

June 12, 2007  
Regular Session  
Bonifay, Florida

The Holmes County Board of Commissioners met in a Regular Session on the above date with the following members present: Commissioner Kenneth Williams, Commissioner Monty Merchant, Commissioner Jim King, Commissioner Phillip Music, and Commissioner Raymon Thomas, Chairman of the Board.

Attorney Gerald Holley and County Administrator Greg Wood were present.

Alice Vickers, Deputy Clerk, was present and kept the minutes.

Chairman Thomas opened the meeting with Mr. Dinkins leading the prayer and pledge.

Pursuant to Public Notice, the Board held a public hearing to consider the adoption of Ordinance #07-04 which would create an exemption for culvert permits for persons who lose their homes from natural disasters. The public was given an opportunity to discuss this issue and no one responded. Commissioner King offered a motion to adopt Ordinance #07-04 with Commissioner Music offering a second. The motion passed unanimously. Commissioner Music offered a motion to close the public hearing with Commissioner Williams offering a second. The motion passed unanimously.

(Ordinance #07-04)

Commissioner Music offered a motion to approve the minutes from the May 25, 2007 Special Session and the May 29, 2007 Regular Session. Commissioner Merchant offered a second. The motion passed unanimously.

The Board discussed the Administrative Assistant job description. Mr. Greg Wood, County Administrator stated that Sherry Fitzpatrick would be leaving her position with the Clerk's office to work for him. He asked the Board for approval of the Administrative Assistant job description and to grant Sherry's request to transfer her accumulated leave of approximately 38 hours over to this new position. Commissioner King asked for clarification stating that this description appeared to be the Administrator's duties and also stated that funds had only been budgeted for a secretary. Mr. Wood explained that the insurance position had been vacated and this description was combining the Secretary position and the insurance position into one which would save the County money. Mr. Cody Taylor, Clerk, informed the Board that the job description states that this person would be responsible for line item budget transfers which is something that the Board is required to do and that the law requires the Clerk to maintain the ledger books, which was also listed as a duty. Commissioner King also asked if someone else would be hired for the other position later with Mr. Wood responding no, that a position

had been eliminated. Commissioner Williams offered a motion to approve the Administrative Assistant job description after deleting the entire referenced paragraph. Commissioner Merchant

offered a second. Commissioners Williams, Merchant, and Thomas voted yes with Commissioners King and Music voting no. The motion passed.

(Administrative Assistant Job Description)

Pursuant to Public Notice, the Board opened sealed bids for septic tank installation at the new Pittman Fire Department from the following vendors:

Sewer Rooter	\$1,850.00
Middlebrooks	\$1,475.00

Mr. Bob Jones, Grants Administrator, informed the Board that a copy of the septic permit was attached to the specifications so the bidders were aware of the exact specifications. Commissioner King offered a motion to accept the low bid with Commissioner Music offering a second. The motion passed unanimously.

Mr. Bob Jones, Grants Administrator, informed the Board that bids had been received for the water well at Pittman Fire Department at the same time bids for the building were received. He stated the bids were as follows:

Leavins Well Drilling	\$4,275.00
Jamie Conner	\$4,888.88

Commissioner King offered a motion to award the bid to the low bidder, Leavins Well Drilling, with Commissioner Music offering a second. The motion passed unanimously.

Mr. Bob Jones, Grants Administrator, stated that Chastain Skillman, Pittman Fire Department project engineers, had reviewed the bids for the building and was recommending that the Board award the bid to I-C Contractors, Inc. after applying all deductive alternatives. The bid amount after these deductions was \$218,792.45. Mr. Jones indicated that this award would also need to be approved by DCA and Rural Development. Commissioner King offered a motion to award the bid to I-C Contractors, Inc. in the amount of \$218,792.45 contingent upon the approval of DCA and Rural Development. Commissioner Merchant offered a second. The motion passed unanimously.

(Chastain Skillman Letter)

The Board discussed holding a public hearing to consider some "Corrective Action Requests"

from citizens who were contesting that their road or driveway was not maintained by the County and should not be on the "County Maintained Road" list. Commissioner Music offered a motion to hold a public hearing at the next regular session to consider removing these roads from the list. Commissioner Williams offered a second. The motion passed unanimously.

(Corrective Action Requests)

Commissioner Merchant informed the Board that the Town of Westville had agreed to lease property to the County for a five year period to locate the mobile home that had been purchased to house the Westville Ambulance Department. He explained that the Town was waiving the water hook-up fee and that Mr. Jackie Parker from the Health Department had already approved the site for installation of a septic tank. Discussion included the possibility of piggybacking off the bid for the Pittman Fire Department septic system and seeking a lease for longer than five years. Commissioner Music offered a motion to piggyback off the bid and to ask for an agreement longer than five years. Commissioner Williams offered a second. The motion passed unanimously.

Mr. Greg Wood, County Administrator, commended Chairman Thomas for representing the County so well and stated that he would be receiving the Presidential Advocacy award from the Florida Association of Counties at the upcoming conference.

Mr. Wood apprised the Board of a situation regarding a contractor who came in to the Building Department for a license which they felt could not be issued. He stated that at the present time, the Board is the "Contractor Review Board". He informed the Board that a "Review Board" could be established that would be comprised of three certified contractors and two laymen. Commissioner Music offered a motion to authorize Mr. Wood and the Building Inspector to appoint three contractors and two laymen for the "Review Board". Commissioner Merchant offered a second. The motion passed unanimously. Commissioner King volunteered to represent the Board by serving as a layman.

Mr. Wood also discussed bid opening procedures and asked the Board to consider allowing bids to be opened prior to a regular meeting so that all information on the bids could be clarified with the bidders before coming to the Board for a decision. He stated that he would advertise the bid opening to comply with the "Sunshine Law" and the public would be invited to attend. Attorney Holley advised that this was allowable and was presently done in Washington County. No action was taken.

Mr. Wood informed the Board that the County had paid the tuition for a Road Department Shop employee to attend welding school and then the employee had transferred out after completing the course. He suggested that the Board might consider having an employee to sign an agreement before attending school at the County's expense which would require staying in their current position for at

least one year. He also suggested that the Board might give a bonus of \$100 after completion of a course as an employee incentive. He informed the Board that if an employee chose to leave or transfer before the year was up, the tuition would be deducted from their payroll check. No action was taken.

Mr. Wood also discussed piggybacking on DOT bids for culverts and other items.

Mr. Wood advised the Board that the County did not have a seal and asked for permission to work on creating one. He suggested that he could work with the Chamber of Commerce and hold a contest for the creation of an official seal. Commissioner Williams offered a motion to authorize Mr. Wood to work on creating a seal with Commissioner Music offering a second. The motion passed unanimously.

Mr. Wood discussed hiring a part time person with computer expertise for the 911 department for no more than 20 hours per week. He stated that he was also considering cutting the workweek for 911 employee, Clint Erickson, back to 32 hours. The Board discussed that the office was closed this week since Mr. Erickson was on vacation and he was the only employee for this department. Commissioner King offered a motion to hire a part time person for 911 with Commissioner Music offering a second. The motion passed unanimously.

Mr. Wood reminded the Board that the Garbage Franchise agreements would soon renew and asked if the Board wished to remain at the \$500 annual fee. The Board also discussed a hauler who was scattering garbage because he was not covering the truck and possibly revoking the license. The Board agreed for Mr. Wood to investigate increasing the fee and to add a phrase to the franchise agreement stating the franchise would be revoked if the truck was not covered.

Mr. Wood informed the Board that the petroleum bid contract would be coming up for renewal.

Mr. Wood discussed the drought conditions and advised that a damage assessment was being conducted by USDA. If significant damages occur, the County would ask the State for a declaration of emergency. If the State could not provide sufficient aid, then the County could ask for a federal disaster. Chairman Thomas stated that eight counties had been declared a disaster this week.

Mr. Wood stated that the Gas Tax Interlocal Agreement is up for renewal. He asked for permission to contact all the municipalities to ask for documentation of the last five years transportation expenses which would be used to calculate the statutory distribution formula. He stated that the Board did not have to go by the statutory formula but that it would give a guideline before making a final determination. Commissioner King offered a motion to authorize Mr. Wood to work on the agreement with Commissioner Merchant offering a second. The motion passed unanimously.

Mr. Wood advised the Board that the School Board has nineteen portable buildings and has requested that the County's Building Inspector perform the annual inspections. Commissioner Merchant offered a motion for the Building Inspector to perform the inspections and to charge the School Board for his mileage. Commissioner Williams offered a second. Commissioners Williams, Merchant, King, and Music voted yes with Commissioner Thomas voting no. The motion passed.

The Board discussed the salary for the Administrative Assistant position. Mr. Wood requested \$13.00 per hour which was a fifty cents per hour increase from her current job. Commissioner Williams offered a motion to set the salary at \$13.00 per hour and to transfer her leave from her present job. Commissioner Merchant offered a second. Commissioners Williams, Merchant, Music, and Thomas voted yes with Commissioner King voting no. The motion passed.

Mr. Charles Smith discussed the potential property tax cut and asked the Board how this will affect citizens. He discussed the need for beautification of Bonifay and the need for entertainment in the County.

Mr. Hal Kirk stated that he owned land on Gap Road which is on the County Maintained Road List. He informed the Board that a property owner, who is also a County employee, had put chains across the entrance and closed the road. Chairman Thomas informed him that the Board would not act on this issue until the current litigation regarding the road was settled. Mr. Kirk also asked if Commissioner Music would be voting on this issue since he was a relative of the person who had closed the road and if this road would be closed during the upcoming public hearing. Chairman Thomas responded that if the litigation is settled by the hearing date, this road would be discussed at the hearing.

Ms. Donna Harrison stated that she owns land behind Mr. Kirk's and would like access to her property through Gap Road. She stated that the County has graded Gap Road in the past.

Mr. Brandon Young, Attorney, spoke with the Board on behalf of the Bakers who own the property where Gap Road begins. He stated that the litigation has nothing to do with whether the road is a "County Maintained Road", that this is two separate issues. Chairman Thomas informed him that this was a Board's decision to decline to discuss it until the litigation was settled. Mr. Young stated that he has a letter from Judge Register informing Mr. Kirk's attorney that Mr. Kirk and Mr. Hayes do not have access to their property through Mr. Baker's property and that an order will be coming to that effect.

Mrs. Susan Hudson informed the Board that her driveway named "Cypress Trace" is listed on the County Maintained Road List. She requested that it be removed since it is a private drive and suggested that in the future, the Board needs to hold a public hearing and ask for input before placing a

road or drive on the official list. Chairman Thomas advised that this was done in error and would be taken care of at the upcoming public hearing.

Mr. Bob Jones stated that his driveway named "Confederate Way" was also on the map of County Maintained Roads. He asked for it to be removed since it is also private and not maintained by the County. Commissioner Williams offered a motion to verify this and add this to the list for the public hearing with Commissioner King offering a second. The motion passed unanimously.

Mr. Hal Kirk questioned Commissioner King regarding previous statements made regarding Gap Road.

Commissioner Williams offered a motion to adjourn. The motion died for lack of a second.

Commissioner Music informed the Board that the Library would like to place a plaque in the library to honor Mr. Joe Clark who is a great supporter of the Library. Chairman Thomas advised that the Library Board could do that if they wished.

Commissioner King stated that he had his list of items for the surplus sale. Chairman Thomas responded that if everyone would get their list it could be taken care of at the next meeting.

Commissioner Music informed the Board that his grader is in the shop and that he is having complaints about the condition of his roads. Commissioner Williams offered to loan one of his until the grader was returned from the shop.

Commissioner Merchant offered a motion to adjourn with Commissioner Music offering a second. The motion passed unanimously.

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Clerk

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Chairman