

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR BOARD MEETING MINUTES  
JANUARY 2, 2019**

**PRESENT AND ACTING:**

**GENE BAILEY, CHAIRMAN  
SCOTT MONLYN, VICE-CHAIRMAN  
DANNY RAY WISE  
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 2:00 P.M.; CT. Commissioner Monlyn 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 November 27, 2018 Regular Meeting Minutes, the December 3, 2018 Special Meeting Minutes, the December 4, 2018 Special Meeting Minutes, and the December 11, 2018 Regular Meeting Minutes; vouchers for warrants: accounts payable warrants – 1901-1L, 1901-1E, 1901-1G, 1812-UT3, 1811-UT2, 1812-2S, 1812-2LS, 1812-2E, 1812-1RP, 1812-2L, 1812-UT2, 1812-2G, 1812-2RD, 1812-2EP payroll warrants – none) was made by Commissioner Hall and seconded by Commissioner Hunt. The motion passed unanimously 5-0.

**MOSQUITO SPRAY PROGRAM DIRECTOR**

Chairman Bailey stated the Mosquito Spray Program director position was tabled at the last Board meeting. Chairman Bailey stated Mr. Jace Ford has agreed to continue the Mosquito Spray Program by contract in the amount of \$16,000 per year. Chairman Bailey stated he would prefer to hire someone for the position, but would be in favor of breaking down the \$16,000 into monthly payments and paying Mr. Ford until the position could be filled. Chairman Bailey stated with the warmer, wet weather the area has had the spray program needs to be started again.

- ❖ Commissioner Monlyn made a motion to hire Mr. Ford on contract for the Mosquito Spray Program and pay monthly for his services. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

**EMERGENCY PAY DISCUSSION**

Chairman Bailey stated the County has been paying emergency pay, double time for overtime hours worked, due to Hurricane Michael and currently there is only one (1) employee, Mr. Dowling Parrish, who has had overtime hours on the last payroll. Chairman Bailey asked if the Board would like to stop emergency pay for overtime at this time. Commissioner Wise asked how many overtime hours Mr. Parrish had on the last payroll. Clerk Hand stated Mr. Parrish had five (5) or six (6) hours of overtime.

- ❖ Commissioner Hunt made a motion to end emergency pay effective next pay period. Commissioner Monlyn seconded the motion. The motion passed unanimously 5-0.

**EMAIL CREATION OPTIONS**

Ms. Snowden stated a breakdown of the three (3) email creation options was included in the agenda packets for review by the Board. Ms. Snowden stated she briefly went over the options at the last Board meeting. Ms. Snowden stated when Kerigan Marketing sent in their proposal they were under the impression the Board had an IT team who would handle email set up, but because there is no IT department for the County there would be some additional cost for email setup. There was further discussion about the email creation options. Chairman Bailey stated he would suggest the Board go with option two (2), Office 365 Business Essentials, because of the file sharing capabilities.

- ❖ Commissioner Monlyn made a motion to go with option two (2), Office 365 Business Essentials, for email creation. Commissioner Hunt seconded the motion. The motion passed unanimously 5-0.

**APALACHEE REGIONAL PLANNING COUNCIL REPRESENTATIVES**

Chairman Bailey stated he has been serving on the Apalachee Regional Planning Council as Calhoun County's BOCC representative, and is willing to continue serving unless someone else would like to volunteer.

- ❖ Commissioner Wise made a motion to nominate Chairman Bailey to the Apalachee Regional Planning Council. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Chairman Bailey stated Mr. Wes Johnston was the Municipal Elected representative for the Planning Council, but has retired as Mayor of Altha effective today. Chairman Bailey stated a replacement would be needed for Mr. Johnston, and the representative would need to be an elected official from either the Town of Altha or the City of Blountstown. Commissioner Hunt stated he would speak to some officials in Altha. Chairman Bailey stated Ms. Sheila Blackburn, City Council Member for Blountstown, stated she would volunteer to serve if no one else was available.

**TIM JENKS, MAINTENANCE DEPARTMENT**

Mr. Jenks stated the Maintenance Department has still been working to clean up the County parks. Mr. Jenks stated they have been working at Ocheessee Park, Sam Atkins Park, and Mossy Pond Park.

Mr. Jenks stated ball season is approaching, and the County lost twelve (12) dugouts total in the hurricane. Mr. Jenks stated there are five (5) dugouts at Sam Atkins Park where most of the ballgames are played that were destroyed. Mr. Jenks stated he has gotten a quote from Manning Brothers Masonry who stated he could rebuild the dugouts for \$1,000 apiece. Mr. Jenks stated with materials included, the cost would be about \$7,300 total to rebuild the dugouts. Mr. Jenks stated he is still working on fencing as well, and stated the County could purchase the supplies and replace the fencing in-house. Mr. Jenks stated he has spoken with Bracewell Fencing and Flooring who stated they would be about three (3) months out before being able to start any other projects.

Mr. Jenks stated the air handler for the County Extension Office came in last week and would be installed next week or the following week.

Mr. Jenks stated one of his main concerns is the Courthouse roof. Chairman Bailey stated he is hopeful after the FEMA meeting on the 9<sup>th</sup> some progress could be made to repair the roof. Mr. Jenks stated every time it rains water comes into the third floor, and some water is going all the way to the School Board offices in the basement.

Chairman Bailey asked if the funds spent to rebuild the dugouts would be reimbursable by FEMA. Clerk Hand stated the funds would be reimbursable as long as the Board followed their procurement policy (must be an approved FEMA project), which would mean three (3) quotes would be needed. There was further discussion about quotes.

Mr. Jenks stated household garbage has gotten bad at all the parks in the County, and is becoming a problem. Mr. Jenks stated they have begun doing a trash run two (2) days a week to try to keep up with all the trash being dumped. There was further discussion about garbage. Chairman Bailey stated the Board could ask the Sheriff if he could monitor the parks and help deter the dumping of garbage.

**CLIFFORD EDENFIELD, ROAD DEPARTMENT SUPERINTENDENT**

Mr. Edenfield stated he received five (5) applicants for the two (2) inmate work squad supervisor positions available. Mr. Edenfield stated he would be conducting interviews next week.

Mr. Edenfield stated the Road Department has been busy daily, trying to work around the rainy weather. Mr. Edenfield stated the trailers for the inmate work squads have been delivered, and the vans have been ordered and would be delivered in May. Chairman Bailey asked Mr. Edenfield to present the names of the two (2) new employees at the next regular Board meeting.

Chairman Bailey stated he appreciated the Road Department getting Clayton Shiver Road fixed and passable again. Chairman Bailey asked if Road Inc. worked today. Mr. Edenfield stated he has not seen any trucks picking up debris today. Chairman Bailey stated a letter has been sent to Erik Fenniman, Interim Secretary of DOT, Governor Rick Scott, Governor-Elect Ron DeSantis, Congressman Neal Dunn, Senator Bill Montford, Representative Halsey Beshears, Phillip Gainer, FDOT District Three Secretary, and Wes Maul, Director of the Florida Division of Emergency Management regarding debris removal on private roadways and limited private property. Chairman Bailey stated he would also like to meet with FDOT, Metric, and Road Inc., regarding their schedules and anticipated debris pick up dates for non-vegetative debris items. There was further discussion about the debris contractors. Mr. Edenfield stated he could request the entities attend the next regular Board meeting, and would let the Board know their answer.

**RITA MAUPIN, DIRECTOR OF LIBRARY SERVICES**

Ms. Maupin stated all the libraries had their Christmas parties except for Altha. Ms. Maupin stated she is hoping that on February 1, Kinard Library would be ready to check out books. Ms. Maupin stated Ms. June Harvey at Kinard Library has started a Facebook page for the library to let everyone know of community events, and she would be encouraging the other branch managers to do the same.

Ms. Maupin stated Altha Library has been closed since October 10, due to storm damage. Ms. Maupin stated there is roof, ceiling damage, which has been tarped, and the computer system is working, and the wireless internet is turned on so patrons can use their laptops in the parking lot if needed. Ms. Maupin stated she is not sure what direction to go to get the library open again, but she is trying to explore some alternative options such as placing a portable building like in Kinard. Ms. Maupin stated she would appreciate any input the Board has on the matter. There was further discussion about the Altha Library.

**ADAM JOHNSON, INTERIM EMERGENCY MANAGEMENT DIRECTOR**

Mr. Johnson stated he provided the Board with a packet of information before the Board meeting. Mr. Johnson stated on page one (1) there is information regarding the river readings. Mr. Johnson stated

this morning the Apalachicola River reading at the Blountstown landing was twenty-one (21) and a half feet, and the Chipola River crested on New Year's Eve and the reading in Altha was about twenty-four (24) feet. Mr. Johnson stated he has been monitoring areas prone to flooding throughout the County, and has been coordinating with the Road Department and Sheriff's office. Mr. Johnson stated on the second page of the packet is an updated overview of the FEMA housing summary for the County. Mr. Johnson stated the last page of the packet has damage assessment totals so far for the County. Mr. Johnson stated no dollar value has been assigned yet, as further reports are being compiled regarding damages.

Mr. Johnson stated there are two (2) employees that have been provided through Career Source Chipola and the National Displaced Workers grant working in Emergency Management currently. Mr. Johnson stated they are answering phone calls, and helping Mr. Parrish.

Chairman Bailey stated he asked Mr. Johnson earlier to call the surrounding counties regarding their Local State of Emergency (LSE) status, and when they planned to drop the LSE. Mr. Johnson stated Liberty County, Jackson County, Gulf County, and Franklin County are all still under Local State of Emergency. Mr. Johnson stated Liberty County plans on discussing their LSE on January 10, and Franklin County stated they would remain under an LSE until the State tells them they can no longer. Chairman Bailey stated he would suggest continuing the Local State of Emergency for Calhoun County until at least the next Board meeting.

Chairman Bailey stated the Recovery Scoping Meeting would take place at 9:30 on the 9<sup>th</sup> of January, and asked if the meeting would need to be declared an official meeting so all Board members could attend. Attorney Fuqua stated the meeting would need to be declared an official Board Meeting.

- ❖ Chairman Bailey made a motion for the Recovery Scoping Meeting to be declared an official Board meeting. Commissioner Hunt seconded the motion. The motion passed unanimously 5-0.

#### **CHELSEA SNOWDEN, PROJECTS AND GRANTS COORDINATOR**

Ms. Snowden stated the bid opening for the SCOP (Small County Outreach Program) County Road 549 project would be on January 15. Ms. Snowden stated the SCOP Alliance Road project would advertise next week, with bid opening on February 5.

Ms. Snowden stated the approved Comprehensive Plan Amendment package has been submitted to and accepted by the State.

Ms. Snowden stated at the last Board meeting she presented to the Board information regarding the bale clamp from the Recycling Center that was stolen, and potentially setting aside the procurement policy to move forward with the purchase of a replacement. Ms. Snowden stated she has received one (1) quote so far, and has reached out to several other companies with no feedback. Ms. Snowden stated she is supposed to receive one (1) more quote from Ring Power by the end of the day. Ms. Snowden suggested setting aside the procurement policy and moving forward with the best price of the two (2) quotes.

- ❖ Commissioner Hall made a motion to set aside the procurement policy to purchase the bale clamp. Commissioner Hunt seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden stated she would be out of the office January 18 through 22.

#### **CARLA A. HAND, CLERK OF COURT AND COUNTY COMPTROLLER**

Calhoun County Commissioner's Meeting – January 2, 2019

Clerk Hand stated there were two (2) invoices approved tonight, one for Baker Communications for approximately \$42,000 for the communications that were needed after the hurricane, and the other for TYCO Security, which is an annual contract with the County. Clerk Hand stated the contract increased by 7.5 percent, which was in the contract that annual maintenance fees could increase. Chairman Bailey asked if the Company should be required to send the County notice of an increase before the bill is received. Attorney Fuqua stated if provided for in the contract, but he would need to look at the contract again. There was further discussion about the contract.

Chairman Bailey asked if the radios provided by Baker's Communications needed to be tagged with a County inventory tag. Mr. Johnson stated all the radios are still in a box in his office, but could be tagged. Chairman Bailey stated due to the cost of the radios he would like the radios to be placed in the inventory system as sensitive items and tagged.

#### **ATTORNEY TIME**

Attorney Fuqua asked if anyone knows what is happening with the ambulance. Attorney Fuqua stated he has a friend who owns the wrecker service that picked up the ambulance who might be interested in completing the project. Ms. Snowden stated the ambulance was removed from the previous shop's property and quotes were to be obtained for the remainder of the work needed, but she would follow up with Mr. Jake Shuler at EMS. There was further discussion about the ambulance.

#### **COMMISSIONER TIME**

##### **COMMISSIONER HUNT**

Commissioner Hunt stated Amaziah Peacock Road has been closed, and the road needs to be fixed and reopened. Commissioner Hunt stated there are many farmers who use the road. Mr. Edenfield stated he has the road on his list of things to do. Chairman Bailey stated if the road were closed, he would suggest going ahead and starting work on the road so it could be opened as soon as possible. There was further discussion about the road.

Commissioner Hunt stated there is an area on Flatwoods Road that has sunk down and is getting worse. Mr. Edenfield stated the road started getting worse when the heavy debris trucks started hauling down the road. Mr. Edenfield stated there is no hole in the pipe at the area, and is unsure what is causing the road to sink down. Mr. Edenfield stated the issues with the roads could be brought up at the meeting on January 9, and ask if there is any funding available to fix areas that have been damaged by the debris trucks.

Commissioner Hunt stated there are many areas where trees are blocking road drains and impeding the flow of water. Commissioner Hunt stated the trees need to be moved so the water can flow out of the ditches. Chairman Bailey stated he would like to ask FDOT if they plan to remove the trees. There was further discussion about trees blocking road drains. Mr. Ford stated funding could be available if the debris impeding water flow were threatening flooding of someone's home or flooding of a road. There was further discussion about funding for debris clean up.

Commissioner Hunt asked if any further information is available for the Right of Entry permits for debris pickup on private roads and property. Chairman Bailey stated a letter has been sent inquiring about the permitting, but there has been no response yet. Chairman Bailey stated he intends to start making phone calls and trying to get some answers.

Commissioner Hunt asked if the right of way to the cemeteries of the County could be cleared. Chairman Bailey stated as long as the entrance is adjacent to a County right of way there should be no problem removing debris from the right of way of the cemeteries.

**COMMISSIONER MONLYN**

Commissioner Monlyn stated he knows the debris cleanup is going to be a slow process, but would like the Board to meet with the contractor to find out their schedule of picking up debris and their plan moving forward.

Commissioner Monlyn stated he has seen an issue of household garbage in the road, inside the city limits, and he would be speaking with Traci Hall, Blountstown City Manager.

**COMMISSIONER WISE**

Commissioner Wise stated he would like to see the local Health Department declare a local state of emergency for the County due to the amount of debris on the ground. Commissioner Wise stated Wakulla County Health Department has done this for their county. Commissioner Wise stated this declaration could help the County in receiving the Right of Entry permits for debris cleanup on private roads and limited private property. There was further discussion about the local state of emergency and debris cleanup.

**COMMISSIONER HALL**

Nothing to report.

**CHAIRMAN BAILEY**

Chairman Bailey stated additional oil drilling permits have been applied for, and the applications are available in the Clerk's office for distribution.

Chairman Bailey stated with the resignation of Representative Beshears, a special election would be held to fill his seat. Chairman Bailey stated this special election is estimated to cost the County between \$17,000 and \$20,000. Chairman Bailey stated he would like the County to send a letter to the State requesting they cover the cost of the special election.

- ❖ Commissioner Wise made a motion to send a letter to the State requesting the covering of the cost of the special election, and authorizing the Chairman's signature on the letter. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Gene Bailey  
GENE BAILEY, CHAIRMAN

ATTEST:

Carla A. Hand  
CARLA A. HAND, CLERK