

August 10, 2010
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.

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

Chairman Merchant opened the meeting with the prayer and pledge.

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

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Pittman Volunteer Fire Department Vehicle Lease Agreement

FL Department of Agriculture Agreement for Mosquito Control

Maintenance Agreement with DOT& ROW for Brackin Road over

Caney Branch

Certificate Regarding Matching Fund: Supervisor of Elections Office

Garbage Franchise Agreements: Sanders Refuse, Waste Management &

HDS

Addendum to Master Services Agreement with CDW for Landfill

Monitoring

Commissioner Monk seconded the motion. The motion passed unanimously.

The Board discussed the Contractor Review/Construction Board item. Discussion included Contractor Review Board function, fees, licensure, nominations and ordinance effective date. Also speaking regarding this topic were the following:

Mr. Roger Williams, Building Inspector

Mr. Brandon Young, Attorney

Commissioner Monk made a motion to proceed with the nomination process for the Contractor Review Board. Commissioner Music seconded the motion. The motion passed unanimously.

The Board discussed the sign making item. Hubert Hendrix, Shop Foreman, advised that he had received several requests from different entities for signs to be made by the Shop. He asked the Board how he should handle such requests. The Board agreed by consensus for Mr. Hendrix to devise an average sign cost and also for him to charge for sign posts and hardware. Attorney Young explained that the Board would still have discretion to decline such requests. The Board agreed by consensus.

The Board discussed the employee manual update item. Chairman Merchant asked if the Board was agreeable to amending section 14.02 subsection A on page 49 of the manual to be "the regular work week for regular full-time employees shall be at least thirty-five (35) hours in a seven (7) day period" rather than thirty-two hours (32) as it was written. Commissioner Williams made a motion to approve the amendment. Commissioner Music seconded the motion. Mr. Cody Taylor, Clerk of Court, advised

that it would be a favorable idea to amend the motion to reflect “a minimum of thirty-five (35) hours”. Commissioners Williams and Music amended their motion. The motion passed unanimously.

Mr. Joel Paul, of Tri-County Community Council, spoke regarding the status of the State Housing Initiative Program (SHIP) replacement housing application of Ms. Barbara Jensen. He explained that while Ms. Jensen had been deemed eligible for program assistance, it was her responsibility to demolish and remove her current unsuitable housing. Discussion included program guidelines, lien recording and program specifications. Also speaking regarding this topic were the following:

Mr. Cody Taylor, Clerk of Court

Mr. Brandon Young, Attorney

No action was taken on this item.

The Board discussed the letter of support for the Housing and Urban Development (HUD) Sustainable Communities Planning Grant application of the West Florida Regional Planning Council (WFRPC). If awarded, this grant could be used for planning and other related efforts. Commissioner Music made a motion for the Chairman to sign the letter of support. Commissioner Williams seconded the motion. The motion passed unanimously.

(Letter)

The Board discussed the Participating Party Agreement with the developer for the Mezzaluna Springs project. Mr. Evan McAllister, of Melvin Engineering, discussed project progress and grant repayment provisions. He advised that this agreement would be ready for signature at the next meeting. Mr. Cody Taylor, Clerk of Court, discussed administration fees that would be due to the clerk’s office during this proposed project. Mr. McAllister agreed that these fees would be included in the Community Development Block Grant (CDBG) final project budget. Discussion also included the agreement that the developer would have the \$750,000.00 Certificate of Deposit (CD) in place before the grant application submission. Also speaking regarding this topic were the following:

Mr. Brandon Young, Attorney

Ms. Lynda Christie, of the Mezzaluna Springs Development

No action was taken on this item.

Chairman Merchant opened the sealed bids for mosquito control spray equipment as submitted by ADAPCO, Incorporated and Clarke Mosquito Control Products, Incorporated. Other discussion included program equipment needs and bid specifications. Also speaking regarding this topic was the following:

Mr. David Brazile, Mosquito Control Director

Commissioner Williams made a motion for Mr. David Brazile to review the bids and bring his recommendation back to the Board for consideration. Commissioner Music seconded the motion. The motion passed unanimously.

(See Bids)

Chairman Merchant opened the sealed bids for a vertical baler for the Recycling Department. The following bids were submitted:

Company	Total Bid	Met Specs ?
Northern CA Compactors Pleasanton, CA	\$12,494.00	No
Crigler Enterprises Mableton, GA	8,925.00	Yes
Waste Control International Neches, MD	9,925.00	Yes

The Board discussed the quotes and electrical system requirements. Also speaking regarding this topic were the following:

- Ms. Ann Payne, of the Recycling Department
- Mr. Brandon Young, Attorney

Commissioner Music made a motion to award the low bid once Ms. Payne looked into the horsepower of the Crigler baler. Commissioner King seconded the motion. The motion passed unanimously. Commissioner King clarified whether the baler would be purchased utilizing her department funds. Ms. Payne agreed that grant funds should be available.

The Board discussed the repair quote as submitted by Thompson Tractor in the amount of \$2,441.59 for the Recycling Department loader. Commissioner Williams made a motion to award the quote to Thompson Tractor and that it should be fixed properly at this price. Commissioner Music seconded the motion. The motion passed unanimously.

(Quote)

Ms. Payne stated that she had been contacted by the Senior Community Employment Program regarding possible employment for a senior man that had been assisting the Library. She asked if it would be allowable for him to assist her for approximately twenty hours per week with various duties at Recycling and also that the program would pay his wages. Commissioner Music made a motion to hire the senior person at Recycling. Commissioner Monk seconded the motion. The motion passed unanimously.

The Board continued their earlier discussion regarding the Recycling Department's baler and set up. Ms. Ann Payne discussed the quotes. The Board discussed the electrician labor and material set up quotes of the baler. The following quotes were submitted:

<u>Company</u>	<u>Amount</u>
Pat's Electric	\$2,250.00
Middlebrooks Contractors	2,100.00

Commissioner Williams made a motion to approve the low quote of Middlebrooks. Commissioner Music seconded the motion. The motion passed unanimously.

(Quotes)

The Board discussed the consultant services proposals for the upcoming Comprehensive Plan revisions. The following proposals were submitted:

<u>Company</u>	<u>Fee Proposal</u>
West Florida Regional Planning Council (WFRPC)	\$ 51,000.00
David H. Melvin Engineering	67,575.00
Diversified Environmental Planning	131,177.00

Attorney Young suggested that Board members review the proposals individually and rank them and submit their ranking to Ms. Sherry Fitzpatrick for compilation this week. The Board agreed by consensus. No further action was taken on this item.

(Bids)

Mr. Evan McAllister advised that he had researched sidewalk projects near the Elementary and High school sites. He advised that he could pursue some funding should the Board so choose; he asked the Board if it would be allowable for him to discuss these projects with the City and School Board. The Board agreed by consensus to allow Mr. McAllister to speak with the School and City.

The Board discussed the County Attorney item. Mr. Jeff Goodman was sole applicant. Commissioner King made a motion for Chairman Merchant to negotiate with Mr. Goodman regarding his fees. Commissioner Music seconded the motion. The motion passed unanimously.

(Resume)

Mr. Clint Erickson asked the Board if it would be allowable for him to submit his name for consideration for the Department of Management Services State Rural Counties 911 Board. He explained that he would be a County representative for the Board that considered rural grant applications. Commissioner Music made a motion for Mr. Erickson to apply. Commissioner King seconded the motion. The motion passed with Commissioner Williams voting no; and all others voting yes.

Mr. Clint Erickson advised that he needed to purchase more mapbooks and discussed pricing. Also speaking regarding this topic was the following:

Mr. Cody Taylor Clerk of Court

The Board agreed by consensus for Mr. Erickson to bring three quotes to the Board for the books.

Mr. Hubert Hendrix, Shop Foreman, discussed various equipment repairs. He advised he was in the process of collecting quotes for repairs on grader # 32. He stated that the District One excavator

needed repair and that he had received a quote of \$2,625.00. He advised that he was also collecting repair quotes for the District Five grader as well. Commissioner King made a motion to repair the District One Excavator for the \$2,625.00 quoted amount. Commissioner Williams seconded the motion. The motion passed unanimously. Mr. Hendrix also advised that the repair on the cab of the excavator had not been satisfactorily completed, but that the insurance company had directed him to complete the repair and that it would be covered. The Board agreed by consensus for him to proceed.

(Quote)

Mrs. Susan Harris, Library Director, advised that she had hired a new Assistant Director. She asked if it would be allowable for the Assistant Director to work thirty-five hours and also have insurance coverage. The Board discussed the recent change to aforementioned policy change and advertisement of the position. Mrs. Harris stated that the money for the increase would come from her budget. Commissioner Music made a motion to approve the Assistant Director to be hired at thirty-five hours per week with insurance benefits. Commissioner Monk seconded the motion. The motion passed unanimously.

Mr. David Weeks, citizen, discussed County animal control provisions and advised that his son was bitten by a dog on residential private property. Discussion included the animal control ordinance. Also speaking regarding this topic was the following:

Mr. Brandon Young, Attorney

No action was taken on this item.

Ms. Ann Payne advised that she had spoken with Crigler Enterprises and that their baler bid was for a 15 horsepower motor baler. Commissioner Williams made a motion to award the low bid to Crigler for the purchase of the baler. Commissioner Music seconded the motion. The motion passed unanimously.

Mr. Bennie Little, citizen, revisited the animal control issue. The Board discussed this item. Also speaking regarding this topic was the following:

Mr. Brandon Young, Attorney

No action was taken on this item.

Chairman Merchant advised that the Departmental logs for fuel use were not being turned in to the finance office in a timely manner. Also speaking regarding this topic was the following:

Mr. Cody Taylor, Clerk of Court

Commissioner King made a motion to reprimand Department Heads for untimely fuel logs. Commissioner Williams seconded the motion. The motion passed unanimously.

The Board discussed inmate crew availability. Topics included School grounds keeping and park upkeep. No action was taken on this item.

Chairman Merchant asked the Board to consider dates for the upcoming Budget Workshops. The Board agreed by consensus to set a budget workshop for Tuesday, August 17th at 2:00 p.m.

Chairman Merchant updated the Board regarding a meeting with a representative of Plum Creek Timber Company regarding the Lake Cassidy agreement. Attorney Young advised that he was reviewing the contract. The Board discussed this item. No action was taken on this item.

Chairman Merchant advised that there was an amendment to the Highway Lighting Maintenance and Compensation Agreement with the Department of Transportation. He asked the Board if it would be allowable for him to sign. The Board agreed by consensus for the Chairman to sign the agreement.

(Agreement)

The Board discussed the policy regarding leave without pay. The Board agreed by consensus that should an employee need to be off from work, then they should utilize their leave time.

The Board discussed the septic tank inspection provisions of Bill 550. Previously, the Board had discussed this item. The Board agreed by consensus to write a letter of opposition regarding this item.

(Letter)

Chairman Merchant advised that Highway 181N in Leonia had been damaged by logging trucks. He also stated that he had received a quote from C.W. Roberts in the amount of \$15,120.00 for the repair. He asked the Board if it would be allowable for him to proceed with the work. Commissioner Williams made a motion to authorize C.W. Roberts to make this repair. Commissioner Music seconded the motion. The motion passed unanimously.

Chairman Merchant advised that the lease for the Farmer's Market had become delinquent and asked the Board how to proceed. Attorney Young agreed to write a letter to the lessee addressing this matter. Discussion also included requiring payment before the premises is occupied.

(Lease Agreement)

Attorney Young advised that the Sheriff's office would like some penalty for alcohol use to coincide with the park ordinance. He suggested contracting with the State Attorney's Office for prosecution of these cases and stated that he would bring a proposed agreement to the Board soon. No action was taken on this item.

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

Clerk

Chairman