

April 14, 2009  
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 and Commissioner Monty Merchant, Chairman of the Board.

Mr. Brandon Young, County Attorney, was present.

Administrator Wood was present.

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

Chairman Merchant opened the meeting with the prayer and pledge.

Pursuant to public notice, the Board held a Public hearing to discuss the Local Housing Assistance Plan (LHAP) and Resolution. Commissioner Music made a motion to open the Public Hearing. Commissioner Williams seconded the motion. The motion passed unanimously. Administrator Wood stated that the only significant change to the policy was that the first time home buyer assistance had been increased by several thousand dollars. Ms. Shirley Hawthorne, SHIP Committee Chairperson, agreed and stated that she had reviewed it with the Administrator. She requested that a final copy be given to the Committee as well. Commissioner King made a motion to table this item. Administrator Wood explained that due to the approaching deadline for the document to be submitted to the State, it would be best to take action on this item. Commissioner King rescinded his motion. Commissioner Williams made a motion to adopt the LHAP and Resolution. Commissioner Music seconded the motion. The motion passed; with Commissioner King voting no, and all others voting yes.

(Plan, Resolution# 09-05)

Pursuant to public notice, the Board held a Public hearing to discuss grant funding for the Gritney Fire Station project. Mr. Bob Jones, Grant Administrator, stated that he is in the process of completing the grant application for a \$75,000.00 grant from United States Department of Agriculture (USDA) Rural Development Fund for the project. He stated that the estimate for the fire station portion of the project is estimated to cost approximately \$252,250.00 and that \$75,000.00-90,000.00 of the money would come from Rural Development. He also stated that the Community Development Block Grant (CDBG) application had already been submitted and that he had been told unofficially that some stimulus funds may be coming as well. The Board discussed the advertisement of this Public Hearing. Mr. Jones explained that it is a grant application prerequisite of the USDA that two advertisements are placed in the local newspaper for the upcoming public opportunity meeting. Attorney Young advised

that the Public Hearing had been advertised in the newspaper. Chairman Merchant confirmed that it had been advertised, although it had not been placed on the agenda. Commissioner Music made a motion to close the Public Hearing. Commissioner Monk seconded the motion. The motion passed unanimously.

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

- March 20, 2009 Special Session Minutes
- March 31, 2009 Regular Session Minutes
- Asphalt Bids-award to C.W. Roberts
- Disasters, Strategies and Ideas (DSI) Group, LLC Task Authorization

The Board discussed the consent items. Chairman Merchant clarified that previously the Board had discussed the asphalt bid, but had not officially awarded the bid. He stated that C.W. Roberts was the low bidder. No further discussion followed. The Board discussed the Task Authorization which would allow DSI, LLC to proceed with the Catastrophic Logistics Plan and Catastrophic Housing Plan for the County. Mrs. Wanda Stafford, Emergency Management Director, stated that the DSI, LLC agreement was a “piggyback” on Washington County’s agreement and explained that funding must be utilized for training, planning and exercises only. Commissioner Williams seconded the motion. The motion passed unanimously.

The Board discussed the beauty pageant agenda item. Chairman Merchant stated that it was his understanding that Holmes County was not going to be represented this year at the National Peanut Festival, and that another group had expressed interest in taking over the pageant so that Holmes County could be represented. Commissioner Monk requested clarification. The following citizens spoke regarding this topic:

- Ms. Wanda Langford, 2008 Pageant Director
- Ms. Jacquelyn Don, previous contestant
- Ms. Bernyce Wilmot, Pageant Committee member

Ms. Wilmot stated that the dispute was over the ownership right to the title “Miss Holmes County Pageant”. Attorney Young advised that the County does not own the title of the pageant, and should a disagreement exist regarding the name of the pageant, the ownership of such title may be addressed as a civil matter between the parties with the dispute. He also advised that the Board will not be involved in the title ownership matter. He explained that the franchise agreement had expired in 2008, and that the letter from the Festival had requested that the Board make a recommendation regarding the franchise agreement dispute. He stated that the Board is not obligated to decide who should hold the Franchise

agreement. No action was taken on this item.

(Letter, Franchise Agreement)

Commissioner Merchant read the Contractors Licensing Board ordinance title into record. Administrator Wood stated that the proposed ordinance would be brought back for a Public Hearing at a later date.

(Draft Ordinance)

Administrator Wood discussed the purchase order memo that had previously been in place regarding the requirement of employees to make a purchase order request prior to making any County purchases. He explained that a provision of the memo was that an employee would be liable for unauthorized purchases. He asked the Board if the policy of the memo should be reinstated. Commissioner King stated that no purchases should be made without a request. Commissioner Williams stated that purchases made without a purchase order should be the exception, not the rule. Administrator Wood stated that he would brief department heads on the memo soon. The Board agreed.

(Memo)

Administrator Wood stated that there had been \$4,000,000.00-\$5,000,000.00 worth of damages as a result of recent storm activity. He stated that he would like to apply for some grants for improvements that may include elevated bridges and other measures. He asked the Board for recommendations, so that he may include them in the application.

Administrator Wood stated that a local state of emergency had been declared as a result of the storm flood damage that had taken place recently. He stated that the Clerk of the Court had asked that the Board go on record in a motion of support of this action. Commissioner King made a motion to approve the declaration. Commissioner Music seconded the motion. The motion passed unanimously.

(Resolution # 09-04)

Administrator Wood stated that currently the employee policy manual does not include provisions for employee funeral leave for step parents. He asked the Board whether to change this policy. The Board agreed by consensus that the policy should remain unchanged.

Administrator Wood updated the Board regarding the Arthropod program. He asked that the Road Department crews report mosquito activity to him so that it may be reported the State. He explained that he is applying for Federal Emergency Management Agency (FEMA) funding for aerial mosquito control soon. He also stated that he will be coordinating some control effort with Washington

County as well. No action was taken on this item.

The Board discussed the procurement policy. Administrator Wood asked the Board whether the entire policy should be rewritten or whether guidelines should be added regarding the procedure for the policy. Attorney Young advised that previously the Board had voted in favor of a three percent preference for local vendors; however no policy had been put in place. No action was taken on this item.

Commissioner Monk revisited the beauty pageant agenda item. He asked whether or not an additional letter will be sent to the Peanut Festival. Attorney Young advised that the Festival had asked that the County submit the letter of advisement, however that the County does not have an obligation to do so. Chairman Merchant clarified that the prior letter of support had been written based on the information that was available at the time of the last meeting, which included a letter from the Peanut Festival staff. Commissioner Monk made a motion for Administrator Wood to write a letter of clarification stating that the Board has no authority over the naming of the pageant. Commissioner Music seconded the motion. The motion failed; with Commissioner Monk and Music voting yes, and Chairman Merchant, Commissioners Williams and King voting no.

Chairman Merchant discussed the proposed Federal Reserve Transparency Act of 2009. He stated that the Board has been asked to review the Act, and to adopt a resolution for transmittal. Commissioner Williams made a motion to sign the resolution. Commissioner Music seconded the motion. Attorney Young advised that before action can be taken on this item the proposed resolution does not have to be publicly advertised like an ordinance, but should be placed on the agenda. Administrator Wood stated that the resolution would be placed on the agenda for discussion at the next meeting. No action was taken on the motion.

(Federal Reserve Transparency Act)

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