

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

PRESENT AND ACTING:

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

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

Chairman Bailey called the meeting held in the Regular Meeting room to order at 6:00 P.M.; CT. Chairman Bailey led the Prayer and Pledge of Allegiance to the Flag.

PLANNING COMMISSION RECOMMENDATION – CONDITIONAL USE APPLICATION

- ❖ Commissioner Hunt made a motion to approve the Conditional Use Permit for Innovative Solar Systems LLC for the development of a solar farm on Hamilton Springs Road. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

APPROVAL OF MINUTES AND VOUCHERS

- ❖ A motion to approve the minutes and vouchers as published on the agenda (the November 13, 2018 Regular Meeting Minutes, the November 20, 2018 Special Meeting Minutes; vouchers for warrants: accounts payable warrants – 1811-RD, 1811-1GS, 1811-1S, 1811-1GS, 1811-2GS, 1811-2UT, 1811-UTP, 1811-1MI, 1811-2GC, 1811-2LC, 1811-2LP, 1811-2RD, 1811-2GP payroll warrants – none) was made by Commissioner Hall and seconded by Commissioner Hunt. The motion passed unanimously 4-0.

SMALL COUNTY COALITION DESIGNATED COMMISSION REPRESENTATIVE AND STAFF LIASON

Chairman Bailey stated currently the Small County Coalition Commission representative is himself, and the staff liaison was Mr. Joe Wood who is no longer employed with the County. Chairman Bailey stated he did not mind serving another year, or the Board could appoint another representative.

- ❖ Commissioner Monlyn made a motion to volunteer to be the Commission representative for the Small County Coalition. Commissioner Hunt seconded the motion. The motion passed unanimously 4-0.

The Board agreed to wait until the next Board meeting to designate a staff liaison for the Small County Coalition.

DEBORAH BELCHER, ROUMELIS PLANNING AND DEVELOPMENT – CDBG APPLICATION

Ms. Belcher stated the Community Development Block Grant is a Federal program from the US Housing and Urban Development that gives funding to the State, and the State has a funding process for cities under 50,000 in population and counties under 200,000 to apply for CDBG funds. Ms. Belcher stated open grants must be closed before another grant is applied for, and the County finished their last CDBG grant early and is eligible to apply for up to \$750,000. Ms. Belcher stated there are three (3) main

categories for the CDBG grant, commercial revitalization, neighborhood revitalization, and housing. Ms. Belcher stated there is one other category, economic development, that could be applied for but there must be a specific business that is either going to close down, or wants to expand. Ms. Belcher stated a higher dollar amount could be applied for in this category, but must be less than \$35,000 per job and would be directly related to new jobs or saved jobs. Ms. Belcher stated the majority of the citizens affected must be in the low to moderate-income range for all categories. Ms. Belcher explained for the Board the handout they were supplied with in their agenda packets. Ms. Belcher stated the Board would need to come up with a list of potential CDBG projects so research could begin to see what project would be viable. Ms. Belcher stated if the Board chooses infrastructure related projects, the County would fit well with road paving or storm water drainage in lower income neighborhoods. Ms. Belcher stated if a viable infrastructure project was not found, a housing grant would be her next suggestion. Ms. Belcher stated one of the things that is difficult for counties with some projects is that eighty-four (84) low to moderate-income houses total would have to be affected for the project to be competitive. Ms. Belcher stated Calhoun County is starting out at a disadvantage because of being evaluated against other larger counties, and the County would not get the 100-point bonus that is given to ones who have not had a grant open in the past five (5) years. Ms. Belcher stated the community wide needs score is also reduced due to the dollars that have been received with past grants. Ms. Belcher stated the next application cycle deadline is predicted to be sometime in mid-April. Ms. Belcher stated \$50,000 match funds would maximize the County's score. Chairman Bailey asked if there would be any chance counties impacted by Hurricane Michael would be looked at above counties unaffected. Ms. Belcher stated there is a provision already in the scoring system for this, but there could be other avenues of funding that could be available for disaster related needs she would look into. There was further discussion about funding. Chairman Bailey asked if in order to meet the April deadline, if a citizen's advisory task force would need to be appointed by December. Ms. Belcher stated this would be good, and to give her any potential projects so surveys could be conducted. There was further discussion about determining potential projects. Ms. Belcher stated the Commissioners could call her with any projects they would like her to look into. Ms. Belcher stated Dewberry Engineers is the engineer for the grant, so they could look into any possible storm water drainage projects. Ms. Belcher stated it would be great if the County could appoint a citizen advisory task force by January, with five (5) members from unincorporated areas with three (3) of the five (5) members being in the low to moderate income range. Ms. Belcher stated the task force would need to meet prior to the first public hearing in order to receive ten (10) extra points on the application.

PLANNING COMMISSION RECOMMENDATION – COMPREHENSIVE PLAN AMENDMENT

Attorney Fuqua requested the Board vote to continue the adoption of the Comprehensive Plan Amendment and ordinance to the next Board meeting since a copy of the ordinance is not available at tonight's meeting and would need to be read by title before adoption.

- ❖ Commissioner Monlyn made a motion to continue the adoption of the Comprehensive Plan Amendment and ordinance to the next Board meeting. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

JOHN MORGAN DAVIS, IDA BOARD

Mr. Davis reported Mr. Paul Laramore came through surgery well, and is expected to come home Thursday or Friday of this week.

Mr. Davis stated the airport is waiting on an engineer determination on what buildings would need to be demolished. Mr. Davis stated they know at least two (2) of the four (4) large hangars would have to be torn down.

Mr. Davis stated the new fuel system computer fell during the storm and got wet internally, and is currently being dried out and hopefully would not have to be replaced completely.

Mr. Davis stated work has begun on the north taxiway A project. Mr. Davis stated there would be a construction meeting with CW Roberts Contracting Inc. on Thursday.

Chairman Bailey stated he met with the Florida League of Cities today and discussed the runway lights and other items to help get the airport back in operation. Mr. Davis asked if they mentioned when the engineers would have further information on how many hangars would have to be demolished. Chairman Bailey stated he has not heard any further information regarding the engineers' determination.

CHELSEA SNOWDEN, PROJECTS AND GRANTS COORDINATOR

Ms. Snowden stated proposals for Disaster Recovery Services for Hurricane Michael were opened and read aloud this afternoon at 2:00 P.M. in the Clerk of Court office. Ms. Snowden stated there were six (6) proposals total, The Integrity Group/Blue Sky, Rostan Solutions, TetraTek, Innovative Emergency Management, Integrated Solutions Consulting, and Whit O'Briens. MS. Snowden stated the selection committee would meet on December 3 at 10:00 A.M. in the Clerk of Court office to discuss their selections, and a Special Board Meeting would be held at 2:00 P.M. the same day to discuss the final selection. Ms. Snowden stated copies of the proposals would be available for viewing in the Clerk's Office. Ms. Snowden stated the selection committee consists of Chairman Bailey, Clerk Hand, Angie Smith, Adam Johnson, and herself.

Ms. Snowden stated at the last Board meeting task orders for the SCRAP (Small County Road Assistance Program) County Road 549 and Live Oak Heights/Frank Williams Lane were discussed. Ms. Snowden stated the Board discussed potentially soliciting for task orders, and informed the Board they are not allowed to ask for pricing through the five (5) selected engineers for the County. Ms. Snowden stated the engineers were ranked as follows, David H. Melvin Consulting Engineers, Dewberry Engineers, Southeastern Consulting, Alday-Howell Engineering, and Panhandle Engineering. Ms. Snowden stated the information she has received from other communities that have contracted with several engineers for the County, is that they go down the list as the firms were ranked as projects come up. Ms. Snowden inquired from the Board how they would like to proceed with selection of an engineering firm for the projects. Chairman Bailey indicated he would prefer to move down the list of ranked engineers for selection.

- ❖ Chairman Bailey made a motion to enter into negotiations with David H. Melvin Consulting Engineers since they were ranked first for the SCRAP County Road 549 project. Commissioner Monlyn seconded the motion. The motion passed unanimously 4-0. Ms. Snowden stated she would request a task order for the project to be placed in the Board's agenda packet.

Chairman Bailey stated he has some problems with the Live Oak Heights project. Chairman Bailey asked if there was a construction estimate on the project since the State has only designated \$99,000 total for the project. Chairman Bailey asked if Dewberry Engineers knew what the application request for the project was when submitted. Mr. Brandon Purvis with Dewberry Engineers stated he was not sure what the request amount was, but could find out further information for the Board to present later. Ms. Snowden stated since this was such a small amount of money for a project she has spoken with Mr. Justin Ford with Dewberry Engineers, who stated this project was submitted at a time when FDOT had come out with a different application because of different restrictions at the time, and you could only apply for funding under \$100,000. Ms. Snowden stated she could find out more regarding the scope of

work if the Board would like to hold off on entering into negotiations with an engineering firm. There was further discussion about the project.

Ms. Snowden stated the scales at the Recycling Center appeared to be damaged during the hurricane and have since been checked out, but they would be meeting with an inspector later this week to potentially go through with a contract to have the scales calibrated at least twice per year so when selling the recyclables the scales would be accurate. Ms. Snowden stated she would be bringing more information to the Board and potentially a contract at the next meeting regarding the scale calibration. Chairman Bailey stated the Florida League of Cities has tarped the Recycling Center and replaced the doors, and supposedly tomorrow they would be compacting cardboard again. Ms. Snowden stated Mr. Borelli would be trying to distribute recycling trailers back out into the County later this week as well.

CARLA A. HAND, CLERK OF COURT AND COUNTY COMPTROLLER

Clerk Hand stated she received a request from the Supervisor of Elections for an advancement of \$11,500 from her budget to pay poll workers.

- ❖ Commissioner Hall made a motion to approve the advancement of \$11,500 from the Supervisor of Elections budget. Commissioner Hunt seconded the motion. The motion passed unanimously 4-0.

ATTORNEY TIME

Attorney Fuqua reminded the Board there would be Ethics Training on Friday at 8:00 A.M. at the Chipola Continuing Education Building in Marianna, FL for those who would like to attend. Attorney Fuqua stated the new Commissioners were not required to attend, but were welcome to join.

COMMISSIONER TIME

COMMISSIONER HALL

Nothing to report.

COMMISSIONER HUNT

Commissioner Hunt stated there is a large hole in the middle of Silas Whitfield Road that needs to be addressed. Commissioner Hunt stated a cone has been set into the hole, but needs to be filled as soon as possible. Chairman Bailey stated he could check into the issue and make sure the hole gets fixed.

Commissioner Hunt asked if anyone has received an answer from FEMA as to whether they would approve debris clean up off the right of way. Chairman Bailey stated he has not received an answer yet on the issue. There was further discussion about debris clean up.

Commissioner Hunt asked if there has been any answers as to why the County has not been receiving prison crews. Commissioner Hunt stated when he was on the Board previously; each district had an inmate work crew. Chairman Bailey stated the Board should talk to the Secretary of the Department of Corrections, and if no answer is received then take the issue to the Governor. There was further discussion about inmate work crews.

COMMISSIONER MONLYN

Nothing to report.

CHAIRMAN BAILEY

Chairman Bailey stated West Florida Electric Cooperative has requested to stay at the Tri-County Ag Complex for an extra four (4) weeks, and would clean up the complex before they vacated the property. Chairman Bailey stated the Ag Complex was not insured, and the Tri-County Advisory Council should be sure to work through FEMA to try to receive assistance for the building.

Chairman Bailey stated Mr. Edenfield called and inquired if the Road Department could pick up the metal debris on the sidewalks in Blountstown and Altha since there would be parades this weekend. Chairman Bailey stated he asked Mr. Edenfield to call Mr. Gainer who assured him the metal was supposed to be picked up last week, and if it were not picked up by, tomorrow he would need to be informed.

Chairman Bailey stated he has reached out and asked if the 160 acres of land the County acquired at Sam Atkins Park could be partially used for debris clean up. Chairman Bailey stated the timber that was planted on the property has all been blown down, and must be cut and replanted anyway. Chairman Bailey stated there is much debris on County property, and the State is not going to haul this debris. Chairman Bailey stated this would be for vegetative debris only, as they are very particular as to how the land is used.

There being no further business, the meeting adjourned at 6:57 P.M., CT.


GENE BAILEY, CHAIRMAN

ATTEST:


CARLA A. HAND, CLERK