

December 15, 2008  
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 Ron Monk, Commissioner Jim King, Commissioner Phillip Music, Commissioner Monty Merchant, Chairman of the Board.

Mr. Greg Wood, County Administrator, was present.

Mr. Brandon Young, County Attorney, was present.

Angie Jonas, Deputy Clerk, was present and kept the minutes.

Chairman Merchant opened the meeting with the prayer and pledge.

Commissioner Music made a motion to open the Public Hearing. Commissioner King seconded the motion. The motion passed unanimously.

Pursuant to Public Notice, the Board held a Public Hearing to consider the adoption of the Capital Improvements Element (CIE) Ordinance #08-07. Previously, the Board held the first reading and discussed changes. Ms. McDaniel stated that the following changes had been made: in Section 2.2 the addition that entities will show financially feasible projects for a five year period of time with funding sources being committed for years one through three, in Objective six that the County will adopt Capital Improvement projects from other agencies by reference, and in objective seven that the County also would implement school concurrency by managing the timing of residential subdivision approvals, site plans or their functional equivalent to ensure adequate school capacity is available consistent with adopted standards for school concurrency. Commissioner King asked why infrastructure projects were not included by the entities. Ms. McDaniel stated that it was unclear why they had not applied for infrastructure projects, but that she had listed the projects that had been submitted to her. Administrator Wood asked that the sewage treatment facility in Ponce de Leon be added as a capital improvement project. She clarified that this CIE will be updated each December and submitted to the State. Commissioner King made a motion to review, adopt and transmit CPA 2008-03 to the Department of Community Affairs composed of ordinance #08-07 and attachments to amend Volume II of the Holmes County Comprehensive Plan, as amended; amending Chapter 2.8 of the Capital Improvements Element. Commissioner Music seconded the motion. The motion passed with Commissioner Monk voting no, and all others voting yes.

(Ordinance 08-07)

Ms. Michele McDaniel, Planner, read the Planning Commission Guideline Ordinance into record. Previously, the Board had asked Ms. McDaniel to allow the Planning Commission to review the ordinance and give recommendations. Included in this ordinance were guidelines for member appointments that were outlined and to be included in the land development code. She stated that the Commission had reviewed the ordinance and approved it with a 3-1 vote. She also advised that Mr. Hubert Hendrix and Mr. Carlton Treadwell wanted it to be noted to the Board that they objected to the wording on page three, line twenty three that “the Planning Commission member only reside in the County, and not within any particular district” and also the addition of the phrase “No member shall be a paid or elected employee of the County”. Ms. McDaniel explained that previously it had been discussed whether it may be a conflict of interest for an employee or official to serve in this capacity as they may have information that members of the general public may not. Attorney Young advised that although it was not against the law for them to serve on the Commission, it may be viewed as an impropriety for an official or employee to serve. Commissioner Williams stated that he felt each district should have representation to eliminate the possibility of the Commission having all members coming from one area of the County. The following citizens spoke regarding this ordinance:

Mr. Hubert Hendrix  
Mr. Hilton Meadows  
Mr. James Martin

Ms. McDaniel asked the Board whether she should make any changes to the ordinance before the Public Hearing next month. Commissioner King made a motion to approve the first reading of the ordinance and to leave the ordinance “as it is” until the next hearing. Commissioner Music seconded the motion. The motion passed unanimously.

Commissioner Williams made a motion to approve the following consent items:

November 18, 2008 Special Session Minutes  
November 25, 2008 Regular Session Minutes  
Inmate Healthcare Services Contract  
Miscellaneous Appropriations Agreement-Holmes Council on Aging  
District One-Lease Agreement  
911 Maintenance Grant Application  
Son in Law Road SCOP Project Pay Request

Commissioner Music seconded the motion. The motion passed unanimously.

Ms. Michele McDaniel, Planner, presented the Planning Commission term synchronization agenda item. She stated that currently the terms of the Planning Commission members and Board of

Commissioners do not run concurrently. She explained that Boards in surrounding counties appoint their Planning Commission members concurrently with the election of the Commissioners. She also noted that Commissioners King, Music and Monk would be choosing their nominations to the Commission in January should the change be adopted. Commissioner Williams made a motion to approve synchronization of the Board of Commissioners and Planning Commission member terms. Commissioner Music seconded the motion. The motion passed unanimously.

The Board discussed the EMS Resolution agenda item. Administrator Wood explained that the EMS Department would like to apply for a grant to replace some older equipment and to purchase items such as reflective safety vests which are now a requirement of the Department of Transportation (DOT). He stated that it is a requirement of the application to pass a resolution. Commissioner King made a motion to apply for the grant in the amount of \$12,434.00. Commissioner Music seconded the motion. The motion passed unanimously.

(Resolution 08-18)

The Board discussed the 911 Department request to purchase GIS Equipment. Mr. Clint Erickson, 911 Director, asked the Board to allow him to purchase new equipment and for upgrades for the 911 Mapping and Addressing Department in the amount of \$4,166.00. He stated that funds are available in his budget under Capital Outlay. He also stated that the equipment and upgrades should be good for at least three to five years. Commissioner King made a motion to proceed with the equipment purchase. Commissioner Music seconded the motion. The motion passed unanimously.

(Quotes)

Administrator Wood updated the Board regarding the Courthouse asbestos abatement project. He stated that he and the Administrative Assistant will be temporarily relocating to the Gulf Power Building and that Ms. Michele McDaniel, Planner, will be relocating to the Building Department. He explained that the second floor project will last approximately two weeks and that the Finance Office should be completed over a weekend.

Administrator Wood updated the Board regarding the Arthropod Department. He stated that he had received two achievement certificates as Arthropod Director. He also stated that there are some upcoming training courses in January and that grant funding could be utilized for him to attend. Commissioner King made a motion to approve Administrator Wood to attend the training. Commissioner Music seconded the motion. The motion passed unanimously.

(Certificates)

Administrator Wood updated the Board regarding the water leak at Dogwood Lakes. He stated that the dive work had been completed last week, and that a pipe under the dam is in need of repair. Administrator Wood stated that the system is in serious need of repair, and that he would work with Commissioner Monk to make the repairs which would be paid by Boater Improvement Funds.

The Board discussed closing offices early for Board employees on Christmas Eve. Administrator Wood stated that the Tax Collector & Property Appraiser Offices will close at noon and that the Clerk of Court is closing at two o'clock or earlier as well. He asked if it would be allowable for Board employees to also close at two o'clock. Commissioner King made a motion to approve this request. Commissioner Music seconded the motion. The motion passed unanimously.

Sheriff Dennis Lee stated that he will be adopting the Board's Sick Leave Policy which allows employees to be paid for sick time on the books when employment is terminated. He advised that some current employees would not have jobs with the new administration and that funds were in his budget for this based on those that have been let go so far. Sheriff Lee reiterated that the money would be coming out of his budget.

Commissioner Monk revisited the District One Road Department yard lease agreement. He asked whether the County is currently leasing any other properties for Road Department use and also if it would be a possibility to buy the property rather than lease. Commissioner King stated that Mrs. Sconiers would not like to sell the property. No action was taken on this item.

Commissioner King asked what the duration is for the 177A project. Administrator Wood stated that he was unsure, but that he would look at the contract.

Attorney Brandon Young offered his resignation. He stated that he had been offered the Lead Felony Prosecutor position under incoming State Attorney Glenn Hess' administration. He stated that he would be available until January 16, 2008 to assist the County with the transition in cases such as Shoo Fly Bridge. He also advised that the actual case for Shoo Fly Bridge had not been filed but that it was ready to file and would be passed to the Board's new attorney.

There being no further business, the meeting was adjourned.

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Clerk

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Chairman