

March 25, 2008  
Regular Session  
Bonifay, Florida

The Holmes County Board of Commissioner 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, Commissioner Raymon Thomas, 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 Thomas opened the meeting with the prayer and pledge.

Pursuant to public notice, the Board held a meeting to conduct the first reading of the Public Schools Ordinance 2007-11. This ordinance would amend volume two of the year 2010 Comprehensive Plan by allowing for public schools concurrency management and inter-local coordination element as required by the Department of Community Affairs (DCA). Commissioner Music made a motion to adopt ordinance 2007-11. The motion died for lack of a second. Chairman Thomas explained that the ordinance was not able to be adopted at this time as this was just the first reading, and more public hearings would follow.

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

March 5, 2008 Special Session Minutes

March 11, 2008 Regular Session Minutes

Commissioner Music seconded the motion. The motion passed unanimously.

Chairman Thomas read a Proclamation for the Cedar Springs Assembly of God Church, which congratulated the church on its eighty year anniversary and commended the church for its dedication of service to the County. Commissioner King made a motion for the Chairman to sign the Proclamation. Commissioner Merchant seconded the motion. The motion passed unanimously.

(Proclamation)

The Board discussed the treatment agreement for the Health Department with Cross Country Exterminators for termite control. The amount of the contract is \$225.05, which would begin in April 20, 2008 and extend through 2009. Chairman Thomas stated that the contract did not include a damage

clause since the building already had substantial prior damages. Commissioner King made a motion to renew the termite policy with Cross Country Exterminators. Commissioner Music seconded the motion. The motion passed unanimously.

The Board discussed the recommendations of the \$12.50 Surcharge Committee for equipment purchases. Chairman Thomas read the following purchases for approval to the Board:

|  |            |
|--|------------|
| 6- Handheld radios for the Westville Volunteer Fire Department                               | \$2,460.00 |
| 1- Mobile VHF 32 channel radio w/ antenna for District 2 van                                 | 580.00     |
| 1- UHF and 1 VHF mobile radio for County Administrator's vehicle                             | 1,205.00   |
| Reimbursement to the Emergency Management Department for moving dispatch to City of Bonifay. | 5,828.00   |

Commissioner King made a motion to approve all of the requests as approved by the \$12.50 Surcharge Committee. Commissioner Music seconded the motion. The motion passed unanimously.

Mrs. Wanda Stafford, Emergency Management Director, stated that previously awarded Emergency Management Preparedness and Assistance (EMPA) competitive grant program funds in the amount of \$75,992.00 needed to be used by June 1, 2008, or the State would require those funds to be returned. She asked the Board to allow for the purchase of one new weather transmitter and generator for the Prosperity radio tower site. She stated that she had requested quotes from the two National Weather Service (NWS) approved vendors as follows:

|                                   |                        |
|-----------------------------------|------------------------|
| Crown Broadcast                   | Would not submit quote |
| Armstrong Transmitter Corporation | \$70,700.00            |

Mrs. Stafford clarified that the quoted price did not include the cost of installing the concrete slab or the 250 pound propane tank that would be needed at the site as well; however she stated that it would be more cost effective for the County to install those two items itself with remaining grant funds. Commissioner Music made a motion to award the contract to Armstrong Transmitter Corporation. Commissioner Williams seconded the motion. The motion passed unanimously.

(Quote)

Chairman Thomas opened the sealed bids for County-use asphalt. The following contractors submitted bids:

**Gum Creek Farms**

Sand Asphalt    Type 2 Asphalt    SP 9.5/12.5    S1 Surface    Cold Mix

|  |         |       |       |       |       |
|--|---------|-------|-------|-------|-------|
| Price/ton                              | \$78.00 | 78.00 | 78.00 | 78.00 | 78.00 |
| Bid Alt. A-price/ton<br>(asphalt only) | \$58.00 | 58.00 | 58.00 | 58.00 | 58.00 |
| Bid Alt. B (w/ spreading)              | \$74.00 | 74.00 | 74.00 | 74.00 | 74.00 |
| Transportation Costs                   | \$ 6.00 | 6.00  | 6.00  | 6.00  | 6.00  |

**C.W. Roberts Contracting, Inc.**

|  | <u>Sand Asphalt</u> | <u>Type 2 Asphalt</u> | <u>SP 9.5/12.5</u> | <u>S1 Surface</u> | <u>Cold Mix</u> |
|--|---------------------|-----------------------|--------------------|-------------------|-----------------|
| Price/ton                              | \$n/a               | 76.00                 | 76.00              | 76.00             | n/a             |
| Bid Alt. A-price/ton<br>(asphalt only) | \$n/a               | 52.00                 | 52.00              | 52.00             | n/a             |
| Bid Alt. B (w/ spreading)              | \$n/a               | 70.00                 | 70.00              | 70.00             | n/a             |
| Transportation Costs                   | \$n/a               | 6.00                  | 6.00               | 6.00              | n/a             |

Commissioner Merchant made a motion to go with the low bidder, C.W. Roberts. Commissioner Music seconded the motion. The motion passed unanimously.

(Bid Sheets)

Captain Greg Yancey presented information from Montgomery Technology Systems regarding the control panel upgrade at the Jail. He stated that the panels that the Jail is currently using are in need of upgrade as vendors are not able to provide parts for the current panels and the contract costs for maintaining the panels have increased significantly. He asked the Board to consider authorizing the purchase of upgraded equipment. The Board asked Captain Yancey to gather more information regarding warranties and service contracts and other companies' products as well. He stated that he would be bringing the information back to a later meeting.

Ms. Michele McDaniel, Planner, stated that the Home Expo will be taking place June 7, 2008 from 9:00 a.m-2:00 p.m. She stated that the Expo will be featuring seminars, exhibitor booths with information regarding low cost housing and on site lenders. She asked the Board to authorize the Planning and Building Departments to each spend \$25.00 toward the cost of a shared booth rental during the Expo. Commissioner King made a motion to approve the spending of \$50.00 for the booth rental. Commissioner Music seconded the motion. The motion passed unanimously.

Administrator Wood stated that Ms. McDaniel will be taking over the State Housing Initiative Program (SHIP) effective June 1, 2008.

Administrator Wood presented the road sign amnesty policy for the month of April. He asked the Board to allow him to utilize the policy in an effort to recover County road signs. He stated that the

policy would grant amnesty to anyone returning road signs to the Road Department or Recycling Center. Commissioner Williams asked that area schools receive information of the upcoming event. Commissioner Williams made a motion to allow Administrator Wood to proceed with the policy. Commissioner Music seconded the motion. The motion passed unanimously.

(Sign Amnesty Policy)

Administrator Wood presented the Board with another draft of a rain day policy. Chairman Thomas asked the Board if they would like to review the policy and return with comments. The Board agreed.

(Draft rain day policy)

Administrator Wood stated that occupational license and code enforcement topics needed to be discussed, and since these topics are quite involved, he asked the Board whether to hold a workshop to discuss them. The Board agreed, however, no date was set.

Administrator Wood updated the Board regarding the Arthropod program. He stated that a “mosquito fish program” will begin soon with the assistance of County 4-H. He also stated that the County provides mosquito control service to several areas including Bonifay, Westville, Ponce de Leon, and Dogwood Lakes and is also offering services to Esto and Noma if they choose to participate in the program. He stated that the fees for mosquito control had not increased in several years and asked the Board to authorize an increase of ten percent in order to cover costs. Commissioner Williams made a motion to approve the ten percent increase for the mosquito control service. Commissioner Music seconded the motion. The motion passed unanimously.

(Fee Sheet)

Administrator Wood stated that the “as built” survey needed to be submitted to the Department of Environmental Protection (DEP) for D.D. Eldridge Park. He stated that the quote from Hatch Mott MacDonald to complete the survey is \$3788.00. Commissioner Merchant made a motion to authorize the Hatch Mott MacDonald to draw up the “as-built” survey which includes the mapping of improvements, utilities markings and electrical for DEP. Commissioner King seconded the motion. The motion passed unanimously.

(Invoice)

Administrator Wood asked the Board to authorize the Chairman to sign the contract with

Bullard Construction for the CR 81A project. Commissioner King made a motion for the Chairman to sign the contract. Commissioner Merchant seconded the motion. The motion passed unanimously.

(Contract)

Administrator Wood asked the Board for feedback regarding the proposed grader bid specifications he had prepared. He asked whether to add a section regarding the cost of maintenance once a grader reaches 250 hours of use. The Board agreed. Commissioner Williams stated that he would like a section to be added to the form to bid five units as well as eight units. The Board agreed. Commissioner Williams made a motion to make the changes as the Board requested and then go out for bids. Commissioner Music seconded the motion. The motion passed unanimously.

(Draft of specifications)

Administrator Wood updated the Board regarding the county road rankings for Small County Road Assistance Program (SCRAP) and Small County Outreach Program (SCOP) submissions. Previously, the Board had asked that Administrator Wood and Mr. David Skipper, Engineer of Hatch Mott MacDonald, go out into the County and rank prospective road projects. Once completed, the Board will use the rankings to decide which road projects should be submitted to the State for SCRAP and SCOP funds. He stated that CR 173 South had been omitted in error. The Board agreed that the ranking should include CR 173 South and that this item would be revisited when this ranking was completed.

The Board discussed the engineered drawing for the Rum Road project. Chairman Thomas stated that the Department of Transportation (DOT) requires an engineered drawing for the changes that have been made to the Rum Road project. Commissioner Merchant made a motion to negotiate with Chastain Skillman and other involved parties for the cost of the engineered drawing. Commissioner Music seconded the motion. The motion passed unanimously.

Commissioner Williams stated that he had received an email from the State in regard to equipment mutual aid from DOT for road repairs from the recent flood damage. Mrs. Wanda Stafford clarified that FEMA had not declared Holmes County a disaster area but has offered mutual aid with DOT for equipment use.

Mrs. Wanda Stafford updated the Board regarding previous disaster aid work that had been done with FEMA funds. She stated that final inspections would begin this week.

Commissioner Williams asked for an update on the dump truck rotation program. Chairman Thomas stated that he had not yet received information from the dealership in Tallahassee.

Commissioner Williams asked the Board to allow him to deliver some dirt to Mr. Woodham on Highway 79 in order to help stabilize a ditch near his business. He stated that he was currently researching the ingress and egress to the property and that DOT has stated that it doesn't belong to them. Chairman Thomas clarified that once ingress and egress is determined, the Board would like Mr. Woodham to commit to use some method to keep the dirt from washing away. The Board agreed. Commissioner Music made a motion to allow the delivery of the dirt. Commissioner King seconded the motion. The motion passed unanimously.

Mr. Leeland O'Quinn, citizen, stated that there is a traffic speed control issue on Rob Forehand and Foxworth Roads. Administrator Wood stated that Mr. O'Quinn should contact the Sheriff.

Mr. O'Quinn stated that the Road Department is currently assisting him to fix his driveway. He asked the Board to deliver some rock to further stabilize the driveway. Commissioner Williams explained that rock could be delivered if Mr. O'Quinn would pay for the cost of the rock and the fuel charge. He also stated that the cost of the rocks and fuel is variable and that the Board would revisit his request when the dirt work had been completed.

The Board discussed the proposed milling agreement between the Department of Transportation (DOT) and the County. Commissioner Merchant stated that the DOT agreed to trade one load of milling for every two loads of dirt. Commissioner Merchant stated that since approximately 200 loads of dirt would be coming out of the District Two dirt pit, District Two would be short of dirt. The Board agreed to assist with the deficit. Commissioner Music made a motion to enter into the agreement with DOT to exchange two loads of County dirt for every load of milled asphalt from DOT. Commissioner Williams seconded the motion. The motion passed unanimously.

(Agreement)

Commissioner Merchant stated that the Easter Egg Hunt held at D.D. Eldridge Park was a great success with over 200 children participating in the festivities. He stated that Mr. Eddie Whitehurst has done a great job so far and that the park should be completely finished in a couple of weeks.

Commissioner Merchant thanked Commissioner King for riding along with the Federal Emergency Management Agency (FEMA) during recent inspections. He also thanked the Road Department crews for their hard work during the Rum Road project.

Commissioner King stated that Mr. Harold Griffin has some old hog pens and that he will allow the Road Department to have the block from the pens for erosion control. He asked the Board to allow him to secure the easement for the block removal project. Administrator Wood stated that perhaps the

United States Department of Agriculture (USDA) could provide some materials to the County for this erosion project. He also stated that Commissioner King could pursue the easement.

Chairman Thomas stated that he had received a request from the Ms. LaVonne Tardif of the Historical Society to allow Mr. Clint Erickson of the 911 mapping and Addressing Department to create a map of historical sites in Holmes County. Commissioner Merchant made a motion to allow Mr. Erickson to create the map for the Historical Society. Commissioner Music seconded the motion. The motion passed unanimously.

Chairman Thomas stated that there is a need for an ordinance to require companies installing cell towers in the area to reserve space for government antennas. He stated that he would like Administrator Wood to draft the ordinance. Commissioner Williams made a motion to allow Administrator Wood to draft an ordinance regarding cell tower and government antenna space. Commissioner Music seconded the motion.

Chairman Thomas stated that he had received a request from Gritney Fire Department for various expenses. He stated that he needs to gather more information on the request and that he would bring it back to the Board at a later date. The Board agreed.

Commissioner King asked what the progress was for the Gritney Fire Department building. Administrator Wood stated that Community Development Block Grant (CDBG) funds would be sought after the completion of the Rum Road Project.

Chairman Thomas stated that there is a need for a sewer sludge disposal ordinance. He stated that he would like Administrator Wood to draft an ordinance for this issue. The Board agreed.

Commissioner Williams asked for an update regarding the Agri-Tourism projects such as the corn maze that had previously been mentioned. Chairman Thomas stated that the projects were still in the works. He stated that he hoped to be in contact with the agents soon.

Attorney Brandon Young stated that he had just completed the audit letter for the year and that the County was not currently engaged in any active litigation.

Attorney Brandon Young updated the Board regarding the Shoefly Bridge incident. He stated that there is a meeting scheduled for Thursday with all interested parties and that he would be able to finish up the complaint at that time.

Mr. Benny Little, citizen, asked the Board what progress had been made on the litter control

ordinances. Administrator Wood stated that ordinances regarding occupational licensing of junk yards as well as other litter control ordinances are in progress. Mr. Little stated that it would be favorable to move forward with those ordinances since the Board had been looking at Agri-Tourism projects.

Mr. John Little, citizen, asked what the procedure would be to bring an issue before the Board, specifically, whether citizens' issues needed to be brought before the Board by way of workshops. Administrator Wood stated that most citizens' requests could be accommodated during a regular Board meeting by calling the Administrator's Office and asking to have items placed on the agenda for discussion. He stated that the deadline for such requests is Thursday morning prior to each regularly scheduled meeting.

Mr. Wayne Powell, citizen, asked the Board if the County Road Department Shop is responsible for maintaining County vehicles. Administrator Wood stated that Road Department and Ambulance Department vehicles are serviced at the shop; however the Sheriff's Department vehicles are serviced by the Prison shop.

Mr. Wayne Powell asked whether Jack Brown Road in Ponce de Leon was ever closed. Commissioner King stated that the road had been closed.

Commissioner Music made a motion to adjourn the meeting. Commissioner Williams seconded the motion. The motion passed unanimously

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Clerk

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Chairman



