

January 26, 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.

The Board discussed the County maintained road map and list of roads. Also speaking regarding this topic was the following:

Mr. Brandon Young, Attorney

Commissioner Williams made a motion to certify the road list and map. Commissioner Music seconded the motion. The motion passed unanimously.

(Road List)

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

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Miscellaneous Appropriations Agreement: Tri-County Airport

Miscellaneous Appropriations Agreement: Tri-County Community Council

Miscellaneous Appropriations Agreement: Elder Care Services RSVP

SHIP Subordination Agreement: Mr. Charles Plair

911 Software Maintenance Quote

2009-2010 Budget Amendment #1

Commissioner Music seconded the motion. The motion passed unanimously.

The Board discussed Resolution #10-03 in support of the grant application for Lake Victor Boater Improvement funds. Commissioner King made a motion to proceed with the application. Commissioner Music seconded the motion. The motion passed unanimously.

(Resolution #10-03)

The Board discussed the proposed resolution of support for the Mezzaluna Springs Development Community Development Block Grant (CDBG) application. Previously, the Board had tabled this item. Commissioner King made a motion to “take the item off the table”. Commissioner Music seconded the motion. The motion passed unanimously. Commissioner Music made a motion to approve Resolution #10-04. Commissioner King seconded the motion.

The motion passed unanimously. Mr. Evan McAllister advised Melvin Engineering would be willing to assist in the grant application writing process and stated that his firm would not charge a fee for this service. Also speaking regarding this topic were the following:

Mr. Brandon Young, Attorney

Mr. Brian Lemieux, of Greenhorne and O'Mara

Mr. Martin Hayes, of Akerman Senterfitt

Commissioner King made a motion to approve Melvin Engineering to write the grant application. Commissioner Music seconded the motion. The motion passed unanimously.

(Resolution #10-04)

The Board discussed the addendum to the Master Services Agreement with CDG Engineering for Landfill monitoring services. Mr. Allen Thompson, of CDG Engineering, updated the Board regarding the monitoring services provided by his company at the Recycling Center and Landfill site. He presented the addendum which included a total cost for Landfill monitoring services of \$9,975.50 and Recycling Center technical assistance with an estimated cost of \$6,410.00. He explained that the Landfill monitoring portion is billed twice annually and that services would be due again in November. Commissioner King advised that there was funding available for the invoice in the Recycling Fund. Commissioner King made a motion to pay CDG for the work that had been completed. Commissioner Music seconded the motion. The motion passed unanimously.

(Agreement)

The Board discussed the approval to advertise for construction bids for the Sandpath Road Small County Assistance Program (SCOP) project. Mr. Brian Lemieux, of Greenhorne and O'Mara updated the Board regarding the project and presented plans, specifications and cost estimates. He advised that the estimated cost for the project was \$504,609.47 and that the grant amount was approximately \$680,000.00. Commissioner King made a motion to accept Greenhorne and O'Mara's plans as presented. Commissioner Music seconded the motion. The motion passed unanimously. Commissioner King made a motion to go out for bids for the CR162 project and Sandpath Road projects together. Commissioner Music seconded the motion. The motion passed unanimously. Also speaking regarding this topic were the following:

Mr. Brandon Young, Attorney

Mr. Rod Adams, of CDG Engineering

The Board discussed proposed employee policy manual updates. Chairman Merchant read a memo regarding this policy. The Board agreed by consensus that while attending work related functions such as conferences, should an employee choose to utilize valet parking, the employee would be responsible for the difference in price between regular and valet parking. The Board discussed scenarios regarding "flextime" and lunch periods. Chairman Merchant

advised that some incidents had been occurring where employees had not been taking their lunch periods at a designated time and had been leaving early from work. He stated that there were special instances when the course of work may delay an employee from immediately leaving for lunch, but that the employee should take their lunch as close to their normally scheduled time as possible. He cited the example that should an employee's lunch time be from 12-12:30 p.m., this lunch period should be observed during this time daily unless hindered by a work related issue. Commissioners Monk and Williams agreed. Chairman Merchant advised that coming in early or late and leaving early or late should also be addressed as hours of operation should be observed. Mr. Clint Erickson, of 911 Mapping and Addressing, stated that he had been working through his normal lunch period, and taking it at the end of the day so that he could attend a series of doctor's appointments. He asked if it would be allowable for him to continue this practice. Commissioner Monk advised that he believed that PTO was to be utilized for such instances. Chairman Merchant agreed, and stated that he did not see any reason why employees could not use their leave time for these instances. Commissioner Williams advised that employees that supervise inmates should be the only employees with varied lunch periods as the inmates cannot be left un-supervised at any time. By consensus, the Board agreed that Attorney Young should devise a policy regarding this topic and bring it to the next meeting. Also speaking regarding this topic were the following:

Mr. Brandon Young, Attorney

Ms. Ann Leavins, Library Employee

By consensus, the Board agreed to allow Mr. Erickson to continue this practice until the policy could be addressed at the next meeting.

(Memo & Request)

The Board discussed the policy for retirees returning to work for the County. Attorney Young advised that he was seeking additional information regarding this topic and would have it for discussion at the next meeting. No action was taken on this item.

The Board discussed the Courthouse air handler sealed bids. Chairman Merchant opened the sealed bids. The following bids were submitted:

Engineered Cooling Services	\$ 16,725.00
Peaden Mechanical	21,933.60

Commissioner Williams made a motion to table the bids so that Mr. Cody Taylor, Clerk of Court, could examine them. Commissioner Music seconded the motion. Attorney Young asked if the motion should reflect that the low bid be awarded upon approval of the bids. Commissioner Williams agreed and amended his motion; and Commissioner Music amended his second. The motion passed unanimously.

(Bids)

Mr. Thomas Moss, citizen, spoke regarding the possibility of air conditioning at the Jail. No action was taken on this item.

Mr. Carlton Treadwell, Planning Commission Chairman, updated the Board regarding a recent Commission meeting. He advised that the Commission had approved a land use change from "mixed use" to "industrial use" classification for the LKQ automotive facility. He also stated that the Commission had approved the Evaluations and Appraisals Report (EAR) for transmission to the State. He explained that it was the recommendation of the Commission to hire Mr. Hilton Meadows for consulting work on the Comprehensive Plan document. He asked the Board to approve these items. Attorney Young advised that these items should be added to the agenda for the next Board meeting. No action was taken on these items.

Commissioner Monk advised that with the recent extensive rainfall, his District had a need for an extra road grader. He explained that he would be looking into leasing or renting this equipment and that it may be utilized for Federal Emergency Management Agency (FEMA) related work. No action was taken on this item.

Commissioner Monk advised that he had received two rock hauling requests. He stated that Mr. Sims of Jim Bush Road had requested two loads of gravel and that Ms. Sheesley on Nottingham Lane had requested one load of lime rock. Commissioner Williams asked that it be clarified that the citizens would pay for the rock and the hauling. Commissioner Williams made a motion to approve the requests. Commissioner Music seconded the motion. The motion passed unanimously.

Commissioner Monk advised that his district was in need of a temporary worker and advised that he would post the grader operator position as well. The Board agreed by consensus.

Commissioner Williams advised that Mr. Albert Jordan had changed positions from Excavator to Grader Operator. He advised that he would be posting the Excavator position effective this morning.

Chairman Merchant advised that the annual Recycling Department Amnesty Day would be taking place February 27th, from 8:00 a.m. - Noon.

Chairman Merchant advised that he would also be collecting quotes for an excavator lease for FEMA related work, and that he would bring the information to the next meeting.

Attorney Young advised that he would be bringing a contract to the Board regarding Tri-County Community Council's Administration of the State Housing Initiative Partnership (SHIP) Program.

Attorney Young advised that a special session was needed to discuss area parks. Also speaking regarding this topic was the following:

Ms. Holly Segers, Health Department Administrator

The Board agreed by consensus to set the Special Session for February 9, 2010 at 2:00 p.m.

Commissioner Monk discussed the possibility of hiring an air conditioning and heating maintenance person. No action was taken on this item.

Chairman Merchant advised that the Board would discuss departmental donations at a later date.

Ms. Joyce Taunton, citizen, discussed a culvert issue near her residence.

Mr. Thomas Moss, citizen, spoke regarding Jail procedure for inmates receiving personal property. Attorney Young advised that he should speak with the Sheriff and Jail Administrator regarding this topic.

Ms. Joyce Taunton discussed the culvert issue at her residence again.

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

Clerk

Chairman