

November 8, 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:

October 25, 2011 Regular Session Minutes

DOT Maintenance & ROW Maps: Liberty School Road over Gum Branch &

Tony Parsons Lane over Sandy Creek

Pancreatic Cancer Awareness Month Proclamation

Budget Amendment #2 for 2010-2011

Commissioner Merchant seconded the motion. The motion passed unanimously.

The Board discussed the facilities maintenance request from the Property Appraiser's Office for shelving to be moved. Also speaking regarding this topic was the following:

Mr. Eddie Whitehurst, Special Projects Manager

The Board agreed by consensus to approve the request.

Attorney Goodman requested that the purchasing card item be discussed later in the meeting, so he could present it. The Board agreed by consensus.

The Board discussed the Lease Agreement between the Board and the Florida Department of Agriculture for the Agricultural Center and the Farmers' Market. Attorney Goodman clarified that this was an extension of the current agreement. Commissioner Williams made a motion to approve the agreement extension. Commissioner Music seconded the motion. The motion passed unanimously.

(Current Agreement, Lease Extension)

Attorney Goodman presented the 911 bid item, which was for the previously opened bids for training, equipment and maintenance. He advised that he and Mr. Clint Erickson, of 911 Mapping and Addressing, had reviewed the bids and that it was their recommendation to award the bid to CenturyLink. The Board discussed this item. The following bids were submitted:

Motorola Solutions	\$326,695.00
CenturyLink	256,139.00

Commissioner King made a motion to award the bid to CenturyLink. Commissioner Music seconded the

motion. The motion passed unanimously.

(Contract)

Mr. Clint Erickson, of 911 Mapping and Addressing, presented the annual Maintenance Contract for the current year E911 systems item for the older backup and Public Safety Answering Point (PSAP) equipment at Bonifay and New Hope. He advised that once the new equipment was in place, this contract would be prorated. The Board discussed this item. Commissioner Music made a motion to approve the contract. Commissioner Williams seconded the motion. The motion passed unanimously.

(Contract)

Attorney Goodman presented the striping bid recommendation item. He advised that Mr. Whitney Nelson, of Melvin Engineering, had reviewed the bids and that it was his recommendation to award the bid to Emerald Coast Striping in the amount of \$8,325.00. Mr. Whitney Nelson, of Melvin Engineering, advised that \$1,000.00 should be budgeted into the project contingency. Commissioner Merchant made a motion to award the bid to Emerald Coast Striping and to approve \$1,000.00 to be put into the project contingency. Commissioner Music seconded the motion. The motion passed unanimously.

Chairman Monk opened the Road Crew equipment sealed bids. The following bids were submitted:

Vendor	Chainsaws (9)	Trimmers (20)	Pole saws (6)
Lanes Outdoor Equipment	\$ 319.96 each	No Bid	\$ 479.99 each
	2,879.64 total	No Bid	2,879.94 total
Panhandle Tractor	No Bid	\$ 455.00 each	No Bid
	No Bid	9,100.00 total	No Bid

The Board discussed this item. Other discussion included State bid prices. Also speaking regarding this topic was the following:

Attorney Goodman

Commissioner Merchant made a motion for the Attorney to review the bids and if the bids were satisfactory, award the bid to the low bidder. Commissioner Williams seconded the motion. The motion passed unanimously.

The Board discussed the Local Agency Program (LAP) sidewalk project design engineering proposals. Melvin Engineering was the only firm to submit a proposal. Commissioner King made a motion to approve the proposal of Melvin Engineering. Commissioner Music seconded the motion. The motion passed unanimously.

The Board discussed Contract Modification #1 from South Gulf, Incorporated in the amount of \$3,699.00 for cleaning, priming and painting of handrails, doors and a ladder. Mr. Cody Taylor, Clerk of Court, advised that these items in addition to the final inspection were not included in the engineer's specifications. Also speaking regarding this topic was the following:

Mr. Howell, of South Gulf, Incorporated
Attorney Goodman

Commissioner Merchant made a motion to proceed with the contract modifications. Commissioner Williams seconded the motion. The motion passed unanimously.

(Contract Modification #1)

Mr. Jerome Szczekot, EMS Director, presented the EMS Department billing item. He advised that Mrs. Pam Fuller, Secretary, would be out on extended leave beginning in January 2012. He asked the Board whether they would be interested in contracting with a billing service in her absence. He also advised that it may be necessary to hire a part-time EMS Secretary in her absence in addition to the billing service. The Board discussed this item. Discussion included the following topics: possible contract terms and billing practices of other counties. Also speaking regarding this topic was the following:

Attorney Goodman

The Board agreed by consensus for Mr. Szczekot to bring more information back to the Board regarding billing service contract terms.

Mr. Jerome Szczekot, EMS Director, presented the EMS new hires item for additional "on call" staff. The following list was submitted for Board approval:

Ms. Mary Floyd-Paramedic
Mr. Philip Hayes-Paramedic
Mr. Charles Clayton-EMT
Mr. George McLeod-EMT
Ms. Amy Steverson-EMT

Commissioner Merchant made a motion to hire the "on call" people. Commissioner King seconded the motion. The motion passed unanimously.

The Board discussed the December holiday meeting schedule. Commissioner Williams made a motion to cancel the December 27th meeting and hold just one December Regular Session on December 13th at 9:00 a.m. Commissioner Music seconded the motion. The motion passed unanimously.

Mr. Whitney Nelson, of Melvin Engineering, presented change order #2 for the 179A road project. He advised that this change order was for items that were not in the original design. He also advised that after review, it was suggested that adjustment in asphalt thickness be made to combat a "rutting" issue. He asked the Board to consider approval of the change order in the amount of \$215,532.00. Commissioner Merchant made a motion to approve the change order. Commissioner Music seconded the motion. The motion passed unanimously.

(Change Order #2)

Chairman Monk discussed recent air conditioning issues at the Health Department. The Board discussed this item. Discussion included the following topics: the Health Department maintenance budget, vendor practices and repair procedure. Also speaking regarding this topic was the following:

Attorney Goodman

The Board agreed by consensus for the Health Department to collect quotes for future repairs and to present them to the Board for consideration.

Commissioner Merchant updated the Board regarding the Courthouse security meeting held last week. He advised that the Sheriff had requested \$45,000.00 for service from January through September, which included two armed deputies for screening and communications equipment. Also speaking regarding this topic was the following:

Mr. Keith Goddin, of the Sheriff's Department

Commissioner Williams made a motion to move \$5,000.00 from contingencies for Courthouse security. Commissioner Music seconded the motion. The motion passed unanimously. The Board discussed modifications that were necessary for adaptation of the metal detector at the front door of the Courthouse. Mr. Eddie Whitehurst, Special Projects Manager, discussed the materials necessary for the project and presented an estimate of \$150.00 to complete installation for the project. He advised that the project could be complete by January 1st. Mr. Cody Taylor, Clerk of Court, advised that Courthouse Facilities could pay for the installation fee. The Board agreed by consensus.

(Sheriff's Letter, Project Estimate)

Mr. Eddie Whitehurst, Special Projects Manager, discussed a proposed storage building at the Road Department Yard. He advised the cost of the building should be less than \$5,926.57, and that he would utilize materials that the County had before purchasing additional materials. Commissioner Williams advised that the project could be paid for from Road and Bridge Department contingencies. Commissioner Williams made a motion to approve the storage facility construction. Commissioner King seconded the motion. The motion passed unanimously.

(Project Estimate)

Mr. Whitney Nelson, of Melvin Engineering, updated the Board regarding work task order #1. He advised that the work had been completed with the exception of 179A.

Mr. Bennie Little, citizen, discussed the prospective sale of a Development Commission owned property, south of I-10. Also speaking regarding this topic were the following:

Mr. Wayne Powell, citizen

Mrs. Judy Powell, citizen

Other discussion included Development Commission action regarding this transaction. No action was

taken on this item.

Mrs. Connie Mason, Owner of the Dogwood Lakes Golf Course, asked the Board to consider reviewing the ordinance concerning beer sales on Sundays. Also speaking regarding this topic was the following:

Attorney Goodman

Other discussion included the following topic: the ordinance addressing this subject matter and sales of alcohol and beer by other area businesses. No action was taken on this item.

Mrs. Judy Powell, citizen, revisited the Development Commission property item. Other discussion included job creation. The Board discussed this item. No action was taken on this item.

Commissioner King updated the Board regarding a rock hauling request from November 2010. He advised that Mr. Ronnie Harrison had requested rock hauling, but had since decided that he did not need the service. No action was taken on this item.

Commissioner King advised that he had posted the Recycling Technician position. Commissioner King made a motion to hire Mr. Monty Williams as the Recycling Technician, effective Monday, November 7th. Commissioner Merchant seconded the motion. The motion passed unanimously.

Mr. Wayne Powell, citizen, revisited the Development Commission property item. Other discussion included Board appointments to the Commission. The Board discussed this item. Also speaking regarding this item were the following:

Attorney Goodman

Mr. Jim Brook, Development Commission Executive Director

No action was taken on this item.

Commissioner Merchant discussed purchase order requests, and Department Head spending discretion. The Board discussed this item. Other discussion included the following topics: EMS public relations activities, spending policies, State accountability and recent related events. Also speaking regarding this topic were the following:

Mr. Cody Taylor, Clerk of Court

Attorney Goodman

Mr. Jerome Szczekot, EMS Director

No action was taken on this item.

The Board discussed travel and training for Department employees. Mr. Jerome Szczekot, EMS Director, asked that an online training invoice be approved. Also speaking regarding this topic were the following:

Mr. Cody Taylor, Clerk of Court

Mr. Gary Burkhead, citizen

Commissioner Merchant made a motion approve the online training, if it was applicable to the employee's job. Commissioner Music seconded the motion. The motion passed unanimously. Commissioner Williams asked that Attorney Goodman address this item when working on policies. No further action was taken on this item.

Attorney Goodman presented the final draft of the purchasing card policy. He advised that it had been held for review and asked the Board for approval. The Board discussed this item. Commissioner Williams made a motion to approve the purchasing card policy. Commissioner Music seconded the motion. The motion passed unanimously.

(Policy)

Attorney Goodman discussed the posting and interview process for the EMS Director position. He asked the Board for their preference regarding job posting, committee composition, selection process and timeline. Also speaking regarding this topic was the following:

Mr. Jerome Szczekot, EMS Director

Mr. Cody Taylor, Clerk of Court

Mr. Buddy Foyer, citizen

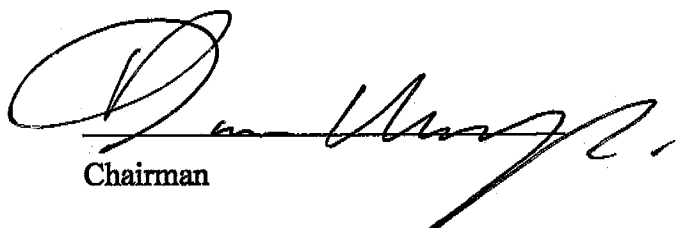
Mrs. Judy Powell, citizen

Commissioner Merchant made a motion to post the position internally and externally. Commissioner Music seconded the motion. The motion passed unanimously. The Board agreed by consensus to set a Special Session for December 6th.

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



Clerk



Chairman