bidder when the first brick re-pointing was advertised as well. Attorney Fuqua stated he believes that is correct, and remembers the company did not complete the project on time. Attorney Fuqua stated there was a problem with the company getting the work completed before the grant closed out. Mr. Ford stated the company had a sub-contractor who had to finish a good portion of the work. Commissioner Bailey asked if that company was the same company that bid this time. Mr. Ford indicated an affirmative. Ms. Snowden stated there is approximately \$75,000 in the Old Courthouse Fund budget. Ms. Snowden stated some of the funds were spent on recent repairs, but the Board could possibly use some of those funds to complete the re-pointing project. Ms. Snowden stated she would have to inquire with the Division of Historical Resources first before the Board voted to use these funds. There was further discussion about the brick re-pointing project. Ms. Snowden stated the grant deadline is June 30.

- ❖ Commissioner Bailey made a motion to accept the bid contingent upon the funding agency's approval of the reduced square footage, and for Attorney Fuqua to draw up a contract with a deadline, enforceable liquidated damages, and a statement to withhold payment until a certain amount of work is completed. Mr. Ford stated liquidated damages are in the bid document, and they made progress payments on the last brick re-pointing project. Mr. Ford stated the Board could chose to make milestone payments instead of progress payments. Commissioner Bailey stated he would like to see a stringent contract since there are time constraints on the project being completed. Commissioner McDougald seconded the motion. Commissioner Bailey asked why there is only \$50,000 in the grant if they expected to be able to do all 5,000 square feet. Mr. Ford stated 5,000 square feet was re-pointed with \$50,000 in the first grant, and \$50,000 is the cap amount that could be requested with the grant. There was further discussion about the brick re-pointing. The motion passed unanimously 5-0.

CARLA A. HAND, CLERK OF COURT AND COUNTY COMPTROLLER

Clerk Hand stated she emailed the Commissioners some items regarding the Arcadis project administration of the HMGP (Hazard Mitigation Grant Program) grant projects. Clerk Hand stated Ms. Holly Swift never responded to her previous request for more information regarding the procurement of Arcadis' services according to federal guidelines. Clerk Hand asked Attorney Fuqua if he was able to look at the documents. Attorney Fuqua stated it is questionable unless they say it is ok, but otherwise he is not ok with moving forward as is currently. Clerk Hand asked the Board if they would like to advertise for proposals for project administration for the four (4) existing HMGP projects.

- ❖ Commissioner Jones made a motion to advertise and accept new RFP's (Requests for Proposals) for HMGP project administration. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

ATTORNEY TIME

Attorney Fuqua stated the County was sued by Apalachicola Riverkeeper organization over the approval of the Spooner Conditional Use Permit. Attorney Fuqua stated Apalachicola Riverkeeper claimed mineral extraction such as petroleum was not allowed in the agricultural land use category, but around that same time the County adopted a Comprehensive Plan amendment that specifically did list this as an allowable use. Attorney Fuqua stated Apalachicola Riverkeeper had a specific amount of time in which they could challenge the amendment after adoption, but failed to do so. Attorney Fuqua stated a letter

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was written to Apalachicola Riverkeeper stating that since there has been a Comprehensive Plan amendment and no basis for the lawsuit, the County is asking the lawsuit be dropped. Attorney Fuqua stated a letter was received back stating they would drop the suit as long as everyone was willing to pay their own attorney fees and costs. Attorney Fuqua stated there are not much attorney fees associated with the lawsuit and there are no costs, but he would need Board approval to consent to the dismissal of the lawsuit.

- ❖ Commissioner McDougald made a motion to consent to the dismissal of the lawsuit under the terms provided. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

COMMISSIONER TIME

COMMISSIONER MCDOUGALD

Commissioner McDougald stated he receives complaints from time to time about roads that need to be re-stripped. Commissioner McDougald stated there is a machine that does this that the Board has looked at before, and asked the Board to think about having the Road Superintendent look into the cost of the machine again and find some funding for purchase. There was consensus from the Board for the Road Superintendent to look into the road striping machine.

COMMISSIONER JONES

Commissioner Jones stated the mosquito trapper informed him that mosquitos carrying West Nile and Zika viruses were trapped. Commissioner Jones stated the mosquito truck needs to be spraying as soon as possible. Commissioner Jones stated the trapper told him he had passed information on to Mr. Ford to start spraying, but Commissioner Jones stated he has not seen the spray truck in operation. Commissioner McDougald stated he has spoken with Mr. Ford who informed him that spraying had begun.

Commissioner Jones yielded some of his time to Ms. Gwen McKelvin.

Ms. McKelvin expressed to the Board some concerns she has about the work done on her home through the SHIP program. Ms. McKelvin stated the contractor did not finish her home when they said they would, and she did not see the contractor again until a few days ago. Ms. McKelvin stated the contractor did some patch up work, but she is not satisfied. Ms. McKelvin stated she requested her bid sheets from the Courthouse and they do not add up to the cost of the repairs that were supposed to be done to her home. Commissioner McDougald asked if the scope of work in the bid was completed. Ms. Kelly stated everything listed on the work order was checked off. Ms. Kelly stated she believes Ms. McKelvin is referring to the furnace. Ms. McKelvin stated she is referring to the furnace as well as the porch, and stated the thermostat was repaired instead of work being done on the furnace. Ms. Kelly stated what was listed on the work order concerning the porch was completed, and the thermostat repair was all that was needed in regard to the furnace. There was further discussion about the work order and furnace. Chairman Wise stated he has looked at the file, and there were papers signed by Mr. Manning. Chairman Wise stated one paper read furnace repair which had one signature, and the one that read furnace replacement had three (3) signatures. Chairman Wise stated he was looking for a furnace replacement of \$4,000, but in speaking with Ms. McKelvin he was informed that the contractor told her in lieu of replacing the furnace, he would work on her front porch. Chairman Wise stated there was no

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change order requested for this change. Chairman Wise stated the movement of funds has not been documented and there is conflicting paper work in the file regarding the furnace. Chairman Wise asked Ms. Kelly if Ms. McKelvin contacted her before this meeting. Ms. Kelly responded no. Ms. McKelvin stated she has spoken with Mr. Dowling Parrish several times. There was further discussion about Ms. McKelvin's home. Ms. Laqueese Dawson stated she has spoken with Ms. Kelly who confirmed to her that she knew the porch was not in good condition, and that Mr. Manning only replaced a few boards on the porch. Ms. Dawson stated when she inquired why only a few boards would be replaced on a porch that is in bad condition Ms. Kelly had no response. Ms. Kelly stated replacing the porch was not in the work order, but more than a few boards were replaced. There was further discussion about the porch. Commissioner McDougald stated Mr. Parrish needs to be more involved in the SHIP program and make sure things are done. Commissioner Jones stated the work completed should match the work order when the walk through is completed. Commissioner Jones stated he believes Ms. Kelly should come before the Board and explain why the work order does not match the work completed. There was further discussion about the project. Commissioner McDougald stated Mr. Parrish needs to look into the issue. Chairman Wise stated he agrees, and stated he wants to know where the money for the furnace went. Chairman Wise stated if the money was not needed to repair or replace the furnace, a change order should have been drafted to move those funds to work on the porch. There was further discussion about the project. Chairman Wise stated he would call Mr. Parrish and instruct him to go through the file and look into the issues brought before the Board.

COMMISSIONER BAILEY

Commissioner Bailey asked if he made an error at the last Board meeting in awarding the County Record the bid for advertisement of the delinquent tax roll since it was above the purchasing policy of \$10,000. Commissioner Bailey asked if the procurement policy should have been set aside before the motion was made. There was further discussion about the procurement policy.

- ❖ Commissioner Bailey made a motion to reconsider the motion he made at the last meeting to advertise the delinquent tax roll with the County Record. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.
- ❖ The motion from the February 13 Board meeting to advertise the delinquent tax roll with the County Record in the amount of \$11,008.40 was brought back before the Board. The motion failed 0-5. Chairman Wise, Commissioner Bailey, Commissioner Hall, Commissioner Jones, and Commissioner McDougald opposed.
- ❖ Commissioner Bailey made a motion to set aside the procurement policy and advertise the delinquent tax roll with the County Record. Commissioner Jones seconded the motion. The motion passed unanimously 5-0.

COMMISSIONER HALL

Commissioner Hall yielded his time to Mr. Duncan Harvey.

Mr. Harvey stated Mossy Pond Volunteer Fire Department has purchased all the items they need for their new brush and rescue truck, and the Forestry service has refunded them \$2,500 of their money. Mr. Harvey asked the Board if they could equal the amount the Forestry Service provided so they could get the new truck ready to use. Mr. Harvey stated the County allocates \$2,000 to each fire station for utilities, and Mossy Pond has never spent over \$1,000 in a year for the past three (3) years. Mr. Harvey asked if the Board could give them the funds that were not spent in utilities over the past three (3)

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years. Mr. Harvey stated their response calls are increasing, and their prices to operate are increasing as well. There was further discussion about Mossy Pond VFD. Clerk Hand stated the budget is only for one year; the leftover funds do not accumulate every year in each budget. Clerk Hand stated the Board could allocate some other funds to the volunteer fire department from another funding source. There was further discussion about budgets. Commissioner Jones asked if some of the grant money Mr. Maddox is procuring for the volunteer fire departments could be used towards Mossy Pond VFD's truck. Clerk Hand stated the grant money could only be used for specific items.

- ❖ Commissioner Bailey made a motion to fund \$2,500 to Mossy Pond Volunteer Fire Department out of the grant match budget for the volunteer fire departments. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

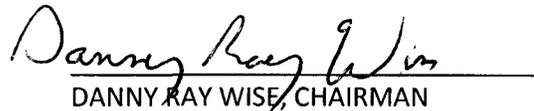
Commissioner Bailey stated in the earlier workshop there was discussion of Mr. Snowden's compensation in relation to the work that needs to be done to the Comprehensive Plan. Commissioner Bailey asked the Board's opinion about the options discussed. Commissioner McDougald stated he liked the idea of an hourly rate for the work Mr. Snowden completes on the Comprehensive Plan. Commissioner Jones stated he came in at the end of the workshop, and would like to table the issue so he can review the last County Planner's duties and contract. There was further discussion about the County Planner's job duties.

- ❖ Commissioner Jones made a motion to table Mr. Snowden's salary discussion until the Special Meeting on March 8. Commissioner Bailey seconded the motion. Mr. Snowden stated he would like to discuss his salary with each Commissioner individually before the meeting. The motion passed unanimously 5-0.

CHAIRMAN WISE

Nothing to report.

There being no further business, the meeting adjourned at 8:33 p.m., CT.


DANNY RAY WISE, CHAIRMAN

ATTEST:


CARLA A. HAND, CLERK

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