

November 10, 2015
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 Mickey Locke, Commissioner Danny Powell, Commissioner Bobby Sasnett, Commissioner William Parish, and Commissioner David Whitaker, Chairman of the Board.

Jeff Goodman, County Attorney, was present.

Melissa Kabaci, Deputy Clerk, was present and kept the minutes.

The meeting was convened at 9:01 a.m. Chairman Whitaker opened the meeting with prayer and led the pledge.

The first agenda item was Agenda Additions or Deletions. Items added to today's agenda included:

Emergency Management Director items:

- Homeland Security Grant modification
- Emergency Operations Center training requests for proposals

Items deleted:

7) Emergency Medical Services (EMS) truck remount

Commissioner Sasnett offered a motion to approve the amended agenda. Commissioner Locke offered a second. The motion passed unanimously.

The next item was "Hearing the Public". The public was given an opportunity to speak with no one responding.

Commissioner Powell offered a motion to approve the following consent items:

- October 27, 2015 Workshop and Regular Session Minutes
- Pancreatic Cancer Day Proclamation
- Extension Director Salary - \$16,875 annually

Commissioner Parish offered a second. The motion passed unanimously.

(Proclamation)

Wendy Smith, Emergency Management Director, discussed the ninety (90) day extension she has received on the Homeland Security grant that was set to expire December 31, 2015. Discussion included modifying the scope of work to allow training exercises for the Emergency Operations Center (EOC) in a basic activation and the need to send out requests for proposals (RFP's) to vendors to conduct this training. Commissioner Parish offered a motion to approve modification in the scope of work for training to be completed by March 31, 2016. Commissioner Locke offered a second. The motion passed unanimously. Commissioner Parish offered a motion to approve placing the request for proposals (RFP's) to conduct the EOC training with Commissioner Locke offering a second. The motion passed unanimously.

(Grant Modification)

(RFP)

Ms. Smith also discussed the mandatory update required for the Local Mitigation Strategy (LMS) plan and requested approval to send out requests for proposals (RFP's) to secure a vendor to update the plan with the funds to come from the EMPA grant. Commissioner Locke offered a motion to approve issuing the RFP's with Commissioner Powell offering a second. The motion passed unanimously.

(RFP)

Ms. Virgie Bowen, Florida Department of Transportation (FDOT), discussed the current five (5) year work plan. Discussion also included various County projects, upcoming training that will be available for the application process and the \$14 million dollar SR 79 project.

(5 Year Work Plan)

Joey Marsh, Veterans Service Officer, discussed the services the Veterans Administration office provides for the 2,000 local Veterans to include outreach programs, enrollment in VA health care and the "Friends of Clifford Sims" project that takes care of local Veterans in nursing facilities. Discussion also included the revenue projection distributed to Veterans in the county each year.

Sherry Snell, Administrative Assistant, discussed receiving a notice of cancellation of insurance for Sanders Refuse Company and trying unsuccessfully to make contact with Ms. Sanders. The Board discussed the liability of operating without insurance, the breach of agreement and possibly holding a workshop to explore options of providing proper service. The Board authorized County Coordinator Wendel Whitehurst and Attorney Jeff Goodman to come up with alternative solutions for providing more efficient service to county residents. Commissioner Parish offered a motion to terminate the franchise agreement with Sanders Refuse. Commissioner Powell offered a second. The motion passed unanimously. Attorney Goodman advised he will send a certified letter advising of the termination.

County Coordinator Wendel Whitehurst recommended hiring Mark Sheppard for the vacant Bridge Crew Heavy Equipment Operator (HEO) position and advised Mr. Sheppard will secure his permanent Class A license within sixty (60) days of hire. Commissioner Parish offered a motion to hire Mr. Sheppard for the Bridge Crew HEO position with Commissioner Sasnett offering a second. The motion passed unanimously.

Mr. Whitehurst discussed the quotes he has received for graders and the option of purchasing versus leasing with the maintenance being included in the lease option. Discussion included Districts 4 and 5 being in need of graders now along with District 3 before long. Kyle Hudson, Clerk of Court, discussed three options the Board can choose: 1) A straight purchase using old FEMA funds; 2) A straight lease that will start lease payments immediately; 3) A lease to purchase where payments will be in arrears. Mr. Hudson also reminded the Board that funds were not budgeted in the current year for any of the options. The Board agreed by consensus to have Mr. Whitehurst discuss the options with the Clerk's finance office and bring the information back to the Board.

Kyle Hudson, Clerk of Court, discussed the overtime budget for the Road Department. Discussion included the expenditure of 46% of the annual overtime budget within the first two months. The Board discussed evaluating production time in the present four (4) day ten hour work week and possibly working a five (5) day week or alternating work days. No action was taken at this time.

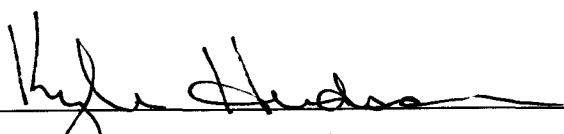
Tom Carpenter, Melvin Engineering, gave an update on the CR177 project to include the rain delay, a work change directive that will be coming through to address the ditch problem at Bethlehem School and the bridge approaches.

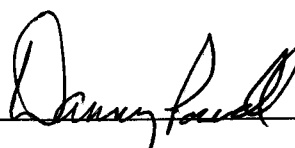
Chairman Whitaker discussed the vacant slot in his district for the Development Commission and advised Ean Williams has agreed to fill the vacancy. Commissioner Parish offered a motion to approve Mr. Williams to fill the Development Commission slot for District 3. Commissioner Powell offered a second. The motion passed unanimously.

The Board discussed the Requests for Qualifications (RFQ's) for engineers for the upcoming SCRAP and SCOP resurfacing projects and that Tobe Retherford Road is the only project the Department of Transportation (DOT) is requiring to be bid out for Engineering. Discussion included the other projects can be engineered in house as a part of the continuing services contract with County engineers. The Board agreed by consensus to authorize County Coordinator Wendel Whitehurst to come to an agreement with the County Engineers on the engineering and Construction and Engineering Inspection (CEI) of the various road projects.

The Board discussed several roads that portions will need to be cut out and patched to include Airport Highway, John Clark Road and Highway 181. Commissioner Parish offered a motion to authorize Mr. Whitehurst to assemble a list of road "cut and patch" projects, bid the projects out and bring an amount for repairs back to the Board. Commissioner Sasnett offered a second. The motion passed unanimously.

There being no further business at this time the meeting was adjourned at 10:07 a.m.


Clerk


Chairman