

June 11, 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.

David Corbin, Project Director, presented Brandi Lowery as the new Executive Assistant to the Board.

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

- 10-B) Ag Center
- 10-C) Machine Demonstration
- 10-D) Dump Truck
- 10-E) Letter from DRC
- 6-A) Cell Phone Policy replaced with Tri County Vehicle Donation
- 6-B) Backhoes

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

Commissioner Music offered a motion to adopt the May 22, 2019 Special Session and the May 28, 2019 Regular Session minutes with Commissioner Stafford offering a second. The motion passed unanimously.

Kelly Arndt, and other members of the Legacy Vets MC, presented a plaque to the Board in appreciation of the work done on Brotherhood Memorial Drive.

Susan Curby and Ann Rogers, private citizens from Dogwood Lakes, expressed their appreciation for the work done in their community. Also discussed were the committees formed so that the community can communicate with the Board and their concerns about restoring the lake. They requested a Board member and the Project Director attend their July 22nd meeting.

Ted Everett, Washington County Economic Development Council, and Raymon Thomas, Development Commission, presented the Rural Deal of the Year plaque awarded by the Florida Economic Development Council to Holmes County and the other entities for their efforts in forming the Highway 79 Corridor Authority. Discussion included the history of the Authority and the people that were instrumental in originating the project.

Raymon Thomas, Development Commission, presented a letter requesting approval for the Development Commission to apply for four grants focused on the economic development of the County. Commissioner Music

offered a motion to approve the request and for the Development Commission to be listed as the Grant Administrator. Commissioner Newsom offered a second and the motion passed unanimously. Mr. Thomas also expressed his appreciation of the County's work on the Development Commission's Highway 90 property.

(Letter)

Kalyn Waters, Extension Service, advised that the scope of work to renovate the Ag Center is being completed and will be ready to go out for bid soon.

Kalyn Waters, Extension Service, requested permission to apply for the Florida Department of Agriculture and Consumer Services (FDACS) grant for the Ag Center improvements. She stated that the funds would not be available until next year, but could be used to complete the final renovations at the Ag Center. Commissioner Stafford offered a motion to approve applying for the grant with Commissioner Music offering a second. The motion passed unanimously.

Kalyn Waters, Extension Service, requested a \$50 cell phone stipend for her assistant for the time that the Extension Service is housed in the barn. She stated that her budget will not support wiring the barn for a landline and that her assistant's phone has been the only available source of phone service since the relocation. Commissioner Newsom offered a motion to grant the request making the stipend retroactive to December and to continue until the Extension Service is moved back into their office. Commissioner Stafford offered a second and the motion passed unanimously.

Joel Paul, Jr., Executive Director for Tri-County Community Council, discussed the donation of a utility van to the County and requested that the Board submit a formal request for any vehicles available for donation in the future. Commissioner Stafford offered a motion to send the request for vehicle donations with the request stating that the vehicle should be titled to the Holmes County Board of County Commissioners. Commissioner Music offered a second and the motion passed unanimously.

David Corbin, Project Director, presented the \$400 invoice from the Holmes County Sheriff's Office Auxiliary for patrol services at Lake Cassidy on the Memorial Day weekend. Commissioner Newsom offered a motion to approve paying the invoice using contingencies funds with Commissioner Music offering a second. The motion passed unanimously. Discussion included requesting that the Sheriff's office provide the same services at Lake Cassidy for the July 4th weekend. Mr. Corbin will contact the Sheriff's office about the request.

(Invoice)

David Corbin, Project Director, advised that, pursuant to Library Director Susan Harris' retirement, the hiring committee is recommending current Assistant Director Becky Marsh for the position. The Board heard from Ms. Marsh about her experience and desire for the position. Ms. Harris also discussed her history as the director and expressed her appreciation for the opportunity to serve as Director. Commissioner Stafford offered a motion to accept the recommendation to hire Ms. Marsh effective June 13th paying \$15.50 per hour. Commissioner Music offered a second and the motion passed unanimously.

David Corbin, Project Director, presented quotes for purchasing four new Caterpillar backhoes from Thompson CAT through State contract. Tommy Walker, Thompson CAT, discussed the trade-in values of the County's current backhoes, availability of new equipment and financing options. The Board tabled this matter to give Mr. Corbin time to discuss the trade-in offer with Mr. Walker.

(Quotes)

Bob Stinebaugh, The Integrity Group, presented a FEMA Disaster 4399 funding agreement for his company to pursue reimbursement for damages caused by Hurricane Michael as well as appointing a point of contact (POC). Discussion included how Integrity Group would be paid from the administrative funds and that Project Director David Corbin would be named the POC in the agreement. Commissioner Newsom offered a motion to enter into an agreement with The Integrity Group for FEMA DR 4399. Commissioner Stafford offered a second and the motion passed unanimously.

(Agreement)

Bob Stinebaugh, The Integrity Group, advised that two PWs from FEMA Disaster 1831 needed to be addressed due to permitting issues. Discussion included paying Integrity's administrative costs from the validated funds the County has received. The Board tabled this matter until the exact amount of the funds available and more definite costs for resolving the issues could be determined.

David Corbin, Project Director, presented an invoice from The Integrity Group for their May services for FEMA Disaster 4138 in the amount of \$38,790 for approval. Discussion included expected future invoicing and the availability of the next advance. Commissioner Stafford offered a motion approving payment of the invoice with Commissioner Newsom offering a second. The motion passed unanimously.

(Invoice)

David Corbin, Project Director, advised that the bids for the rock and milled asphalt for the FEMA alternative procedures have been advertised.

David Corbin, Project Director, discussed getting a group together to go to Tallahassee to discuss the validated funds for #4138 with FEMA.

Chairman Erickson discussed use of the FEMA validated funds and the interest earned on the funds. Discussion included:

- FEMA work is wearing out the County equipment
- The depletion of the Road Department's maintenance budget
- Using the validated FEMA funds to pay the first year's payment for 4 new backhoes

Alice Vickers, Clerk Ad Interim, advised the Board that the \$21,000,000 project will be audited by the State to determine if the work was done and reported correctly. She also advised that if the audit determines that funds

must be reimbursed to the State, the validated funds will be needed since the County only has \$500,000 in reserves.

Cliff Knauer, Dewberry Engineering, requested clarification concerning the renovations to the Ag Center. Discussion included that the tiled floor was to remain and that replacing the drywall will be listed as a unit price when preparing the bid specs since the amount of drywall to be removed is undetermined at this point.

Cliff Knauer, Dewberry Engineering, advised that the DEP comments on the Dogwood Lakes Emergency Action Plan has been addressed and that DEP's final plan will be brought back for the Board for approval.

Cliff Knauer, Dewberry Engineering, advised that the Bonifay/Gritney Road survey work is still in progress and that the redesign of the plans will take approximately two weeks. He stated that DOT will have to approve the redesign and the Army Corps of Engineers permit is still pending.

Cliff Knauer, Dewberry Engineering, advised that the Emerald Coast Planning (formally known as West Florida Regional Planning Council) has oil spill money available to extend the Camp Branch improvements beyond the city limits and to build evacuation shelters in the surrounding municipalities. An agreement for these funds will be brought to the Board for approval.

Cliff Knauer, Dewberry Engineering, stated that the contractors are working on the parking lot at the Highway 2 boat ramp with approximately two months left on the project.

David Corbin, Project Director, discussed the wash out at the Cerrogorodo boat ramp. Cliff Knauer, Dewberry Engineering, discussed his design for placing a steel grate over the wash out. He will see if the design would work for the boat ramp.

Rod Adams, Melvin Engineering, stated that contractors, Roberts and Roberts, will be repairing the washouts on C.R. 181C when the rain stops.

Rod Adams, Melvin Engineering, advised that DOT has a signal project pending at the intersection of State Road 2 and C.R. 173 and is requesting the County's input and review on the project. He requested that the Board comment about the turn out radius for semi-trucks at the intersection. The Board agreed by consensus to submit the recommended comment.

Rod Adams, Melvin Engineering, stated that the SCRAP/SCOP applications for phase two of C.R. 181 and C.R. 179 should be completed next week.

Brandon Young, County Attorney, presented the interlocal agreement between the Highway 79 Corridor Authority and Holmes County for approval which will obligate the County for two \$50,000 payments. Discussion included the possibility that the Development Commission will fund the first \$50,000 payment. Commissioner Stafford offered a motion to approve the agreement with Commissioner Music offering a second. The motion passed unanimously.

(Agreement)

Chairman Erickson presented a letter of reference for Liberty Partners to the Washington County Board of County Commissioners for approval. Commissioner Stafford offered a motion to approve the letter with Commissioner Music offering a second. The motion passed unanimously.

(Letter)

Commissioner Stafford requested that the commissioners attend the demonstration of a reclaimer machine being held June 19th on Jessie O. Lewis Road. Discussion included that the machine breaks up roads, repacks them and can be used to maintain milled asphalt roads.

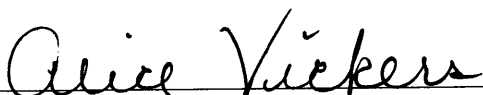
Commissioner Sasnett discussed the need to replace the totaled dump truck in his district. A partial payment of \$99,000 has been received from the insurance company. The Board directed Project Director David Corbin to check on the remainder of the insurance payout. Commissioner Sasnett offered a motion for Mr. Corbin to offer Kenworth \$99,000 towards the purchase of a dump truck at the State contract price with an agreement to pay the balance due when the remainder of the insurance settlement is received. Commissioner Stafford offered a second and the motion passed unanimously.

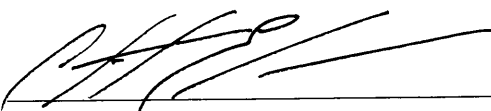
Chairman Erickson presented a letter from Charles Kraft, DRC Emergency Services, thanking the County for the help received during the Hurricane Michael debris cleanup.

(Letter)

Chairmen Erickson discussed the caution light at the intersection of CR 160 and CR 177 that was hit by a portable building company. Discussion included the County's maintenance contract with Griffin Traffic or having County workers complete the repair. Project Director David Corbin will review the maintenance contract and contact Griffin Traffic to repair the light.

There being no further business at this time, the meeting was adjourned at 11:05 a.m.


Clerk


Chairman