

May 31, 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.

Mr. Dinkins led the prayer and pledge.

The Board held a Public Hearing to consider the adoption of Ordinance #11-02 which was to update Building Department fees. Chairman Monk read the title of the ordinance. Also speaking regarding this item was the following:

Mr. Jeff Goodman, Attorney

Commissioner King made a motion to approve Ordinance #11-02. Commissioner Music seconded the motion. The motion passed unanimously.

(Ordinance #11-02)

There was a change in the order of the agenda and the courthouse security item was discussed next. The Board discussed this item. Also speaking regarding this item were the following:

Circuit Judge Christopher Patterson

County Judge Owen Powell

Sheriff Tim Brown

Mr. Jeff Goodman, Attorney

Mr. Ronnie Bell, citizen

Discussion included the following: staff safety, securing the back door of the building, fire safety, additional Sheriff's Department staffing needs, the possibility of contracting with a security company and funding. Mr. Cody Taylor, Clerk of Court, advised that under current Florida law, court facilities funds could not be utilized to fund the salaries of security staff. Commissioner King made a motion to lock the back door entrance to the Courthouse and for Commissioner Merchant to attend the quarterly safety meeting. Commissioner Music seconded the motion. The motion passed unanimously.

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

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Department of Transportation Highway Lighting, Maintenance &
Compensation Agreement

Proclamation & Pledge of Civility
SHIP Satisfaction of Mortgage-Catherine Messer
Letter of Support-Vortex Springs- "The Springs" music venue
State Funded Subgrant Agreement-EMPA Emergency Management
Federally Funded Subgrant Agreement-EMPG Emergency Management
District Two New Hire-Michael Stafford, Road Maintenance Technician
Parks & Recreation New Hire-Jesse McAdams, Inmate Work Crew
Supervisor
Homeland Security Grant Program 2011-Emergency Management

Commissioner Music seconded the motion. The motion passed unanimously.

Mr. Eddie Whitehurst, Special Projects Manager, updated the Board regarding the projects priority list. He advised that the "list system" was working well and that copies of the list would be available on Wednesday. Other discussion included \$12.50 Surcharge Committee equipment requests for inmate crew radio equipment and the progress of inmate crew new hires. The Board discussed this item. No action was taken on this item.

The Board discussed the Promissory Note in the amount of \$8,000.00 for sewer upgrades at the Fairgrounds site. Also speaking regarding this topic was the following:

Mr. Cody Taylor, Clerk of Court

Attorney Goodman advised that he would like to prepare an addendum to the agreement which would outline the payment terms as yearly for the loan agreement. Commissioner King made a motion to allow Attorney Goodman to draft the addendum. Commissioner Williams seconded the motion. The motion passed unanimously.

(Promissory Note, Addendum)

The Board discussed the Public Risk Management (PRM) Property & Casualty Insurance Request for Proposals (RFP's). Other discussion included bid practice and an approaching deadline for reply. Also speaking regarding this topic was the following:

Mr. Jeff Goodman, Attorney

Commissioner Merchant made a motion to stay with PRM for property and casualty insurance. Commissioner Williams seconded the motion. The motion passed unanimously.

Attorney Goodman advised that he had received a request from Ms. Sherry Snell Fitzpatrick, Insurance Coordinator, to go out for bids for health insurance as she was dissatisfied with the current service provider. Also speaking regarding the topic was the following:

Mr. Cody Taylor, Clerk of Court

Mr. Goodman suggested having Ms. Fitzpatrick bring this item to the Board at an upcoming meeting. No action was taken on this item.

The Chairman opened the sealed bids for the radio dispatch consoles. The following bids were submitted:

Vendor	Equipment & Accessories	Installation Fee	Total Bid
First Communications-Panama City	\$33,344.00	\$2,500.00	\$35,844.00
Ward Bell Communications-Bonifay	23,000.00	1,560.00	24,560.00
Control Communications, Inc.-Davie	31,473.00	17,000.00	48,473.00
Albany Communications-Albany, GA	No Bid	No Bid	No Bid

Commissioner King made a motion to award the bid in the amount of \$24,560.00 to Ward Bell Communications. Commissioner Music seconded the motion. The motion passed unanimously.

The Board discussed the request to go out for bids to enclose the storage barn at the Emergency Operations Center (EOC) site. Discussion included draft specifications that had been submitted and EOC budget. Chairman Monk advised that he would speak with Mrs. Stafford regarding getting the project ready for bid. No action was taken on this item.

(Request & Specifications)

The Board discussed recent changes to the Florida Retirement System, specifically the mandatory 3% employee contribution to retirement that would be effective soon. Also speaking regarding this topic was the following:

Mr. Cody Taylor, Clerk of Court

No action was taken on this item.

(Memo)

The Board discussed the Courthouse repairs item and estimate as prepared by Greenhorne and O'Mara. Also speaking regarding this topic were the following:

Mr. Cody Taylor, Clerk of Court

Mr. Brian Lemieux presented the estimate in the amount of \$9,700.00 for engineering services which included field review, prior to going out for bids. Commissioner King made a motion to go out for bids for the Courthouse repairs and renovations. Commissioner Music seconded the motion. The motion passed unanimously.

(Project Estimate, Letter)

The Board discussed the revised bid specifications for an invitation to bid County use asphalt. Attorney Goodman advised that the bid award contract term was one year, with a

renewal term option each year, for three years. Other discussion included whether to include the addition of a lime rock line item for base material in the bid. The Board agreed by consensus for the Attorney to make the revision to the draft.

(Bid Information)

The Board discussed the Transportation Regional Incentive Program (TRIP) and County Incentive Grant Program (CIGP) road project suggestion list as submitted by Greenhorne and O'Mara. Mr. Brian Lemieux, Engineer, discussed the roadway selections and also explained that both programs were based on a fifty percent match. He advised that the program application deadlines were June 15th and June 30th respectively. Also speaking regarding this topic was the following:

Mr. Jeff Goodman, Attorney

Chairman Monk advised the Board should bring their nominations to that June 14th meeting.

The Board discussed the road abandonment request for Cotton Circle of Mr. Bobby and Mrs. Kathy Lee. Attorney Goodman advised that he had sent an email today that was requesting further information from the Lees, and that he was awaiting their reply. No action was taken on this item.

The Board discussed the request for application for the E911 State Grant Program, which was a non-matching grant, as submitted by Mr. Clint Erickson, of 911 Mapping and Addressing. Commissioner Williams made a motion to apply for the grant. Commissioner King seconded the motion. The motion passed unanimously.

Mr. Roger Green, citizen, advised that according to a flood map, his home on Clifford Street appeared to be in a flood zone. The Board discussed this item. Chairman Monk advised that the most recent flood maps contained several errors and that further information regarding this issue could be obtained from Ms. Sherry Snell Fitzpatrick, Administrative Assistant. Mr. Cody Taylor, Clerk of Court, discussed this issue and advised that the recently adopted flood ordinance may have contained errors regarding the year of referenced maps. Attorney Goodman advised that he would discuss this item with City Attorney Luke Taylor. No action was taken on this item.

Commissioner King advised that he would like for employee disciplinary action to come before the Board. Attorney Goodman advised that the disciplinary action section of the personnel policy should be revised. Discussion included allowing department heads to continue disciplinary action for employees in their department, bringing disciplinary matters for department heads before the entire Board and notification of each Board member for any employee discipline that occurs. Attorney Goodman advised that he will draft a revised policy for the Board's consideration.

The Board discussed whether there was a policy regarding community service work completion. Mr. Cody Taylor, Clerk of Court, advised that there was not a written policy and discussed liability insurance and the Salvation Army. No action was taken on this item.

Chairman Monk advised that he had received a card of thanks addressed to the Board and Emergency Responders from Mr. Bennie Little.

Attorney Goodman discussed the general liability lease for the Ag Center as submitted by Mr. Brandon Young, of Project Graduation. 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.

Clerk

Chairman