

July 16, 2009
Special Session
Bonifay, Florida

The Holmes County Board of Commissioners met in a Special Session on the above date with the following members present: Commissioner Kenneth Williams, Commissioner Ron Monk, Commissioner Jim King and Commissioner Monty Merchant, Chairman of the Board.

Mr. Brandon Young, County Attorney, was present.

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

Chairman Merchant opened the meeting with the prayer and pledge.

Mrs. Wanda Stafford, Emergency Management Director, updated the Board regarding ongoing Federal Emergency Management Agency (FEMA) roadway repair work. She stated that the project worksheets (PW's) had been written and that the total for this disaster work was \$2,847,341.48. She explained that a PW had been written to include a budget of 1040 hours of work to be divided amongst the project monitors, and that any additional hours of work should be paid by the Board. She advised that it would be a wise investment for the Board to hire each monitor to ensure paperwork accuracy for post-project FEMA related audits. She explained that project monitors will be responsible for turning in monthly project status reports and that the Board can utilize them to determine whether the workload warrants retaining each district monitor. She also discussed the project expenditures and reimbursement. Mrs. Alice Vickers, Deputy Clerk, stated that there were several upcoming projects to which the Board had committed funding. She also advised that it would be very important to be sure to submit supporting documentation to the State to ensure that future reimbursement funds may be recuperated in a timely manner. Mrs. Wanda Stafford stated that she was unable to request reimbursement funds until the fully executed agreement was returned from the State and that it had not arrived yet. She also stated that she hoped to have more information soon regarding the State's final settlement for Hurricane Ivan. Commissioner King made a motion to hire all five project monitors and to retain them for a period of up to one year. Commissioner Monk seconded the motion. The motion passed unanimously.

(Project Monitor Salary Examples, Projection Reports)

Mrs. Wanda Stafford stated that a Funding Agreement had not been signed for Tropical Storm Fay. She also stated that there was approximately \$2,600.00 in reimbursement funding due back to the County, and asked if the agreement could be signed. Attorney Young reviewed the agreement and stated that the Board could take action on this item. Commissioner King made a motion to authorize the Chairman to sign the agreement. Commissioner Williams seconded the motion. The motion passed unanimously.

(Funding Agreement)

Commissioner King asked whether it would be possible to begin advertising for #57 rock for road repairs. Commissioner Williams stated that he would be in favor of advertisement for all of the upcoming FEMA project materials. Mrs. Wanda Stafford stated that bid specs would be prepared and brought back to the Board for approval. Attorney Young advised that these bid awards would not be subject to the recently adopted local preference section of the procurement policy because these expenses would be reimbursed by the State.

Attorney Young stated that it was time for the renewal of the Local Option Gas Tax (LOGT) Agreement. Under this agreement, a five cent tax is collected on all gasoline purchases, percentages of which are divided amongst the County and surrounding municipalities of Bonifay, Esto, Noma, Ponce de Leon and Westville to be utilized for transportation expenses. Also speaking regarding this topic was Mrs. Alice Vickers, Deputy Clerk. Attorney Young explained that the agreement would be valid through December 31, 2014 and advised that should the law change during that period of time, the agreement should be updated. He offered an agreement for approval and asked if it would be allowable for the Chairman to sign. Commissioner Williams made a motion for the Chairman to sign the agreement. Commissioner Monk seconded the motion. The motion passed unanimously.

(LOGT Agreement)

Attorney Young updated the Board regarding the status of the Joe French Road dirt pit purchase. He stated that the contract had been revised with the following changes being listed: the removal of the stabilization clause for another of the County's dirt pits, the insertion of a tentative closing date in September, and the addition of a broker fee percentage to be paid by Plum Creek Timber Company. He also stated that once the contract was signed and returned, the survey could be ordered. He asked the Board whether to approve the contract. Commissioner Williams asked which funds would be utilized for this purchase. Commissioner King asked whether there was any money left from past FEMA reimbursements. Mrs. Alice Vickers, Deputy Clerk, stated that she was unsure how much of that funding would be available, and that the final closeout should be done in coming months. Commissioner Williams suggested reexamining the cash flow near the tentative September closing date, so that the Board will have a better idea of the funding that would be available for the purchase. Commissioner King made a motion to authorize the Chairman to sign the agreement. Commissioner Williams seconded the motion. The motion passed unanimously.

(Contract)

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

Clerk

Chairman