

April 24, 2018  
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 Clint Erickson (via telephone), Commissioner Bobby Sasnett, Commissioner Phillip Music and Commissioner Danny Powell, Chairman of the Board.

Joey Marsh, County Coordinator, and Brandon Young, County Attorney, were present.

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

Chairman Powell called the meeting to order at 6:00 p.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-A) Mack Dump Truck Purchase
- 6-B) Assistant Veteran Service Officer Position
- 6-C) John Deere Grader Lease
- 6-D) MSBU Discussion
- 5-F) Variance Request by Lonnie Hicks

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

Brandon Young, County Attorney, requested that the Fire Advisory Board agenda item be tabled until the next meeting.

Joey Marsh, County Coordinator, advised that the updated Memorandum of Agreement with the Department of Economic Opportunity that was approved at the last Regular Session has been returned to the State. Mr. Marsh stated that the Chairman was listed as the sole contact since a contact from a non-profit organization engaged in economic development is not available.

Commissioner Music offered a motion to adopt the April 10, 2018 Regular Session minutes with Commissioner Locke offering a second. The motion passed unanimously.

Joey Marsh, County Coordinator, presented the 2017-2018 Budget Amendment #1 showing routine adjustments to revenues and expenses. Commissioner Music offered a motion to approve the budget amendment with Commissioner Locke offering a second. The motion passed unanimously.

(Budget Amendment #1)

Joey Marsh, County Coordinator, requested approval for Chairman Powell to attend the 2018 Public Risk Management Annual Conference from June 20<sup>th</sup> to June 22<sup>nd</sup>. Commissioner Sasnett offered a motion to approve the conference attendance and travel request with Commissioner Music offering a second. The motion passed unanimously.

Garrett Griffin, West Florida Regional Planning Council, presented Resolution 18-06 for approval to increase the Local Housing Assistance Plan maximum spending limit from \$25,000 to \$28,500 for one SHIP project. Discussion included that this is a one-time exception to repair a previously unknown issue that deals specifically with the structural integrity of the project. Commissioner Locke offered a motion to adopt Resolution 18-06 with Commissioner Sasnett offering a second. The motion passed unanimously.

(Resolution 18-06)

Lonnie Hicks, a private citizen, advised that his home had burned down and requested that the Board grant him a variance from the floodplain management regulations adopted by ordinance so he could afford to set up a new home. He stated that FEMA has declared his entire property to be a flood zone which will increase the cost of placing a mobile home on this property by approximately \$20,000. Roger Williams, Building Inspector and Floodplain Manager, discussed the requirements to grant a variance, the possibility a variance could jeopardize the flood insurance premiums for the County's residents and how FEMA developed the flood zone map. This matter was tabled until the next session for the County Attorney to ensure that issuing a variance will not affect the other flood insurance policyholders in the County.

Joey Marsh, County Coordinator, requested that the Board rescind the motion made in January to purchase five 2019 Mack Dump trucks and lease three Mack trucks from Capital Truck, Inc. He advised that the trucks were initially to be available by May, but delivery has now been delayed until August or September. Commissioner Sasnett offered a motion to rescind the motion to purchase the five and lease the three Mack trucks. Commissioner Music offered a second and the motion passed unanimously. Mr. Marsh requested that the money that was to be used to purchase the 2019 Mack Trucks be used to pay off the five Kenworth trucks. Commissioner Music offered a motion to pay off the five Kenworth trucks in the amount of \$640,720.24 with Commissioner Sasnett offering a second. The motion passed unanimously.

Joey Marsh, County Coordinator, advised that, after interviewing six candidates, he hired Amy Cutchen as the Assistant County Veteran Service Officer starting on May 14<sup>th</sup> at an annual salary of \$34,000.

Joey Marsh, County Coordinator, requested approval of the lease contract for three John Deere graders scheduled to be delivered tomorrow. Commissioner Locke offered a motion to approve the lease with Commissioner Music offering a second. The motion passed unanimously.

(Lease Agreement)

Joey Marsh, County Coordinator, requested approval to place the five 2007 Mack trucks up for auction advising that the auction company has guaranteed a minimum of \$50,000 for each truck. Commissioner Sasnett offered a motion to approve the request with Commissioner Locke offering a second. The motion passed unanimously.

Joey Marsh, County Coordinator, advised that after the Fire Advisory Board met with a representative from the Governmental Services Group regarding the MSBU referendum, he believes that a study needs to be done to find the best way to assess the tax. Mr. Marsh stated that the study will cost approximately \$20,000 and cannot be completed before the May 31<sup>st</sup> deadline to have the referendum to the Supervisor of Elections office. Commissioner Locke offered a motion to rescind the motion to put the MSBU referendum on the 2018 ballot while still keeping the ordinance in place and moving forward with the study when the money can be budgeted. Commissioner Music offered a second and the motion passed unanimously.

Commissioner Erickson discussed removing the franchise fee referendum from the 2018 ballot. Discussion included determining how the fee will be assessed and utilized as well as educating the public regarding the fee. Commissioner Erickson offered a motion to rescind the motion to place the franchise fee referendum on the 2018 ballot with Commissioner Locke offering a second. Commissioners Erickson, Locke, Sasnett and Powell voted yes with Commissioner Music voting no. The motion passed.

Rod Adams, Melvin Engineering, presented Change Order No. 1 for the Tobe Retherford Road project to adjust the contract price to allow for the purchase of additional sod. Commissioner Sasnett offered a motion to approve the change order with Commissioner Locke offering a second. The motion passed unanimously.

(Change Order #1)

Rod Adams, Melvin Engineering, presented the materials and cost options for constructing a helicopter pad at the Gritney Fire Department. He advised that he will ask if DOT will approve funding the pad.

Alyssa Pettis, Dewberry Preble-Rish, advised that while Roberts and Roberts was the lowest bidder for the 181C paving project their bid still came in over-budget. Discussion included areas where money could be saved to get the project within budget. Commissioner Sasnett offered a motion to award the bid to Roberts and Roberts contingent on DOT approval with Commissioner Locke offering a second. The motion passed unanimously.

Alyssa Pettis, Dewberry Preble-Rish, stated that the Tobe Retherford Road paving project is on schedule to be completed by the 55-day deadline.

Joey Marsh, County Coordinator, advised that the contractor will return to the Deacon Road project soon to finish the shoulder work.

Joey Marsh, County Coordinator, requested that reviewing and awarding the engineering bids for the FEMA projects be rescheduled to the second session in May. Commissioner Locke offered a motion to reschedule the bid meeting to a Special Session on May 29<sup>th</sup> at 4:00 p.m. Commissioner Sasnett offered a second and the motion passed unanimously.

Brandon Young, County Attorney, presented the proposed Cell Phone Policy for approval advising that the policy would go into effect on May 1<sup>st</sup>. Commissioner Locke offered a motion to approve the new cell phone policy with Commissioner Sasnett offering a second. The motion passed unanimously.

(Cell Phone Policy)

Brandon Young, County Attorney, advised that that revised Policy and Procedures Manual will be presented at the next session for approval.

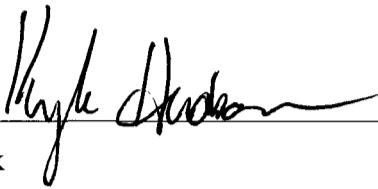
Brandon Young, County Attorney, expressed his appreciation for the opportunity to attend the Canvassing Board Conference.

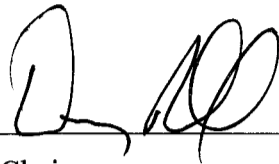
Albert Jordan, Special Road Projects Manager, requested direction from the Board regarding the ditch in front of Greg Barton's house on Southride Lane. Joey Marsh, County Coordinator, advised that the engineer is gathering quotes for an inlet and he will talk with Mr. Barton regarding his willingness to contribute to the cost of an inlet.

Albert Jordan, Special Road Projects Manager, advised that the final cap of milling for Deal Lane is scheduled to be put down tomorrow.

Commissioner Erickson expressed his appreciation for the opportunity to attend the Canvassing Board Conference.

There being no further business at this time the meeting was adjourned at 7:25 p.m.

  
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Clerk

  
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Chairman