

April 1, 2019
Special Session
Bonifay, Florida

The Holmes County Board of Commissioners met in a Special Session on the above date with the following members present: Commissioner Phillip Music, Commissioner Earl Stafford, Commissioner Bobby Sasnett, Commissioner 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 4:15 p.m. Project Director David Corbin led the prayer and pledge.

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

- 9-A) Dumping on Private Property
- 9-B) Letter to Clerk's Office
- 9-C) Gulf Power Building Rent
- 9-D) Road Foremen Working in Other Districts
- 9-E) Mold on Awning at Board Office
- 9-F) Rollers and Trucks
- 9-G) Animal Control Officer
- 8-A) West Florida Electric Permit Application

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

Angela Dockery, owner of Vortex Springs, requested that the County pave Valee Road, which connects to the entrance of Vortex Springs. Discussion of the matter included the following:

- Road was scheduled to be paved by SCRAP, but was never done
- State agreed to pave the road because it connects two state highways, but was never done
- Revenue generated and taxes paid by Vortex Springs
- Number of customers and events planned at Vortex Springs
- Bridge replacement on the road
- Length of road and methods of paving

The following private citizen discussed this matter:

- Ed Russell, Bonnaroo Music Festival

The Board agreed by consensus to put Valee Road on the list next grant cycle and suggested Ms. Dockery contact the Tourist Development Council for assistance.

David Corbin, Project Director, advised that Road Department Secretary Shawna Lumpkin and FEMA Project Monitor Hannah Benton had submitted their resignations. He requested direction from the Board about finding replacements for their positions. Bob Stinebaugh, The Integrity Group, advised that the FEMA Project Monitor position did not need to be filled since his company is now providing those services. Commissioner Stafford offered a motion to advertise the Road Department Secretary position for three days in-house and two

weeks outside concurrently. Commissioner Music offered a second and the motion passed unanimously. Discussion about replacing the Road Department Secretary position included the following:

- Making the position a temporary seasonal job
- The current job description for the position
- Moving the position back to the Road Department Shop
- Having the position responsible for completing the computer work for the Road Foremen
- Having the position cross-train with Road Department Shop Supervisor
- Starting pay for position
- Using a portion of the current Road Department Secretary's pay to give the Building Department Secretary a raise
- Which portion of the current Road Department Secretary's pay is paid by FEMA
- Critical condition of the Building Department's revenue

Chairman Erickson relinquished the chair to offer a motion to set the Road Department Secretary's pay at \$12.43 per hour while making the position responsible for the iWorks data entry. Also, as part of the motion, the Building Department Secretary's pay will be raised to \$13.11 hourly.

Meeting was recessed at 5:27 p.m. and reconvened at 5:35 p.m.

Commissioner Erickson's motion died from lack of a second. Further discussion of this matter included the following:

- Advertising the base rate with the pay to be renegotiated when the new employee is hired
- Rate of pay for employees in other departments

The following citizens discussed this matter:

- Alice Vickers, Interim Clerk of Court
- Susan Harris, Library Director

Commissioner Sasnett offered a motion to give the Building Department Secretary a raise to \$13.11 per hour using a portion of the current Road Department Secretary's pay with Commissioner Music offering a second. Commissioners Music, Sasnett, Newsom and Erickson voted yes with Commissioner Stafford voting no. The motion passed. Commissioner Newsom offered a motion to advertise the pay for the Road Department Secretary position at \$11.43 per hour to be renegotiated based on the experience of the employee hired. Commissioner Stafford offered a second and the motion passed unanimously. Commissioner Sasnett offered a motion to have the Road Department Secretary position stay at the Board's office and do all the data entry into the iWorks program. Commissioner Stafford offered a second and the motion passed unanimously. The Board agreed by consensus that the Road Department Foremen will be able to keep the \$1.50 per hour they were given to do their own computer work, the foremen will catch up all their computer work before the new secretary is hired and the foremen must turn in all their hot spots.

Shawna Lumpkin, Road Department Secretary, presented the Public Assistant Funding Agreement for Hurricane Michael Category A debris removal. She advised that acceptance of the agreement will ensure an immediate reimbursement of 50% of the debris removal expense. Commissioner Stafford offered a motion to accept the agreement with Commissioner Music offering a second. The motion passed unanimously.

(Agreement)

Brandon Young, County Attorney, presented a permit for West Florida Electric Cooperative Association, Inc. to put up new power lines for a newly constructed home on Gasdorf Lane. He advised that the road side must be cleared by the County in order for the power poles and lines to be installed. Commissioner Newsom offered a motion to have the County clear the road side upon getting a right of entry from the property owner. Commissioner Stafford offered a second and the motion passed unanimously.

(Permit)

Chairman Erickson discussed the illegal dumping occurring by a County-maintained trench behind the Northdale subdivision. Discussion included that the dumping is occurring on private property, but is affecting the water drainage and County maintenance of the trench. County Attorney Brandon Young advised that the property is owned by a trust from Lynn Haven. He will write a letter requesting that the property be cleared of the debris and giving notice to the owner that they will be billed if the County has to clear the property.

Chairman Erickson discussed a letter requested by the Clerk's office about the interest earned on the validated FEMA funds. Interim Clerk of Court Alice Vickers advised that she will request a written opinion from FEMA before the interest will be made available to spend. Discussion of this matter included the following:

- Moving the interest to Road Department Contingencies
- Making the funds a separate line item
- Validated funds balance diminishing due to FEMA not currently validating completed projects
- Insurance coverage for accident claims
- Putting money aside for each District and how to split fairly
- Budgeting for Road Department for the next fiscal year

Ms. Vickers also discussed the auditor's comments from last year's audit regarding spending and the strict rules about hiring temporary help.

Chairman Erickson advised that The Integrity Group, the County's disaster recovery company, requested to rent office space in the Gulf Power building for \$200.00 per month. The Board agreed by consensus to the amount and County Attorney Brandon Young will prepare the agreement for the next meeting

Chairman Erickson advised that when he receives calls from citizens outside of his district stating that they have been unable to reach their Commissioner, he will contact the Road Foreman for that district to help the citizen.

Commissioner Music requested that the awning on the front of the Board's office be cleaned. Project Director David Corbin will request that Special Projects Manager Johnny Mathis do the work.

Commissioner Sasnett discussed the problem with a roller that continues to need repair work and requested that Project Director David Corbin reach out to the Beard Company about loaning the County a roller. Discussion also included the status of the insurance claim on the damaged dump truck and whether the insurance policy will fully replace the truck.

Bob Stinebaugh, The Integrity Group, advised that the time for the County to apply for a Fiscally Constrained County Waiver for FEMA Project 4177 has elapsed. He stated that the money the County has remaining for this project are for three PWs that the County does not intend to complete. Once the projects are de-obligated, the money will be sent back to FEMA and the project will be closed. The County is required to keep the records for five years.


Bob Stinebaugh, The Integrity Group, advised that there are currently 77 roads on the alternative procedures list for FEMA Project 4138 and that the scope of work will be changed to chip seal. Discussion of this matter included the amount of money available for alternative procedures, the expected costs of the projects, contracting out the work and the deadline for the project. The Commissioners will list the roads in order of priority at the next Regular Session.

Commissioner Newsom requested that a stack of concrete on Line Road be demolished and leveled out.

Commissioner Newsom advised that Animal Control Officer Jamie Cooper has requested a \$0.90/hour raise from his current \$12.44/hour pay. This matter was tabled to be discussed further at a later date.

There being no further business at this time, the meeting was adjourned at 6:57 p.m.


Clerk


Chairman