

May 27, 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, and 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 public hearing for several ordinances.

The Board discussed the adoption and transmission of the Scott Road Ordinance and Comprehensive Plan Amendment. Previously, Chairman Thomas read the proposed Scott Road Ordinance 2007-12 also known as CPA 2008-01A, which would amend volume three of the year 2010 Comprehensive Plan. This proposed ordinance, if adopted, would change the future land use category from agricultural use to low density residential use for a 21.213 +/- acre parcel of property located on Scott Road. Ms. Michele McDaniel, Planner, stated that there was not an Objection, Recommendation and Comments (ORC) report from the Department of Community Affairs (DCA) and noted slight change from original draft. She stated that the West Florida Regional Planning Council (WFRPC) had initially referenced the incorrect parcel number and that the correction had been made to reflect this change. Since the parcel number change had been made before recording, DCA was agreeable to the change. Commissioner Music made a motion to adopt and transmit to DCA. Commissioner Williams seconded the motion. The motion passed unanimously.

(Ordinance 2007-12, CPA 2008-01A)

The Board discussed adoption and transmission of the Mezzaluna Springs Ordinance and Comprehensive Plan Amendment. Previously, Chairman Thomas read the proposed Mezzaluna Springs Ordinance 2007-13 also known as CPA 2008-01B, which would amend volume three of the year 2010 Comprehensive Plan. This proposed ordinance, if adopted, would change the future land use category from agricultural use to planned unit development allowing for a density of two dwelling units per acre for a 160.46 +/- acre parcel of property located on Highway 181. Ms. Michele McDaniel stated that there had been changes to the ordinance which included putting the 32.63 acres of wetlands into the designation of "conservation" on the future land use map, a special area plan (SAP) and numerical corrections on page two of the staff analysis. Nolan Baker, Engineer of CDG Engineers and Associates,

spoke regarding the sewer and water capacity for this project. Commissioner Merchant made a motion to adopt and transmit to DCA. Commissioner Music seconded the motion. The motion passed unanimously.

(Ordinance 2007-13, CPA 2008-01B)

The Board discussed the adoption and transmission of the Crossroads Text Ordinance and Comprehensive Plan Amendment. Previously, Chairman Thomas read the proposed Crossroads Text Ordinance 2007-14 also known as CPA 2008-01C, which would amend volume two of the year 2010 Comprehensive Plan. This proposed ordinance, if adopted, would add street frontage footage requirements and driveway requirements as per the Florida Department of Transportation standards. Ms. Michele McDaniel stated that DCA had not recommended any changes for the Crossroads Text Amendment. She stated that this amendment does not affect all crossroads, just a list of about fifteen to twenty. Commissioner Music made a motion to adopt and transmit to DCA. Commissioner Williams seconded the motion. The motion passed unanimously.

(Ordinance 2007-14, CPA 2008-01C)

Chairman Thomas closed the public hearing for all of the ordinances.

Chairman Thomas stated that the Mobile Home Parks Ordinance item had been pulled from the agenda.

Ms. Michele McDaniel stated that due to changes required by DCA, Mr. Alan Gray of the WFRPC will be presenting the revised Public Schools Element and Interlocal Agreement in an upcoming public hearing. She stated that a new first reading will occur in order to lessen confusion. She also clarified that due to the nature of the change; the attorneys at DCA have advised that it is not necessary for all of the involved parties to resign the document. She read the proposed Agreement. No action was taken on this item.

(Draft Ordinance 2007-11)

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

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Miscellaneous Appropriations Agreement-Chamber of Commerce  
Ship Satisfaction of Mortgage-Brownell  
Family Leave Act Statement for Employee Policy Manual

Commissioner Merchant seconded the motion. The motion passed unanimously.

Ms. Michele McDaniel asked the Board to consider the approval of the appointment of Mr. Tony Dodd to the Planning Commission due to the resignation of Mr. Rusty Williams. Commissioner Williams made a motion to approve the nomination. Commissioner Music seconded the motion. The motion passed unanimously.

The Board discussed the Chipola Workforce Development Board reappointment of Ms. Debbie Kolmetz and the resignation of Mr. Tom Jenkins. Chairman Thomas read a letter that stated that with the reappointment of Ms. Kolmetz, there is still a private sector vacancy on the Workforce Development Board. Commissioner King made a motion to reappoint Ms. Debbie Kolmetz. Commissioner Merchant seconded the motion. The motion passed unanimously. Chairman Thomas asked the Board to bring back a list of candidates and appointment categories to the next meeting. The Board agreed.

(Letter)

The Board discussed the Employee Policy and Procedure Manual. Chairman Thomas stated that the Clerk's Office had submitted a list of concerns regarding the policy to be adopted. Administrator Wood advised that all items except #5 regarding the "leave cash-in payment" had been corrected. The Board discussed the "paid time off" section of the policy manual. He asked the Board whether to keep the "leave payout" at the end of the calendar year. The Board agreed.

The Board discussed the Employee Policy and Procedure Manual section regarding the time donation policy. Chairman Thomas asked the Board to consider the increment in which time donations can be contributed. Currently, employees may donate time to fellow coworkers in any amount. Commissioner Williams stated that he would like the policy to specify that time may be donated in one hour increments. The Board agreed.

The Board discussed the Employee Policy and Procedure Manual section regarding the length of time that written reprimand and council warnings for employee misconduct may be kept in an employee file. Administrator Wood stated that the proposed policy states that the written counseling notice would remain in a file for a period of one year and that it is less severe than the reprimand that would remain in the file for four years. Attorney Brandon Young stated that if the punishments differ, the length of time that the misconduct document should stay in the file should also vary with the severity of the punishments; more severe offenses should stay with the file for longer periods of time, etc. Chairman Thomas asked the Board whether to leave the documentation in the file for one year. The Board Agreed. Administer Wood clarified that a council warning will remain in the file after one year if the employee has received a reprimand for the same offense. The Board agreed.

Commissioner King made a motion to adopt the policy manual as amended. Commissioner

Williams seconded the motion. The motion passed unanimously.

(Manual, memo)

Administrator Wood stated that he would like revisit his request to give Mr. Eddie Whitehurst, Project Manager, a raise since he would soon be taking on additional responsibilities due to the State Housing Initiative Program's (SHIP) return to the County. He stated that Mr. Whitehurst will soon be earning his building inspector's license as well, which will also add to his responsibilities. Chairman Thomas stated that he would like to wait to award a raise until funds are available from the SHIP program and asked if the funds would be available by July 1, 2008. Ms. Michele McDaniel stated that the funds will be available June 1, 2008 at which time funding will be available to cover part of his salary. Commissioner King stated that Mr. Whitehurst is a good worker; however, with the cost of fuel, he is not in support of the raise. Commissioner Merchant agreed. Commissioner Music stated that he would like to table the item until August. Citizens speaking regarding this topic were the following:

Ms. Hawthorne

No action was taken on this item.

Administrator Wood stated that the Gritney Fire Department had an accident with a deer which caused damage to the hubcap and bumper of the fire truck. He asked the Board whether to pay the \$1,000.00 deductible for the damages. Commissioner Merchant made a motion to pay the deductible. Commissioner King seconded the motion. The motion passed unanimously.

Administrator Wood stated that Bullard Construction had turned in payment request #1 and a change order for the 81A project. Commissioner King made a motion to approve the change order and to submit payment to Bullard for the first draw on the 81A project. Commissioner Merchant seconded the motion. The motion passed unanimously.

(Pay request & change order)

Administrator Wood submitted his annual report to the Board for review. No action was taken on this item.

(Report)

Mrs. Lory Wood, citizen, stated that she had attended an Agency of Health Care Administration workshop today featuring the Health Care Information Exchange Forum and electronic prescribing. Administrator Wood stated that more information on this topic is to come.

Administrator Wood stated that he would be out of the office for part of the day Wednesday.

Commissioner Merchant stated that M & M Grocery in Leonia will be holding a benefit for Mr. John Carroll on Saturday. He stated that it would also be a political rally for those wishing to speak.

Commissioner King stated that Mr. Freddie Pitts had been arrested after driving a car off a bridge located on Valley Road. He stated that the estimated cost to repair the bridge is \$2,000.00. Attorney Young asked that the information be forwarded to the State Attorney's Office. Chairman Thomas asked that a copy be forwarded to the Administrator's Office as well.

Commissioner King stated that he would be bush hogging in his district soon.

Commissioner Music stated that he had received a complaint from a citizen regarding the excessive speeds that people are driving on Highway 162. He asked the Board whether it would be allowable for the County to place speed limit signs on the road. Chairman Thomas stated that he didn't believe that a speed limit sign could be posted. The Board agreed that perhaps a reduced speed sign could be posted on the road. No action was taken on this item.

Chairman Thomas stated that the Agri-Tourism Workshop was a great success.

Chairman Thomas updated the Board regarding the Airport Road project. He stated that the District Three Road Crew had leveled out the bump in the road; however, two loads of asphalt would be needed to complete the repair. Commissioner King made a motion to approve C.W. Roberts to fix the strip of Airport Road. Commissioner Williams seconded the motion. The motion passed unanimously.

Chairman Thomas stated that Mr. Wells of F & W Construction will be conducting the piling tests on several bridges tomorrow at 8:00 a.m.

The Board discussed the County fuel budget. Chairman Thomas stated that the fuel budget should be addressed soon. He stated that services like mowing and grading may be cut back. He also cited that other counties are cutting back in their EMS Departments by asking the employees to bring their meals to work to prevent company vehicles from being used unnecessarily. He asked the Board for additional ideas regarding fuel conservation.

Mr. James McCusker, citizen, asked when the dangerous animal ordinance would be addressed. Administrator Wood stated that the item had been tabled for further work; however, citizen input will be welcomed.

Citizens speaking regarding all terrain vehicle (ATV) nuisance near Rum Road were the following:

Mr. Mack Curry

Mrs. Betty Yancey

Ms. Michele McDaniel reminded everyone that the Affordable Housing Expo will be taking place June 7, 2008 from 9:00 a.m. until 2:00 p.m. at the Agricultural Center. She stated that promotion included roadside signs, and various media advertising including television advertising and a radio remote broadcast June 3.

Since there was no further business, the meeting was adjourned.

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Clerk

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Chairman