

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
SPECIAL BOARD MEETING MINUTES – SHELTON’S LIBRARY
APRIL 30, 2018**

PRESENT AND ACTING:

**GENE BAILEY, VICE-CHAIRMAN
DENNIS JONES
JERAL HALL**

**CARLA A HAND, CLERK OF COURT AND COUNTY COMPTROLLER
TIM JENKS, MAINTENANCE SUPERINTENDENT
RITA MAUPIN, LIBRARY DIRECTOR**

Vice-Chairman Bailey called the meeting held in the Shelton Library to order at 10:00 A.M.; CT.

RITA MAUPIN – DIRECTOR OF LIBRARY SERVICES

The Vice-Chairman turned the meeting over to Ms. Maupin. Ms. Maupin discussed the current conditions at the Shelton’s Park Branch Library and provided everyone with a handout. In summary, Ms. Maupin stated there is a need for an emergency handicapped accessible exit door with ramp and an electrical panel upgrade allowing for a hot water on demand water heater, noting the Library budget does not include funds for these maintenance expenditures.

Ms. Maupin explained the hours of operations during the school year and the hours of operation during the summer. The summer hours of operation are expanded from ten (10) to 28 hours for the children’s summer meal program.

There was discussion between the Commissioners and Ms. Maupin regarding the services provided at Shelton’s Library, which include being designated a voting precinct.

The Commissioners and Mr. Jenks inspected the building, Mr. Jenks stated the installation of the handicapped exit door and walkway, and the upgrade to the electrical panel, and hot water heater installation could be completed within one week. He suggested the Board ask the prison for Officer Lee and his inmate crew for the project and he would assign Ricky Couch. Ms. Rita said J.K. Newsome could help as well.

Commissioner Bailey asked Ms. Maupin if this was acceptable and she stated yes.

There was discussion of funding for the project. Ms. Maupin has already procured the door and the hot water heater. Mr. Jenks agreed to pay for the remainder of items from his maintenance budget. (Electrical panel upgrade, walkway, etc.)

- ❖ Commissioner Hall made the motion to approve the recommendation of Mr. Jenks. Commissioner Jones seconded the motion. There was no public comment. The motion passed unanimously 3-0.

HURRICANE LOSS MITIGATION PROGRAM (HLMP) CHANGE ORDER TILSON

On April 10, 2018, Ms. Chambers presented to the Board change order number one (1) for the Tillson HLMP project, a decrease of \$3,600, bringing the contract total to \$17,000. Subsequent to approval of change order one (1), the house was re-assessed by the Property Appraiser. The State has approved the property revaluation and Ms. Chamber is waiting for David Stone, Gulf Coast Home Solutions Inc., to prepare an increased change order.

- ❖ Commissioner Jones made a motion to approve change order number two (2) (an increase of \$3,600 to \$20,600) for the Tilson HLMP project contingent upon the Contractor being able to complete the project before the grant deadline. Commissioner Hall seconded the motion. The motion passed unanimously 3-0.

TIM JENKS – MAINTENANCE DEPARTMENT

Mr. Jenks stated the chiller for the HVAC unit is 22 years old and is in need of maintenance that includes changing the gaskets and re-insulating. He stated the life of the chiller after these repairs is an additional 15 – 25 years. Mr. Jenks stated these repairs could be done while the HVAC contractor is onsite replacing the air handlers. He provided a quote for the new gaskets at less than \$10,000 and approximately \$4,000 for the insulation.

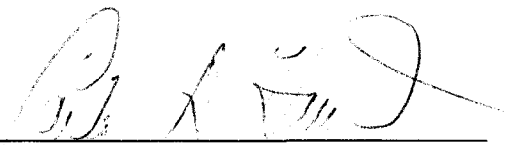
- ❖ Commissioner Jones made the motion to approve the repairs recommended by Mr. Jenks. Commissioner Hall seconded the motion. The motion passed unanimously 3-0.

There being no further discussion, the meeting adjourned at 10:40 a.m., CT.



GENE BAILEY, VICE-CHAIRMAN

ATTEST:



CARLA A. HAND, CLERK