

September 9, 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 and Commissioner Phillip Music.

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 to consider the adoption of the Planning Commission Ordinance. Ms. McDaniel stated that she had added wording on page three of the ordinance that "Planning Commission members reside in the district they are representing". Commissioner Williams asked whether Planning Commission members had reviewed the ordinance. Ms. McDaniel stated that the Chairman had directed her not to present it to the Planning Commission since it is about the Planning Commission board members themselves. Commissioner Music made a motion to adopt the Planning Commission Ordinance. The motion died for lack of a second. Commissioner Williams stated that he would like the Planning Commission to have some input regarding the ordinance. Commissioner King made a motion that the Planning Commission Ordinance be presented to the Planning Commission for review. Commissioner Merchant seconded the motion. The motion passed unanimously.

(Draft Planning Commission Ordinance)

Administrator Wood presented the Parks Ordinance. He stated that because of ongoing vandalism at some of the County parks, it is necessary to implement a closing time for them. He stated that provisions had been added so that penalties will be in place for citizens who are in parks after dark causing damage. He also stated that this ordinance will not affect City parks, but only County parks such as Wright's Creek/Wayside Park and Smith Crossroads Park that are not lighted as they have been prone to vandalism. Citizens speaking regarding this topic:

Mr. Ewan Moore

Commissioner Williams made a motion to approve the Parks Ordinance. Commissioner Music seconded the motion. The motion passed unanimously.

(Ordinance 08-05)

Chairman Thomas closed the Public Hearing.

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

- August 21, 2008 Budget Workshop Minutes
- August 21, 2008 Executive Session Minutes
- August 25, 2008 Regular Session Minutes
- Health Department Contract
- PPLCS Re-appointment of Barbara Belford
- JAG Grant Certificate of Acceptance
- Library Grant-State Aide

Commissioner Merchant seconded the motion. The motion passed unanimously.

(Resolution 08-10 re: Health Dept fees)

The Board discussed the Chastain Skillman Professional Services Agreement regarding the Community Development Block Grants (CDBG) for the Rum Road Phase two and the Gritney Fire Station projects. Administrator Wood stated that the motion from a prior meeting for approval had not been worded properly in order to approve the entire agreement. Administrator Wood also stated that a resolution must be passed as well so that Mr. Jones may proceed with grant application for the projects. Mr. Bob Jones, Grants Administrator, explained that the application must be completed soon and that this standard resolution will allow the application process to move forward by authorizing the Chairman or Vice Chairman to sign the documentation involved in the application process. Commissioner Merchant asked whether the County obligations have been paid on this project so far. Mr. Jones stated that the County is only obligated to pay for the site evaluations thus far, and that if the grant funding application is approved, then the engineering and administration fees will be due at that time. He also stated that should the grant not be funded, the County will not be under any further financial obligation. He recommended that if the application is denied this grant cycle, resubmitting it for the next grant cycle. Commissioner King made a motion to proceed with the previously approved boundary and topographical survey of the proposed site and the geographical evaluations for the Gritney Volunteer Fire Department and for the approval of the remainder of the Professional Services Agreement items pending grant funding. Commissioner Music seconded the motion. The motion passed unanimously. Commissioner King made a motion to approve the resolution. Commissioner Music seconded the motion. The motion passed unanimously.

(Chastain Skillman Professional Services Agreement, Resolution 08-09)

Administrator Wood stated that the 911 Mapping and Addressing Department is using outdated equipment and asked if it would be allowable for the department to move forward in applying for the grant in the amount of \$25,000.00 to cover the cost of a new plotter, computer equipment and software. Commissioner King asked whether there would be any matching fund obligation from the County for this grant. Administrator Wood stated that the grant is a non-matching State funded grant. Commissioner Merchant asked for clarification of whether any supplemental purchases will be required for this equipment. Chairman Thomas stated that this includes the whole system. Administrator Wood stated that the grant application had been written and that it is ready if the Board approved application for the funds. Commissioner Williams made a motion to proceed with the 911 Mapping and GPS Grant application. Commissioner Music seconded the motion. The motion passed unanimously.

Administrator Wood stated that the Holmes County Fair will be taking place September 18-27, 2008 and that it had been extended from its normal six day schedule to ten days.

Administrator Wood stated that Jeff Good, Shop Mechanic, has resigned and that his last day will be September 11, 2008. He stated that Mr. Hubert Hendrix, Shop Foreman, has requested hiring a replacement mechanic. Administrator Wood stated that with the departure of Mr. Good, the Shop would be down to three mechanics. Mr. Hubert Hendrix recommended having four mechanics because of the workload that has been incurred as the Shop is now servicing County vehicles. He stated that the current mechanics are well rounded and are able to work on a variety of projects, rather than being limited to one area. He also stated that he has three applications and that the applicants being considered must be well rounded mechanics as well. Commissioner Music made a motion to allow Mr. Hendrix to fill the position. Commissioner King seconded the motion. The motion passed unanimously.

Administrator Wood stated that mechanics from the Shop are attending training today at Altamonte Springs for specialized ambulance systems.

Administrator Wood stated that there had been a request from the Big Bend Health Council Board of Directors for him to serve as a member of their Board. He asked the Board to allow him to serve and to attend the quarterly meetings taking place in Tallahassee. He also stated that the organization is willing to pay mileage for him if he drives his personal vehicle, or the County can also provide transportation. Commissioner Merchant stated that he would be agreeable, as long as Administrator Wood would take vacation days to cover the time away from the office and suggested allowing a citizen to attend, so that the County is not required to provide pay for a representative to attend the meetings. Administrator Wood suggested allowing the Health Department to select a

representative to serve. Mr. Clint Erickson, 911 Director, stated that he had attended one of the meetings previously and had concluded that he was unable to attend the meetings with his work schedule; and also that it was not beneficial for him to attend. Ms. Jamie Carmichael, Health Department Business Manager, stated that she believed that the reason for the request is so that Big Bend Regional Health Information Organization will have other partners other than Health Department representatives. She stated that she is willing to gather more information on this topic if it is the pleasure of the Board. Commissioner Williams stated that he would like more information and asked that this topic be placed on the agenda of an upcoming meeting pending further information. The Board agreed.

(Letter)

Administrator Wood asked whether it would be allowable to purchase a communication radio for the Road Department cherry picker vehicle. Commissioner King stated that he would like this request to be presented to the 12.50 surcharge committee for consideration. Administrator Wood agreed that this would be a good idea.

Administrator Wood stated that thus far, a local state of emergency had not been declared because of Hurricane Ike, and that he will bring more information to the Thursday Budget Hearing meeting.

Administrator Wood advised that because of possible fuel supply issues, County vehicle use should be limited. He stated that unnecessary dirt hauling and grading are areas that should be limited.

Administrator Wood stated that a citizen had called regarding an information request that they had received from Household Disposal Service (HDS). He also stated that HDS has been requesting personal information, such as driver's license numbers and social security numbers from their customers. He asked the Board to allow him to send HDS a letter requesting them to stop asking citizens for this information. Commissioner King made a motion for Administrator Wood to send a letter to HDS. Commissioner Music seconded the motion. The motion passed unanimously.

(Letter)

Commissioner Williams stated that he would like to look into the price of paving both sides of the bridge on Dogwood Lakes Highway that is located north of Highway 2. Administrator Wood stated that he would gather the information regarding the paving. Commissioner Williams made a motion to contact Metric Engineering Incorporated regarding paving around the bridge. Commissioner King seconded the motion. The motion passed unanimously.

Commissioner King stated that when the Board receives another van from Tri-County

Community Council, he would like to assign it to the Extension Service for Shep Eubanks to use. No action was taken on this item.

Commissioner Music asked for a status on the Wrights Creek Park pump. Administrator Wood stated that only two quotes had been received. Chairman Thomas asked that this item be put on the agenda for the Thursday meeting for resolution.

The Board discussed the janitorial and fuel contracts that are due for renewal. Chairman Thomas stated that the previous janitorial contract provisions had included a one year contract with the option to extend the contract for a one year term. He stated that the Board had not advertised for bids last year, but had extended the contract last year for another one year term. He asked the Board whether to go out for bids on these two items. Commissioner Williams made a motion to advertise for bids for the janitorial services including terms that the contract may be extended up to a third year at Board discretion. Commissioner Merchant seconded the motion. The motion passed unanimously.

Commissioner Williams made a motion to advertise for bids for petroleum products. Commissioner Music seconded the motion. The motion passed unanimously.

The Board discussed the policy of erecting signs denoting a “crossroads community”. Chairman Thomas stated that he had received a citizen request for a sign to be placed. Hubert Hendrix, Shop Foreman, stated that signs have been constructed in the past for other communities. Attorney Young advised that a public hearing should be held regarding this matter. The Board agreed. Administrator Wood stated that a public hearing would be set for the next meeting.

Ms. Isabelle Costa, citizen, asked for a status on the State Housing Initiative Program (SHIP), specifically what the turn around time is for application process. Administrator Wood stated that the application time varies between applicants, depending on when the paperwork is returned to the office for processing.

The Board discussed the Value Adjustment Board (VAB). Commissioner Merchant asked whether a Chairman should be selected for the VAB. Mr. Cody Taylor, Clerk of Court, stated that the Board had met the requirements of the law so far by appointing Commissioners Merchant and Williams, and that the VAB will meet soon to hire an attorney and for the selection of a chairman. Attorney Young advised that per Legislation, the VAB will be responsible for hiring the attorney, rather than the County. Citizens speaking regarding this topic were the following:

Mr. Ewan Moore

There being no further business, the meeting was adjourned.

Clerk

Chairman