

June 24, 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 Monty Merchant, Commissioner Jim King, Commissioner Phillip Music, and Commissioner Raymon Thomas, Chairman of the Board.

Mr. Greg Wood, County Administrator, was present.

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

Chairman Thomas opened the meeting with the prayer and pledge.

Pursuant to public notice, the Board held a meeting to consider adoption of the Mobile Home Parks Ordinance. This ordinance, if adopted, would amend the land development code in order to regulate the development of mobile home parks by addressing items such as street development. Under this ordinance, paved street width inside the designated park area will be nine feet and designated as "one-way". Ms. Michele McDaniel stated that the ordinance had been revised so that it adopts State statutes by reference, meaning that any changes at the State level are implied as changes at the County level concurrently. Administrator Wood stated that the ordinance would be a "checklist" for the development of mobile home parks. Commissioner Merchant made a motion to adopt the ordinance. Commissioner Music seconded the motion. The motion passed unanimously.

(Ordinance 08-03)

The Board discussed the consent items. Administrator Wood stated that there had been a revision to the June 10, Regular Session minutes because there had been some confusion regarding the air conditioning bid. Commissioner Merchant stated that he would also like clarification regarding the Second Memorandum of Agreement Rural Area of Critical Economic Concern (RACEC) Catalyst Project. Chairman Thomas explained that this is an agreement between the Office of Tourism, Enterprise Florida and the County regarding the megasite located in Calhoun County. He stated that by signing the agreement, the County would have no financial obligation, but would be entitled to a small portion of the increased ad valorem tax revenue as it is generated by development of the megasite. Commissioner Williams made a motion to approve the following consent items with the exception of the June 10, 2008 Regular Session Minutes:

June 10, 2008 Regular Session Minutes

Metric Engineering Invoice-CR 177A

C.W. Roberts Request for payment-Robin Hood Lane/CR162

Budget Amendment #3

Hatch Mott MacDonald-911 Center dispatch building  
 Second Memorandum of Agreement RACEC Catalyst Project  
 Tourist Development Expenditures  
 Certification of Participation-JAG Grant

Commissioner Music seconded the motion. The motion passed unanimously.

Mr. Danny Powell, President of P & P Heating and Cooling stated that he had read in the newspaper last week that his company had been awarded the bid to repair the air conditioning system at the Emergency Operations Center (EOC) and that he had not been contacted regarding the award. He also stated that he had knowledge that Wayne's Heating and Air Conditioning had actually done the repair. He presented information to the Board regarding the system and repairs. He stated part of the confusion was resolved with the discovery that the system cover plates had been switched out between the two units, meaning the three ton unit had a four ton cover plate and vice versa. He apologized for the error and stated that his company stands behind its work. Chairman Thomas clarified that the newspaper had reported the bid award and several other items containing errors. He asked that Mr. Powell leave the Board copies of the information that he had been presenting, so that he can further examine the information. Mr. Powell asked the Board to contact him in the future if indeed he is awarded a bid.

Commissioner Merchant stated that he would like Mr. Eddie Whitehurst, Project Manager, to assist in resolving County repair issues. Chairman Thomas stated that Mr. Whitehurst is already working beyond his pay scale and that he would not be in support of this action. Commissioner Williams stated that he would like to revisit Mr. Whitehurst's pay after the State Housing Initiative Program (SHIP) program monies arrive. Commissioner Merchant stated that he would like Mr. Whitehurst to act in that capacity, should any issue arise between now and July. No action was taken on this item.

The Board discussed the June 10, 2008 Regular Session Minutes. Commissioner Merchant made a motion to approve the minutes as revised. Commissioner Williams seconded the motion. The motion passed unanimously.

Chairman Thomas opened the sealed bids for the Emergency Operations Center. The following bids were submitted:

<u>Contractor</u>	<u>Base Bid (EOC)</u>	<u>Alternate Bid (911 Addition)</u>
I-C Contractors, Panama City	847,148.15 (tax included)	122,172.04 (tax not included)
Strickland Construction, Panama City	671,946.00 (tax not included)	109,120.00 (tax not included)
Hogan Construction, Crestview	798,704.00 (tax not included)	114,896.00 (tax not included)
CSI Concrete Services, Quincy	696,154.00 (tax not included)	130,158.00 (tax not included)
Whiterock & Associates, Dothan, AL	719,900.00 (tax not included)	108,000.00 (tax not included)

Mrs. Wanda Stafford, Emergency Management Director, stated that Mr. David Skipper, Engineer of Hatch Mott MacDonald, had provided her with a figure of \$830,406.00 available for construction. This figure is pending the arrival of remaining Hazard Mitigation Grant Program (HMGP) funds and includes the costs paid to Mr. Skipper. Administrator Wood clarified that the County would be direct purchasing the items for the project so that sales tax can be avoided. Commissioner King made a motion to award the low bid contingent upon the review by the Engineer. Commissioner Music seconded the motion. The motion passed unanimously.

(Bids)

Mr. Harry Bell, Tax Collector, stated that the driver's license office will be closing June 27 due to the State's cutback of facilities monies. He stated that he had spoken to Ms. Lambert, Director of Drivers' License, and had reached an agreement to house the Drivers' License office staff inside the Tax Collector's Office in order to keep services in Holmes County.

Mrs. Nikki Crawson, 4-H Youth Development Agent, gave a computer presentation highlighting the Holmes County 4-H Program. The Board commended her for her work on this project.

(Report)

Mrs. Wanda Stafford, Emergency Management Director, presented information from the recent Governor's Hurricane conference themed "Maintaining the vigil while preparing for the inevitable", that she and Mrs. Tiffany Majors, Program Administrator, had recently attended. She stated that the conference included training sessions, workshops and a tour of the National Hurricane Center.

Mr. Bob Jones, Grants Administrator, presented the Board with a brief outline of potential projects for Community Development Block Grant funds. He suggested paving another section of Rum Road and suggested building a fire station for Gritney Fire Department. He asked the Board to allow him to apply for grant money for these projects. He stated approximately \$45,000.00 would be the needed County contribution over a two year period of time as matching funds. He also stated that he would do the application at no cost to the County. Administrator Wood asked whether the County owned the plans for the Pittman Fire Department so that they can be used to build the Gritney Fire Department as well. Mr. Jones stated that he was unsure, and that the County should seek the advice of the attorney. Commissioner King made a motion to "give Mr. Jones the job". Commissioner Music seconded the motion. The motion passed unanimously.

Administrator Wood asked the Board to consider whether to increase the garbage franchise fee. No action was taken on this item.

Administrator Wood stated that several Counties in the area have gone to a four day work week due to increasing costs, and asked the Board to consider whether to do so as well. He stated that the change, if considered, would possibly affect the following departments: Extension Office, the 911 Department and Emergency Management. He stated that he would like more suggestions regarding ways to conserve funds and energy. Commissioner Williams expressed concern regarding the availability of taxpayer services. The Board agreed that workshops should be held in order to hear the public regarding this issue. Administrator Wood asked the Board for tentative meeting times. The Board agreed to meet at 6:00 p.m., Thursday July 10 for “the other side of the river” and 6:00 p.m., Thursday July 24 at the regular meeting room.

Administrator Wood stated that a workshop is needed to discuss Inmate services with the Holmes Correctional Institution Warden and Assistant Warden, and asked the Board for tentative dates. No date was set.

Administrator Wood stated that Sherry Fitzpatrick, Administrative Assistant, will be taking next Monday and Tuesday off. He asked the Board whether to hire a temporary person for those two days. Chairman Thomas stated Ms. Michele McDaniel, Planner, can answer the telephones for those two days. The Board agreed.

The Board discussed the upcoming Budget workshops and the current deadlines. Administrator Wood stated that all department head budgets had been turned in to the Finance office.

Commissioner Merchant stated that all of the rock had been put down on the Rum Road project.

Commissioner Merchant stated that the parks are in serious need of maintenance. Administrator Wood stated that more discussion will take place in the upcoming Prison meeting. Commissioner King stated that the vandalism at the Highway 79 Park has increased and that action needs to be taken to clean up or tear down the park. No action was taken on this item.

Commissioner King stated that he had asked Mr. Hubert Hendrix, Shop Foreman, to look at a “cherry picker” that is for sale. He stated that the equipment is owned by Mr. John Lawlor, and that the price is \$3,500.00. He also stated that, in his opinion, the equipment is worth the asking price and that it can be used for both trimming tree limbs and changing out hard to reach lights. He stated that the equipment could be maintained by the Shop as well. Commissioner King made a motion to purchase the Cherry Picker for \$3,500.00. Commissioner Music seconded the motion. The motion passed unanimously.

Chairman Thomas asked whether to discuss the District Four water cooler purchase. Commissioner Williams stated that the issue had been handled. No further discussion followed.

Mrs. Wanda Stafford asked clarification regarding the EOC bids, specifically whether the 911 portion would be included. Chairman Thomas stated that the motion was to include only the lowest bid for the EOC portion of the building.

Commissioner Merchant asked whether the 911 portion of the building would need to be reengineered if the 911 portion of the building is completed at a later time. Chairman Thomas stated that if the 911 portion is added at a later time and is completed through a Government program; yes the building would need to be reengineered. Administrator Wood clarified that if the County re-bids the project it will need to be reengineered, if the County does the project itself, the current engineering should be sufficient. Commissioner Williams asked whether the funding for the 911 portion of the building can be sought through the company that could possibly be funding the County bridge projects. Chairman Thomas stated that this may be a possibility. No action was taken on this item.

Mrs. Lory Wood, citizen, stated that she had been contacted by a representative of the Agency of Healthcare Administration asking whether Holmes County would be willing to be the lead applicant for an Office of Tourism, Trade and Economic Development grant. The Board agreed.

There being no further business, the meeting was adjourned.

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Clerk

Chairman