

March 26, 2019
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 Phillip Music, Commissioner Earl Stafford, Commissioner Bobby Sasnett, Commissioner Brandon Newsom and Commissioner Clint Erickson, 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 Erickson called the meeting to order at 6:02 p.m. David Corbin, Project Director, led the prayer and pledge.

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

- 9-A) Shirts for Commissioners
- 9-B) Bonifay/Gritney Road
- 9-C) Request from New Smyrna Church
- 6-A) Thank You Letter to Building Department
- 6-B) FEMA Update
- 6-C) Team for Doctors Memorial Golf Tournament
- 6-D) Ethics Training
- 9-D) Bulldozer

The following deletions were made to the agenda:

- 8-A) Pay to Grade

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

Romina Valerio, Holmes County SHIP Administrator, presented the Local Housing Assistance Plan (LHAP) technical revisions for funding years 2016 through 2019. She advised that the increased amounts for rehab, replacement and disaster projects were due to an increase in building materials and labor costs. Discussion also included the proposed funding for each type of project, the number of people the program will assist and the First Time Home Buyer Program. Commissioner Stafford offered a motion to accept the LHAP changes by adopting Resolution 19-07 and having the Chairman sign the plan certification. Commissioner Music offered a second and the motion passed unanimously.

(Resolution and Certification)

Steve Connell, EMS Director, presented the Agreement between Holmes County and Noma Fire Department for approval. He stated that Noma is working to repair their building and that New Hope Fire Department is the only department that has not signed an agreement with the County. Commissioner Stafford offered a motion to accept the agreement with Commissioner Music offering a second. The motion passed unanimously.

(Agreement)

Steve Connell, EMS Director, presented proposed Standard Operating Guidelines for the EMS Department. He stated that the guidelines are oriented more towards the EMS department than the Board's Policy Manual or the Union contract. Commissioner Newsom offered a motion to approve the guidelines with Commissioner Music offering a second. The motion passed unanimously.

(Guidelines)

Bob Jones, CDBG Administrator, presented Resolution 19-08 approving submission of the CDBG housing grant application and giving the Chairman the authority to sign the application. Commissioner Sasnett offered a motion to adopt the resolution with Commissioner Music offering a second. The motion passed unanimously.

(Resolution)

Clint Smith, 911 Director for the Holmes County Sheriff's Department, presented the E911 Rural County Grant Program Application forms for approval. He advised that the grants would pay for the purchase, maintenance and support of the equipment needed to run the 911 department. Commissioner Stafford offered a motion for the Chairman to sign the grant applications with Commissioner Music offering a second. The motion passed unanimously.

(Grant Applications)

David Corbin, Project Director, read a letter from a new resident to Holmes County expressing their appreciation of the efficient and diligent services of the Building Department.

Bob Stinebaugh, The Integrity Group, presented an update on FEMA Project 4138. The update consisted of the following matters:

- Extension request to be submitted
- Scope of work decision for alternative procedures projects
- Outstanding PWs to be completed by August
- Extensions will not be approved beyond the 8 year cut-off date of August 2, 2021
- Scheduling community meetings
- Problems of obtaining releases from property owners

The following citizen discussed this matter:

- Cliff Knauer, Dewberry Engineering,

Commissioner Newsom offered a motion to use chip seal for the alternative procedures scope of work. Commissioner Music offered a second and the motion passed unanimously.

Bob Stinebaugh, The Integrity Group, advised that the County did not apply for a Fiscally Constrained County Waiver for FEMA Project 4177. He stated that he is preparing a letter to submit to the State requesting the waiver which could mean an extra \$117,000 for the County.

Bob Stinebaugh, The Integrity Group, advised that his company had offered FEMA employee, Hannah Benton, a position with their company to assist with the local services. He stated that she has accepted the position and her last date of employment with the County would be April 3rd. Discussion included the need to find a replacement for her FEMA Project Monitor position or having Special Road Project Manager Albert Jordan monitor the work.

Commissioner Newsom discussed the Board's ability to access the interest earned on validated FEMA money. County Attorney Brandon Young advised that FEMA would not require repayment of any interest should it be deemed that the money was validated in error. Commissioner Newsom offered a motion to move the interest earned from the validated FEMA money into a "slush" fund that could be used how the Board deems necessary. Commissioner Music offered a second and the motion passed unanimously. The Board directed Project Director David Corbin to find out from Finance the amount of interest generated by the account.

David Corbin, Project Director, presented a request that the Board form a team for the Doctors' Memorial Golf Tournament. The Board agreed to form a team.

David Corbin, Project Director, advised that the Commissioners were registered for an ethics training course in DeFuniak Springs on May 2nd.

Cliff Knauer, Dewberry Engineering, presented the agreement for Hall Contracting to complete the Hwy 2 Boat Ramp project, as well as Change Order #1 reducing the price of the contract by \$7,000 by having the County load the contractor's trucks with dirt. Commissioner Newsom offered a motion to have the Chairman execute the agreement and change order with Commissioner Stafford offering a second. The motion passed unanimously.

(Agreement & Change Order)

Cliff Knauer, Dewberry Engineering, discussed the progress made on obtaining releases from the property owners along the Bonifay/Gritney Road. He stated that the paving project may be reduced from the 3.1 miles originally approved by DOT due to several property owners being unwilling to sign the releases. Commissioner Sasnett offered a motion to set a deadline of April 9th to have all the releases signed and submit a change of scope to DOT based on the easements signed at that time. Commissioner Music offered a second and the motion passed unanimously.

Cliff Knauer, Dewberry Engineering, advised that the DEP permits for the Dogwood Lakes dam repairs should be approved soon. He advised that the bid for the project will be advertised when the DEP permit is approved.

Cliff Knauer, Dewberry Engineering, advised that contractors George Roberts and Al Guettler have agreed to split the cost of using thermo to stripe the road on CR 181C from Old Mt. Zion Road to the County line.

Chairman Erickson presented a request from New Smyrna Church for help to replace an existing culvert that is failing. He stated that the culvert is connected to a County culvert and the Church has agreed to buy the new culvert and materials if the County will do the labor. Cliff Knauer, Dewberry Engineering, advised as to the traffic-grade pipe needed for the project. Commissioner Stafford offered a motion to grant the request contingent on receiving an easement with Commissioner Music offering a second. The motion passed unanimously. Special Road Projects Manager Albert Jordan will oversee the project.

Commissioner Sasnett discussed the need for the Board members to have white dress shirts embroidered with the County's seal for special occasions. Project Director David Corbin will order the shirts with each Commissioner purchasing their own shirt.


Chairman Erickson announced that the Dogwood Lake Golf Course has a potential buyer and discussed a possible tax exemption for the new owners under Holmes County Economic Incentive Ordinance 18-02. County Attorney Brandon Young advised that this would not qualify as a new business, but that any improvements the new owners make to the golf course affecting the property value could qualify for the tax exemption. Discussion included the Board's authority to abate property taxes, the portion of the taxes that can be exempted and the ten year expiration on the economic incentive referendum. County Attorney Brandon Young will review the ordinance and bring back further information to the Board at the next meeting.

Commissioner Music discussed the need for a bulldozer in his district. Discussion included available employees to run the bulldozer and the size needed. Project Director David Corbin will put together quotes for a used bulldozer.

There being no further business at this time, the meeting was adjourned at 7:01 p.m.



Clerk



Chairman