

August 30, 2011  
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 Phillip Music, Commissioner Jim King and Commissioner Ron Monk Jr., Chairman of the Board.

Mr. Jeff Goodman, County Attorney, was present.

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

Chairman Monk opened the meeting with the prayer and pledge.

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

August 9, 2011 Regular Session Minutes

August 9, 2011 Executive Session Minutes

August 9, 2011 Budget Workshop Minutes

Crime Stoppers Letter of Agreement

DOT Right of Way Maintenance Agreements:

Flowing Well Road over Limestone Branch Bridge Replacement Project

& Bush Road over Wrights Creek Bridge

Emergency Management State Funded Sub-grant Agreement: Hazardous

Materials Planning & Prevention Program Agreement

Panhandle Public Library Cooperative System (PPLS) Board Member Appointment-Ms.

Kelly McKee

Budget Amendment #1

National Suicide Prevention Week Proclamation

Commissioner Williams seconded the motion. The motion passed unanimously.

The Board discussed the Development Commission candidates item. Commissioner King made a motion to retain Mr. Bob Dinkins to represent District Five and Mr. Tim Wells to represent District Four. Commissioner Music seconded the motion. The motion passed unanimously.

(Letter of Request)

The Board discussed the Courthouse rehab and repair plans item. Mr. Brian Lemieux, of Greenhome and O'Mara, presented the project specifications and advised that the scope of work had already been approved and that the project could be put out for bids. Commissioner King made a motion to approve the specifications and to go out for bids for the Courthouse repairs. Commissioner Williams seconded the motion. The motion passed unanimously.

(Specifications)

The Board discussed the purchase order request “cut-off date” item. Commissioner Merchant made a motion to approve the purchase order cut-off date of September 15<sup>th</sup> at 4:00 p.m. Commissioner Music seconded the motion. The motion passed unanimously.

The Board discussed the new 911 system purchase item. This purchase was to be made with funds that had been awarded through the Public Safety Answering Point (PSAP) Grant. Attorney Goodman presented information regarding this item and advised that he had drafted the proposal and that Mr. Clint Erickson, of 911 Mapping and Addressing, had prepared the specifications. He proposed a bid submission deadline of 3:00 p.m. on September 23<sup>rd</sup> and a bid opening date of September 27, 2011 at the Regular Session. He also advised that this proposal and specifications would be taking the place of the previous draft. Also speaking regarding this topic was the following:

Mr. Clint Erickson, of 911 Mapping and Addressing

Commissioner Williams made a motion to go out for bids for the new 911 system. Commissioner Music seconded the motion. The motion passed unanimously.

(Proposal, Bid Specifications)

Mr. Cody Taylor, Clerk of Court, discussed the possibility of utilizing the former Building Department office space for auditor workspace and a break room for Courthouse employees. The Board discussed this item. Commissioner Williams made a motion to approve the use of the former Building Department Office as an auditor workspace and break room for Courthouse employees. Commissioner Merchant seconded the motion. The motion passed unanimously.

The Board discussed the Florida Department of Transportation (FDOT) Local Agency Program (LAP) notice to proceed for the design of the Sandpath Road/Edison Street, S.R. 10/U.S. 90 and Bonifay Elementary School sidewalk projects. Commissioner Merchant made a motion to approve the LAP notices to proceed. Commissioner Music seconded the motion. The motion passed unanimously.

(Notices to Proceed)

The Board discussed site and equipment maintenance at Holmes County Tower sites. Chairman Monk presented this item and advised that clarification was needed regarding this topic. Also speaking regarding this item were the following:

Mr. Cody Taylor, Clerk of Court

Mrs. Wanda Stafford, Emergency Management Director

Mr. Jerome Szczekot, EMS Director

Other discussion included maintenance responsibility, budgeting, tower licensing and the possibility of \$12.50 Surcharge Committee funds being utilized for expenses. The Board agreed by consensus for Attorney Goodman to bring more information regarding this topic to the next Board meeting for review.

(Tower List)

Attorney Goodman advised that he had drafted a lease agreement with Modern Tech Squad for the use of the mobile home building at the Council on Aging site. He also advised that the lease agreement was a nominal fee and that labor was the bulk of the lease payment agreement. Mr. Scott Watkins, of Modern Tech Squad (MTS), advised that his firm would like to make some modifications to one of the building's restrooms for storage purposes. Attorney Goodman clarified that MTS had agreed that upon termination of the lease agreement, the firm would return the restroom to a functional state. Commissioner Williams made a motion to approve the lease agreement with Modern Tech Squad. Commissioner Music seconded the motion. The motion passed unanimously.

(Lease Agreement)

Attorney Goodman advised that he had finalized the agreement with West Florida Regional Planning Council (WFRPC) for the administration of the State Housing Initiative Program (SHIP). The Board discussed this item. Commissioner King made a motion to allow WFRPC to administer the SHIP program. Commissioner Williams seconded the motion. The motion passed unanimously.

(Administration Agreement)

Chairman Monk discussed the County's recent safety award. The Board discussed this item. No action was taken on this item.

The Board discussed the District Four Grader Operator position. Commissioner Williams made a motion to hire Mr. Andy Tharp as the grader operator for District Four. Commissioner King seconded the motion. The motion passed unanimously.

Commissioner King advised that he had received requests from two area churches for stump and tree limb removal. The Board discussed this item. Also speaking regarding this topic was the following:

Mr. Jeff Goodman, Attorney

Mr. Cody Taylor, Clerk of Court

The Board agreed by consensus for Attorney Goodman to research this item and bring information back to the Board for consideration. No action was taken on this item.

The Board discussed the possibility of purchasing surveillance cameras for area parks and District Yards. Commissioner Merchant advised that he had collected a quote from Modern Tech Squad. Also speaking regarding this topic was the following:

Mr. Ronnie Bell, citizen

The Board agreed by consensus to gather additional quotes for this item.

Commissioner Merchant advised that C.W. Roberts had donated approximately \$20,000.00 in asphalt to the New Hope Fire Department site. Mr. Ronnie Bell confirmed this information. No action was taken on this item.

Mr. Jeff Goodman, Attorney, advised that Hedlund's Disposal was operating without a franchise agreement with the Board and that he had sent several certified letters requesting that the company discontinue service. He asked the Board if it would be allowable for him to proceed via legal means. Other discussion included the following topics: franchise agreement violations, interruption to customer garbage hauling services and the possibility of consolidating garbage hauling services to a single hauler. Also speaking regarding this topic was the following:

Mr. Cody Taylor, Clerk of Court

Commissioner Williams made a motion to allow Attorney Goodman to pursue this matter legally and to notify the State Attorney's Office regarding this subject matter. Commissioner Music seconded the motion. The motion passed unanimously.

Attorney Goodman discussed the previously opened County Road 65 bridge bids. Previously, the bid had been awarded to the low bidder contingent upon the Attorney's and Engineer's review of the bids. He advised that he had participated in conference calls with Melvin Engineering and the bridge companies relating to their bids. He also advised that after further examination, there were several differences in the bids. These differences included the following items: warranty, project duration, and a bid disclaimer submitted by Murphree Bridge. He stated that it was his recommendation to go with the bid of F & W Construction. Also speaking regarding this topic was the following:

Mr. Whitney Nelson, of Melvin Engineering

Commissioner Merchant made a motion to award the bid to F & W Construction based on the recommendation of Attorney Goodman and Melvin Engineering. Commissioner Williams seconded the motion. The motion passed unanimously.

Attorney Goodman advised that a policy should be in place regarding engineering firm contact for projects. He suggested setting workshops for this discussion. No action as taken on this item.

Mrs. Wanda Stafford, Emergency Management Director, discussed whether there was a policy in place regarding road standards for Federal Emergency Management Agency (FEMA) related work. Commissioner Williams advised that a policy was in place. No action was taken on this item.

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