

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS  
SPECIAL MEETING MINUTES  
JULY 13, 2018**

**PRESENT AND ACTING:**

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

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

Chairman Wise called the meeting held in Chelsea Snowden's office in the Emergency Management Office to order at 9:00 A.M., CT.

Clerk Hand stated Ms. Chelsea Snowden was unable to attend the special meeting due to a one on one meeting with the Department of Economic Opportunity in Marianna to discuss the County's Florida Job Growth Grant Fund application submitted last year. Clerk Hand stated this project applied for was the infrastructure extension to the old Mowrey Elevator site.

Clerk Hand stated the County's Title VI assurances would expire on August 25 of this year, and as a result, the Florida Department of Transportation has requested a new assurance and an update to the Title VI policy. Clerk Hand stated this assurance is in relation to the County being certified to administer the Local Agency Program through FDOT, and is due to FDOT on Monday, July 16. Clerk Hand stated Ms. Snowden has been working with Ms. Deborah Belcher with Roumelis Planning and Development Services to update the Title VI policy, and edits would include changing the Title VI coordinator to Ms. Snowden and minor edits to the Limited English Proficiency section. Clerk Hand stated the Board would need to first designate Ms. Snowden as the Title VI coordinator through a vote.

- ❖ Commissioner McDougald made a motion to designate Ms. Snowden as the Title VI coordinator. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

Clerk Hand stated next the Board would need to adopt the updated Title VI policy, which was provided to the Board in an email and is available at this meeting (posted on the Clerk's website).

- ❖ Commissioner McDougald made a motion to adopt the updated Title VI policy. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

Clerk Hand stated the Board would need to vote to authorize the Chairman to execute the assurance to FDOT.

- ❖ Commissioner Hall made a motion to authorize the Chairman to execute the assurance to FDOT. Commissioner McDougald seconded the motion. The motion passed unanimously 4-0.

Clerk Hand stated the County does not currently have a Transition Plan for pedestrian facilities in the County right of way. A Transition Plan is a written document showing areas within the County that require attention in regards to ADA accessibility and steps that the County plans to take in order to remedy the issues. Clerk Hand stated Ms. Snowden has reached out to Mr. Edenfield to confirm that the County does not have pedestrian facilities like sidewalks and crosswalks in the unincorporated areas of

the County, with the exception of Chipola Road sidewalks, which are currently under construction and being constructed to current ADA standards. There was further discussion about the Transition Plan.

Clerk Hand requested Board approval for payment to David Stone with Gulf Coast Home Solutions for work completed on the HLMP (Hurricane Loss Mitigation Program). Clerk Hand stated there are four (4) jobs (Ayers, Dawson, Holmes, and Mears) that have been 100% completed and are eligible for payment up to 90%, however the payment would be reduced by the \$4,725 dollars that was advanced at the beginning of the program for the O'Bryan home that was not completed and \$400 for an A/C that still has to be removed from the Ayers home. Clerk Hand stated they know Mr. Stone will need to be reimbursed for the permit fees on the O'Bryan home, but this cannot be done until Mr. Parrish cancels the building permit.

- ❖ Commissioner McDougald made a motion to approve payment to Mr. Stone as discussed. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

Clerk Hand stated that annually the Board provides a letter of commitment on behalf of Opportunity Florida that helps them with a grant they receive. Clerk Hand read the letter aloud for the Board. Clerk Hand stated they have let Opportunity Florida know that the budget for the next fiscal year has not been approved yet and the County cannot commit to the budget currently, but the letter states the County intends to pay the dues.

- ❖ Commissioner McDougald made a motion to approve the letter of commitment on behalf of Opportunity Florida. Commissioner Bailey seconded the motion. The motion passed unanimously 4-0.

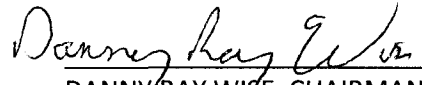
Clerk Hand stated she sent the Commissioners an email regarding the lime rock contract. Clerk Hand stated in May Mr. Edenfield informed the Board the lime rock contract had expired and the Board said at that time as long as the company agreed to continue selling the lime rock to the County at the same price they would continue the contract. Clerk Hand stated recently there was lime rock purchased, and the company has gone up twenty-five (25) cents per ton. Mr. Edenfield stated he reached out to the company who were unwilling to extend the contract because they have went up twenty-five (25) cents across the board for all purchasers, but would enter into a contract with the County for \$7.25 per ton. Mr. Edenfield stated he has prepared the documents to re-bid the lime rock contract.

- ❖ Commissioner Bailey made a motion to pay the current lime rock invoice at \$7.25 per ton. Commissioner Hall seconded the motion. Chairman Wise asked Mr. Edenfield how much lime rock he buys per year. Mr. Edenfield stated as of now he has spent \$20,000 on lime rock, which is about 2,800 tons. Mr. Edenfield stated they have \$28,000 in the budget currently for lime rock. The motion passed unanimously 4-0.
- ❖ Commissioner Bailey made a motion to advertise for the annual lime rock contract starting next week, and open bids at the first Board meeting in August. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

There was further discussion about the lime rock.

Commissioner Bailey stated Ms. Debbie Belcher has submitted a letter to the Board regarding the CDBG grant cycle. Commissioner Bailey stated Ms. Belcher would not be able to handle the application for the current open CDBG grant cycle, but would be willing to begin work on an application for the County for the next application cycle beginning in August 2018 prior to having a contract. There was further discussion about the CDBG program.

There being no further business, the meeting adjourned at 9:22 a.m., CT.

  
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DANNY RAY WISE, CHAIRMAN

ATTEST:

  
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CARLA A. HAND, CLERK