

October 13, 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:

County Coordinator items:

12B) Pittman Fire Department tanker insurance

12C) Emergency Management Director position

Commissioner Parish offered a motion to approve the amended agenda with Commissioner Locke offering a second. The motion passed unanimously.

The next item was "Hearing the Public". Julia Bullington, Tourist Development Commission (TDC), discussed awarding an agreement to Dale Cox (consulting service) for the Technical Assistance Grant that has been approved from the Department of Economic Opportunity (DEO). Commissioner Sasnett offered a motion to approve signing the agreement for the consulting services with Commissioner Parish offering a second. The motion passed unanimously.

(Agreement)

Tom Carpenter, Senior Inspector with Melvin Engineering gave an update on the CR 177 project and advised the project is expected to be completed in forty five (45) days.

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

- September 29, 2015 Regular Session Minutes, October 2, 2015 Special Session Minutes
- SCRAP Agreement and Resolution #15-26 – CR 183A Project
- SCRAP Agreement and Resolution #15-27 – CR 181 Project
- SCOP Agreement and Resolution #15-28 – Tobe Retherford Road Project
- SCOP Agreement and Resolution #15-29 – Thomas Drive Project
- SCOP Agreement and Resolution #15-30 - Deacon Road project

Commissioner Powell offered a second. The motion passed unanimously.

(SCRAP and SCOP Agreements)

(Resolutions #15-26 - #15-30)

Debbie Morris, Supervisor of Elections, discussed having received the completed Memorandum of Agreement from the State she had requested the Chairman sign in a prior meeting. Ms. Morris also discussed the Lease/Purchase Agreement for new voting equipment and staff training. Discussion included the State funding \$107,000 for the equipment. Attorney Goodman discussed the agreement and advised that if the State pulls funding the Board must pay the remainder due on the equipment but feels the State will pay for the

duration of the agreement. Commissioner Parish offered a motion to approve the lease purchase of the equipment and any associated documents required. Commissioner Locke offered a second. The motion passed unanimously.

(Agreement)

Donnie Sellers, Forest Area Supervisor, discussed the annual forestry report and gave an update on the year's activity.

(Report)

Ms. Verna Barley discussed her request for a reduction in the Ordinance setback variance to secure the proper building permit for construction of a garage on her property and advised there will not be a problem with the owner on the side of the property since it is owned by a family member. Attorney Goodman advised she has a recommendation of approval from the Planning Commission. Commissioner Locke offered a motion to approve the setback variance with Commissioner Sasnett offering a second. Commissioners Locke, Sasnett, Parish and Whitaker voted yes with Commissioner Powell voting no. The motion passed.

(Letter of request and recommendation)

Attorney Goodman discussed the results of the rankings for the Community Development Block Grant (CDBG) Administrative Services. He advised the Jones-Phillips company ranked the highest. Commissioner Sasnett offered a motion to approve Jones-Phillips as the highest ranked and to enter into a contract to provide the administrative services for the CDBG grant. Commissioner Powell offered a second. The motion passed unanimously.

(Rankings)

The Board discussed approving the CDBG Grant Agreement for housing rehabilitation. Commissioner Powell offered a motion to approve the agreement with Commissioner Locke offering a second. The motion passed unanimously.

(Agreement)

Raymon Thomas, Director of the Development Commission, discussed the Department of Economic Opportunity (DEO) Technical Assistance Grant and the agreement that is required to obtain the grant. Discussion included that the grant application has been filed under the Commissioner's account name instead of the Development Commission's name and requested the Board sign the agreement and pass it on to the Development Commission. Attorney Goodman advised this will designate the Board of Commissioners as the Grantee for the terms of the agreement and they will have to fulfill the contract as the Grantee. Attorney Goodman advised he will look over the agreement and make a recommendation at the next meeting. No action was taken at this time.

Cindy McIlwain, SHIP program, discussed the certification of the annual report that is needed to receive their funding. Commissioner Sasnett offered a motion to approve and sign the Annual Report Certification form with Commissioner Locke offering a second. The motion passed unanimously.

The Board discussed the December meeting schedule. Commissioner Parish offered a motion to approve one single meeting in December on the regular day and date of Tuesday, December 8, 2015 at 9:00 a.m. Commissioner Powell offered a second. The motion passed unanimously.

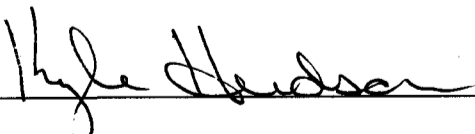
Wendel Whitehurst, County Coordinator, discussed a demotion request from Greg Harris to come off the Bridge Crew Heavy Equipment Operator position and transfer to District 1 as a Road Maintenance Technician. Commissioner Sasnett offered a motion to approve the demotion with Commissioner Powell offering a second. The motion passed unanimously.

Mr. Whitehurst discussed adding on a larger tanker truck for the Pittman Fire Department to the County insurance policy at the same rate of \$126.00 as the smaller tanker. Commissioner Locke offered a motion to approve the tanker truck insurance with Commissioner Parish offering a second. The motion passed unanimously.


Mr. Whitehurst discussed the vacant Emergency Management Director position and recommended hiring Wendy Smith for the position. Commissioner Parish offered a motion to approve the recommendation to hire Ms. Smith for the position. Commissioner Powell offered a second. The motion passed unanimously.

Cliff Bauer, Preble Rish Engineering, gave an update on the Old Mount Zion Road project.

There being no further business at this time the meeting was adjourned at 9:30 a.m.



Clerk



Chairman