

April 9, 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 9:00 a.m. Albert Jordan, Special Road Projects Manager, led the prayer and pledge.

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

- 6-B) Highway 79 Corridor
- 6-C) Emergency Management Report
- 6-D) Ag Center Report
- 6-E) Sale of Surplus Equipment
- 10-A) Mailboxes on R.M Ward Road

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

Commissioner Stafford offered a motion to adopt the March 12, 2019 Special Session, March 12, 2019 Regular Session, March 20, 2019 Workshop and the March 20, 2019 Special Session minutes with Commissioner Music offering a second. The motion passed unanimously.

Brandon Young, County Attorney, announced that the Board's policy is to allow the non-agenda audience three minutes to speak.

Rebecca Prince, Chamber of Commerce presented the executed Miscellaneous Appropriations Agreement from the Chamber of Commerce agreeing to the terms and conditions for the County funds received and stating the intended use of the money. Commissioner Stafford offered a motion to approve the agreement with Commissioner Music offering a second. The motion passed unanimously.

(Agreement)

Donna Williams, Board Secretary, presented the renewal of Contract #CST30 with the Department of Revenue for the Sheriff's Office to continue serving child support paperwork. Commissioner Music offered a motion to execute the renewal with Commissioner Sasnett offering a second. The motion passed unanimously.

(Renewal)

Tammy Bozeman, Finance Director for the Holmes County Sheriff's Office, requested approval to apply for the 2017-2018 and 2018-2019 JAG grant. She advised that these are annual grants that provides funds to support law enforcement activities. Commissioner Stafford offered a motion to approve the request with Commissioner Music offering a second. The motion passed unanimously.

Tammy Bozeman, Finance Director for the Holmes County Sheriff's Office, requested approval to apply for a grant that would supply bullet proof vests for the Sheriff's Office. She advised that this is a 50/50 matching grant with the Sheriff's Office providing the match funds. Commissioner Music offered a motion to approve the request with Commissioner Stafford offering a second. The motion passed unanimously.

Steve Connell, EMS Director, presented Meredith Lee's resignation from her full time EMT position. Commissioner Music offered a motion to accept the resignation with Commissioner Newsom offering a second. The motion passed unanimously. Mr. Connell stated he would like to hire a full-time Paramedic in the open EMT position. Discussion included that one Paramedic position was left vacant last budget year and that EMS is currently exceeding its overtime budget. A Special Session is scheduled for April 30<sup>th</sup> at 5:00 p.m. to further discuss this matter.

Chairman Erickson presented the Memorandum of Agreement for 2018-2019 Federal Election Grant in the amount of \$6,760.16 to be used to improve the administration of federal elections. He also advised that there is a 15% County match requirement in the amount of \$1,014.02. Commissioner Stafford offered a motion to execute the agreement and pay the County's match from contingencies funds. Commissioner Music offered a second and the motion passed unanimously.

(MOA)

David Corbin, Project Director, requested a District 5 appointee for the reactivated Planning Commission. Chairman Erickson recommended Rebecca Prince for the appointment. Commissioner Stafford offered a motion to accept the recommendation with Commissioner Music offering a second. The motion passed unanimously. The current board members are as follows: Hubert Hendrix (D1), Wilburn Baker (D2), Carlton Treadwell (D3), Tony Dodd (D4) and Rebecca Prince (D5).

David Corbin, Project Director, advised that the Highway 79 Corridor committee had a meeting and was advised that the \$2.8 million infrastructure grant cannot be used for administrative costs. Discussion of this matter included:

- Entities involved includes City of Bonifay, Holmes County and Washington County
- Holmes County's portion of the \$100,000 administrative costs would be \$50,000
- City of Bonifay will not contribute to costs
- The costs will be reimbursed after five years when the Corridor generates revenue

A Special Session was scheduled for April 30<sup>th</sup> at 5:00 p.m. to discuss available funds.

John Hagans, Emergency Management Director, presented an overview of the training he and his assistant have received. He also discussed plans for reorganizing Emergency Management, meetings he has conducted regarding storm damage assessments and the completion of the School Retrofit Grant work.

David Corbin, Project Director, advised that he would like to schedule an auction for surplus equipment. Discussion included generating a list of the surplus items, having an on-site auction and possibly adding Emergency Management's Mobile Command Unit to the list.

Kalyn Waters, Extension Service Director, stated that the Ag Center has incurred water damage to such a degree that mold tests are not within the acceptable limits. Discussion of this matter included the following:

- Sources of the water damage
- Areas in the building most affected by mold
- Cost to gut the building and mold remediation approximately \$20,000
- Cost to remove mold and repair the building approximately \$50,000
- Mold has to be removed before workers can repair the water damage
- Options to ensure mold does not return once removed
- Extension Service currently relocated to the 4-H Barn
- Addressing the inadequate drainage around the building
- A grant that might help with the expense of the repairs

The following citizens discussed this matter:

- Cliff Knauer, Dewberry Engineering
- John Hagans, Emergency Management Director

The Board directed Building Inspector Mike Gerald to inspect the building with Engineer Cliff Knauer and return with recommendations for addressing the problems. Commissioner Stafford offered a motion to close the Ag Center indefinitely until the repairs can be completed. Commissioner Music offered a second and the motion passed unanimously.

David Corbin, Project Director, requested that the County Attorney write a letter to the renters at the Ag Center concerning damage they are causing to the parking lot. County Attorney Brandon Young will review the lease agreement to see if the issue is addressed.

Bob Stinebaugh, The Integrity Group, provided a list of the 49.8 miles of roads from each District that the Commissioners have selected for paving in the alternative procedures portion of the FEMA project. He advised that the list needed to be reduced by five miles because the costs would exceed available funds by approximately \$1 million. Discussion of this matter included the following:

- Average of eight miles of road per district for A/P
- Application for a one year extension has been submitted
- 3 months left until completion of outstanding PWs
- Available money for alternative procedures
- Adequate base for each road will depend on traffic load
- Earthwork, drainage and grass work for roads

The following citizens discussed this matter:

- Cliff Knauer, Dewberry Engineering

Commissioner Music removed North Holmes Creek Road from the list of roads in his District. Mr. Stinebaugh will view each road on the list with Engineer Cliff Knauer to determine the base work needed.

(List of Roads)

Cliff Knauer, Dewberry Engineering, advised that the Hwy 2 Boat Ramp renovation is waiting for the performance bonds from the contractor before a Notice to Proceed can be issued.

Cliff Knauer, Dewberry Engineering, advised that approval for changes on the Bonifay/Chipley Road requested by a property owner is pending.

Cliff Knauer, Dewberry Engineering, requested an extension on today's deadline for the easements on Bonifay/Gritney Road. He stated that a couple of the property owners have offered their land as a route around the property where the owners are unwilling to sign the releases. He requested time in order to see if an alternate route is feasible with the newly offered property. The County Attorney has also changed language in the easements upon request of two companies that own property on the road with approval pending. This matter will be discussed further at the April 30<sup>th</sup> Special Session.

Cliff Knauer, Dewberry Engineering, advised that the bid for the Dogwood Lakes dam repair has been advertised. He stated that a requirement of the DEP permit is an Emergency Action plan that requires a meeting of the parties listed to ensure everyone knows their responsibilities per the plan. He is going to schedule a meeting with the Sheriff's Office, Emergency Management, a Board member, the Project Director, the County Attorney and a representative from Dogwood Lakes.

Cliff Knauer, Dewberry Engineering, advised that approval of the Army Corps of Engineer permits are still pending on both the Bonifay/Chipley and the Bonifay/Gritney Road projects.

Rod Adams, Melvin Engineering, advised that the CR 181C is almost completed and that the final invoice with the close out documents should be ready for approval at the next meeting. Commissioner Sasnett stated that some of the mail boxes on the road have been turned the wrong way or are too close to the road. Mr. Adams will address the problem. Albert Jordan, Special Road Projects Manager, will see about the seed and mulch coverage for bare spots.

Brandon Young, County Attorney, advised that he is working to update the County's Procurement Policy and will have it ready for approval at the next meeting.

Brandon Young, County Attorney, discussed the ordinance that will be needed to change the Building Department's permit and inspection fees. The ordinance must be advertised before the changes are approved at the April 30<sup>th</sup> Regular Session.

Brandon Young, County Attorney, advised that an executive session needed to be scheduled to discuss the Lake Cassidy and other lawsuits. An Executive Session is scheduled for April 30<sup>th</sup> at 4:15 p.m.

Donna Williams, Board Secretary, advised that the insurance company has totaled the damaged dump truck and the money should be available within 30 days. There was no rental or vehicle replacement clause in the insurance policy.

David Corbin, Project Director, advised that Empire Truck Sales was coming to demonstrate an International dump truck next week.


Chairman Erickson discussed Project Director David Corbin's job duties and removing the limitations of his authority currently in place. Discussion included giving the position the same job description as the previous County Coordinator. The County Attorney will revise the job description and bring it back for approval at the April 30<sup>th</sup> Special Session.

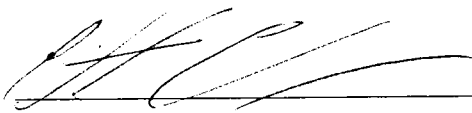
Mike Gerald, Interim Building Inspector, discussed the proposed Building Department fee increase and his request for \$65 per hour for duties beyond inspections. Discussion included the approximate 25% fee increase, that no fees for planning & zoning functions are currently in place and whether to continue with a contracted inspector or hire a full time employee.

The Board directed Special Road Projects Manager Albert Jordan to remove the trees in the median at Dogwood Lakes that are coming through the asphalt.

Commissioner Sasnett discussed the heavy traffic on Valee Road at Vortex Springs and how the County needs to support the efforts of the owners to make the business successful. He removed Simmons Lane from his FEMA alternative procedures list and added Valee Road.

There being no further business at this time, the meeting was adjourned at 10:31 a.m.

  
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Clerk

  
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Chairman