

January 21, 2020  
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 Clint Erickson, Commissioner Phillip Music, Commissioner Bobby Sasnett, Commissioner Brandon Newsom and Commissioner Earl Stafford, Chairman of the Board.

Brandon Young, County Attorney, and David Corbin, Project Director, were present.

Angie Purvee, Deputy Clerk, was present and kept the minutes.

Chairman Stafford called the meeting to order at 9:12 a.m.

The first agenda item was Agenda Additions or Deletions. The following changes were made to the agenda:

- 5-B) Integrity Group – removed
- 5-E) Council on Aging – moved to 5-B

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

Commissioner Sasnett offered a motion to approve the January 7, 2020 Regular Session minutes with Commissioner Music offering a second. The motion passed unanimously.

Commissioner Erickson advised that the City of Bonifay is requesting support for their efforts to have the downtown Bonifay Historic District added to the National Register of Historic Places. Eddie Sims, Mayor of Bonifay, discussed the area the historic district encompasses and the benefits of being added to the register. Commissioner Erickson offered a motion to adopt Resolution 20-03 in support of the effort with Commissioner Music offering a second. The motion passed unanimously.

(Resolution 20-03)

Donna Meldon, President of the Council on Aging (COA), and Michael Brown, Finance Director for the COA, discussed their need for a passenger van and requested that the Board purchase the vehicle through State contract for the council. Discussion of this matter included the following:

- COA's expense to have Tri County Community Council (TCCC) transport clients
- County prohibited from purchasing and conveying van to COA
- County purchasing and leasing the van to COA
- Updating the building lease with COA to include the van
- COA obtaining a van from TCCC or through a grant program
- COA will not submit funding requests to the County in the future if van funds are approved
- Giving money to COA to purchase the van

Commissioner Erickson offered a motion to give the COA \$20,000 from contingencies in addition to the budgeted disbursement of \$6,000 to purchase a van. Upon acceptance of the money, the COA will sign a five year lease on the County's building for \$1 annually and agree to be fully responsible for the repair and maintenance of the

building. Commissioner Newsom offered a second and the motion passed unanimously. County Attorney Brandon Young will prepare the agreement for approval at the next meeting.

Brandon Young, County Attorney, opened the Supplemental Budget #2 hearing to the public. Alice Vickers, Clerk of Court, explained that the budget had to be amended to move the money budgeted for the abolished mechanic's position from the Transportation Trust fund to the General Fund contingencies for the new Administrative Assistant position created by the Board. With no response from the public, Commissioner Newsom offered a motion to approve Supplemental Budget #2 with Commissioner Sasnett offering a second. The motion passed unanimously. The public hearing was closed.

(Supplemental Budget #2)

Alice Vickers, Clerk of Court, presented Budget Amendment #3 moving money from the General Fund contingencies to fund the salary, overtime, FICA, retirement and insurance for the new Administrative Assistant position recently created by the Board. The budget amendment also reflects the money moved from Contracted Services for the Building and Planning Department to fund the Building Department Secretary's raise as well as the Building Inspector who was hired on a permanent part-time basis. Lastly, the budget amendment removes the money budgeted for a Road Department mechanic position to the interfund transfer account. Commissioner Erickson offered a motion to approve Budget Amendment #3 with Commissioner Music offering a second. The motion passed unanimously.

(Budget Amendment #3)

Alice Vickers, Clerk of Court, presented the Miscellaneous Appropriations Agreement executed by Tri County Community Council. The agreement reflects the terms for use of the funds and outlines how TCCC plans to use the County disbursement. Commissioner Erickson offered a motion for the Chairman to execute the agreement with Commissioner Music offering a second. The motion passed unanimously.

(Agreement)

Brandon Young, County Attorney, presented a proposed lease agreement with Modern Tech for the County owned building. The terms of the new lease include a term of one year effective February 1<sup>st</sup> with a payment of \$1 annually. Additional terms of the lease will include Modern Tech providing IT services and the costs of email to the Board's administrative office, the Building Department, the Road Department and Emergency Management. After further discussion by the Board, Modern Tech also agreed to reduce service fees for any County department to \$50 per call. Commissioner Newsom offered a motion to agree to the terms of the lease with Commissioner Music offering a second. The motion passed unanimously. Mr. Young will amend the lease to reflect the new terms.

David Corbin, Project Director, presented a proposed list of four bridges the County can submit to FDOT's Bridge Repairs Program. He stated that the Bridge Crew was instrumental in developing the list, the program is

for bridges only in need of repair and that the County's two engineering firms can split the design work for the bridges. The Board agreed by consensus to approve submitting the list to DOT.

(List)

Cliff Knauer, Dewberry Engineers, advised that the Dogwood Lakes dam repair will be completed within thirty days and that the contractor will be submitting a pay request for \$112,910.85. The Board agreed by consensus to the payment of the contractor's invoice.

Cliff Knauer, Dewberry Engineers, advised that the FDOT's Bridge Repairs Program was in place to repair bridges before emergency road closures were needed for bridge failure. He stated that it could hurt the County's chances of bridge replacement funds if they did not participate in the repair program.

Cliff Knauer, Dewberry Engineers, discussed the FEMA alternative procedures programs and requested direction as to the frequency of liquid asphalt testing on a road. The Board agreed by consensus to one test per road unless a vendor or the mix changes. Mr. Knauer stated that he is having issues with getting correct load tickets from GAC, Inc. and that he will not sign off on the contractor's pay request until the information is submitted. Discussion of this matter included the following:

- Quantities on load tickets are incorrect and new tickets have been requested
- Width of lime rock placed on roads is not consistent
- Overrun of rock and asphalt on Line Road
- Inconsistency will affect the amount of asphalt available to complete all the designated roads
- Engineer can stop contractor once amounts on bid schedule are reached or he can have them complete the road
- Milled asphalt coming directly from project and not getting weighed
- Responsibility if road is paved beyond the bid amount of 20 feet
- GAC, Inc. has contracted hauling trucks which come in various sizes, making loads difficult to measure
- Under run of asphalt on some roads may balance out supply
- Cost of sealing the roads
- GAC's project monitor should be responsible for monitoring amount of materials placed on a road
- GAC will dress the milled asphalt to the edge of the roads

The Board directed Mr. Knauer to cut off materials when the limit on the bid schedule has been reached on a road. Any materials left at the end of the entire project can be used on the roads that are not completed. County Attorney Brandon Young advised that the County may be responsible for Line Road since the Road Department set the width of the road. The Board directed that work on Line Road halt until the end of the project.

Cliff Knauer, Dewberry Engineers, advised that the Thomas Drive bridge repair project is currently out for bid.

Cliff Knauer, Dewberry Engineers, advised that the Bonifay/Gritney Road paving project is currently out for bid. A date in February will be scheduled to open the bids.

Rod Adams, Melvin Engineering, advised that the contractor on the CR 162 project has repaired the dip in the road. He stated that the project is almost completed with only shoulder work remaining.

Rod Adams, Melvin Engineering, advised that a construction conference will be scheduled for the Idlewood paving project when the bonds and contracts are ready.

Rod Adams, Melvin Engineering, requested information on the SCRAP/SCOP submittals. The Board directed that the list approved by the Board at an earlier meeting be provided to Melvin Engineering and Dewberry Engineers so that they can prepare the cost estimates.

Commissioner Erickson advised that five loads of dirt are needed for a property located on Old Liberty School Road near Gum Creek where a washed out occurred due to a fallen tree blocking the water flow. He stated that the property owner will do the work if the County will provide the dirt. Commissioner Erickson offered a motion to provide the dirt with Commissioner Music offering a second. The motion passed unanimously.

Commissioner Newsom discussed the disrepair of CR 181 stating that applications for grant funds to resurface the road have been submitted to DOT but have not been approved. Discussion of this matter included the following:

- Placing a weight limit on the road with an exception for agricultural vehicles
- Enforcing the weight limit
- Widening the road
- Reducing the speed limit on the road

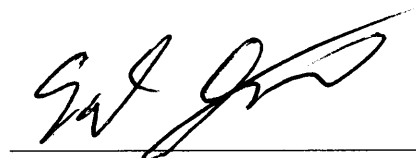
Commissioner Erickson offered a motion to resubmit CR 181 Phase 1 and 2 as top priority for SCRAP/SCOP funding if the projects are not approved this time and making CR 185 and CR 160 alternates. Commissioner Newsom offered a second and the motion passed unanimously.

The Board expressed their appreciation for Commissioner's Erickson mother preparing breakfast for the meeting.

There being no further business at this time, the meeting was adjourned at 10:30 a.m.



Clerk



Chairman