

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
SPECIAL BOARD MEETING MINUTES
DECEMBER 3, 2018**

PRESENT AND ACTING:

**GENE BAILEY, CHAIRMAN
SCOTT MONLYN, VICE-CHAIRMAN
EARL HUNT
JERAL HALL
DANNY RAY WISE**

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

Chairman Bailey called the meeting held in the EOC to order at 2:00 P.M., CT.

DISASTER RECOVERY SERVICES CONSULTANT SELECTION

Chairman Bailey stated the Disaster Recovery Services Consultant selection committee met this morning at 10:00 in the Clerk's Office. Chairman Bailey stated there were six applicants and were ranked as follows: 1. Rostan, 2. Integrity Group/Blue Sky, 3. Innovative Emergency Management, 4. Witt O'Brien's, 5. Tetra Tech, and 6. Integrated Solutions Consulting. Chairman Bailey stated proposals have been printed for each Commissioner.

- ❖ Chairman Bailey made a motion to accept the proposal from Rostan and enter into negotiations with the company at a Special meeting on Friday, December 7 at 9:00 A.M. Commissioner Monlyn seconded the motion. Commissioner Wise asked what qualifications the companies must have to be hired. Ms. Snowden stated the proposers were ranked based on the qualifications specified in the Request for Proposals, which were sent to each Commissioner. Commissioner Hunt asked who recommended the companies. Chairman Bailey stated a committee consisting of himself, Chelsea Snowden, Angie Smith, Adam Johnson, and Clerk Hand was selected to review the proposals, which were received and opened on November 27. Chairman Bailey stated each committee member scored the proposers and the results of these scorings were presented at this afternoon's meeting. The motion passed unanimously 5-0.

Mr. Adam Johnson asked if the Board would like to invite Integrity Group/Blue Sky to attend the meeting Friday in the event an agreement with Rostan could not be reached. Mr. Johnson stated the County ideally needs a consultant in place by the Recovery Scoping Meeting scheduled for Monday, December 10 at 9:30 A.M. There was further discussion about the meeting.

- ❖ Chairman Bailey made a motion to reconsider the motion to accept the proposal from Rostan and enter into negotiations with the company at a Special meeting on Friday December 7 at 9:00 A.M. Commissioner Hunt seconded the motion. The motion passed unanimously 5-0.
- ❖ Chairman Bailey made a motion to accept the proposal from Rostan and enter into negotiations with the company at a Special meeting on Friday, December 7 at 9:00 A.M. Commissioner Monlyn seconded the motion. The motion failed 0-5.
- ❖ Chairman Bailey made a motion to accept the proposal from Rostan and enter into negotiations with the company at a Special meeting on Tuesday, December 4 at 3:30 p.m. Commissioner Hunt seconded the motion. The motion passed unanimously 5-0.

SECOND BOARD MEETING IN DECEMBER

Clerk Hand stated the second Board meeting falls on Christmas Day and asked the Board if they would like to cancel or reschedule the meeting.

- ❖ Commissioner Wise made a motion to cancel the second Board meeting in December and grant permission to pay any bills required. Commissioner Hunt seconded the motion. The motion passed unanimously 5-0.

CARLIE ORTIZ, FEMA INTERGOVERNMENTAL AFFAIRS SPECIALIST

Ms. Ortiz stated she has been working as the FEMA Intergovernmental Affairs (IGA) Specialist for Calhoun County. Ms. Ortiz stated she is a liaison between the County and FEMA to answer any questions and address any concerns the County has directly with FEMA so the County does not have to call around trying to find the right person to speak with. Ms. Ortiz stated she is leaving next week, and Mr. Gene Laughlin would be taking her place for the long term as the IGA Specialist for the County. Chairman Bailey asked how he could find out who in Calhoun County has received or would receive a FEMA trailer. Ms. Ortiz stated she does not have all answers, but would be sure to get the answers from FEMA. Chairman Bailey asked whom the County should talk to concerning Sam Atkins Park. Chairman Bailey stated the park was badly damaged in the hurricane and was not insured. Chairman Bailey stated the County is looking to FEMA for reimbursement of funds that would be spent to repair the park. Ms. Ortiz stated she would get these answers for Chairman Bailey. Commissioner Wise asked if the County has to go through the State to get to FEMA. Commissioner Wise stated it is his understanding that FEMA would send money to the State, and then the State would send money to the County. Ms. Ortiz stated this is correct; the money provided by FEMA goes through the State, which then distributes it to the counties. Commissioner Wise asked if the State could decide not to pay FEMA funds to the counties. Ms. Ortiz stated she does not believe this would be allowed if the funds have been allocated and approved. Chairman Bailey stated the State could delay the funds. Mr. Laughlin stated the State would go down a list of counties and allocate FEMA funding depending on what the Governor or his representative decides. There was further discussion about FEMA. Ms. Ortiz stated the FEMA Program Delivery Manager would have concrete answers for the County, which is Lee Lacey.

CHAIRMAN BAILEY

- ❖ Chairman Bailey made a motion to change the regular Board meetings to the first Tuesday of each month at 2:00 P.M. and the third Tuesday of each month at 5:00 P.M. starting in January 2019. Commissioner Hall seconded the motion. Chairman Bailey stated he believes this would be more productive, so Department Heads could attend the Board meetings during working hours and other outside agencies who may need to address the Board could come during their working hours instead of later in the evening. The motion passed unanimously 5-0.

CHELSEA SNOWDEN, PROJECTS AND GRANTS COORDINATOR

Ms. Snowden presented to the Board the final invoice from David H. Melvin Inc. for the SCOP (Small County Outreach Program) County Road 392 project for closeout for \$3,847.40.

- ❖ Chairman Bailey made a motion to pay the final invoice to David H. Melvin, Inc. for the SCOP County Road 392 project. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden presented to the Board two (2) invoices from Kerigan Marketing, the website development specialist, both for \$1,381.25 for services rendered through September 30 and services rendered after September 30. Ms. Snowden stated after payment of these two (2) invoices the County could move forward with email development.

- ❖ Commissioner Monlyn made a motion to approve payment of the two (2) invoices to Kerigan Marketing. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

COMMISSIONER WISE

Commissioner Wise asked if the County has a final bill for mutual aid. Clerk Hand stated the County has received no invoices for mutual aid. Chairman Bailey asked Mr. Johnson if the County has any mutual aid obligations that the County may be billed for, and asked how much these obligations could cost. Mr. Johnson stated he could get the information for Chairman Bailey. Mr. Johnson stated the mutual aid that came to the County stated it would ultimately be up to their County Administrators whether a bill is sent to Calhoun County or not. Chairman Bailey asked if the County would be billed for tarps, water and other such items. Mr. Johnson stated no bills have been received for these items, but it is possible the County could be billed. Mr. Johnson stated a bill has already been received for handheld radios from Baker Communications. Chairman Bailey stated the bill has been sent to the State. Clerk Hand stated the State determined there was no mission request for the handheld radios so the County is responsible for the bill. Clerk Hand stated as she understands, the County may not be billed for any of the mission tickets or mutual aid. Clerk Hand stated if any invoices were received, they would be sent to the Governor's Office. Clerk Hand stated the County would have to pay the invoice to Baker Communications, but since it was an emergency procurement item, it could be sent to the County's Program Delivery Manager, Lee Lacey, for a request for immediate reimbursement.

CHAIRMAN BAILEY

Chairman Bailey stated Ms. Snowden is drafting a letter to the Governor regarding inmate work crews. Chairman Bailey stated internal advertisement for the two (2) positions at the Road Department for inmate work crews began today and in five (5) days the advertisement would go external if no one applies.

Commissioner Monlyn inquired about debris pickup and stated there are roads in his district, particularly County Road 69, which have not been picked up at all. Chairman Bailey stated the contractors have not completed their first round yet because there are other roads that have not been picked up as well. Mr. Edenfield stated he would speak with the contractors and try to send them to County Road 69.

Chairman Bailey asked if the County has received any further information regarding the right of entry forms for clean up on private property. Mr. Johnson stated he submitted the request last Tuesday, but has not received any further information, but would follow up today after the meeting.

Ms. Ortiz stated this year is the first year FEMA is allowing houses of worship to apply for public assistance, and they wanted to be sure these organizations know this and take advantage. Ms. Ortiz stated a couple flyers have been sent to the Commissioners email regarding this, but she would send out an additional email for distribution as well. Ms. Ortiz stated December 14 is the deadline for application. There was further discussion about public assistance.

There being no further business, the meeting adjourned at 2:40 P.M.


GENE BAILEY, CHAIRMAN

ATTEST:


CARLA A. HAND, CLERK