

June 25, 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 6:00 p.m. David Corbin, Project Director, led the prayer and pledge.

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

- 10-B) County Liability, Casualty and Property Insurance
- 10-C) Project Director Job Description
- 10-D) Emergency Management Director Position
- 10-E) Purchase of Vehicle from Sheriff's Office
- 10-F) Ag Center Update
- 10-G) Town of Westville
- 10-H) Laura Ingalls Wilder Historic Site on CR 163
- 10-I) Milled Asphalt/FEMA Workers
- 6-D) EMS CenturyLink
- 9-A) Interlocal Agreement - deleted
- 5-C) Remove LMS grant portion and leave EMPA Grant Agreement

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

David Corbin, Project Director, presented a certificate of appreciation to Road Department employee, Johnny Weeks, in recognition for keeping his County vehicle clean.

David Corbin, Project Director, presented a certificate of appreciation to Road Department employee, Gary Everett, in recognition of his outstanding performance in operating the County's cutter.

Chase Goddin, resident of Holmes Road, Westville, discussed the drainage issues caused on his road due to not having a proper ditch. Discussion also included how the issue was impacting C.R. 181 and possible grants to fund the repair. The County Engineer will view the road and draw up plans for the repair.

Brandon Young, County Attorney, advised that a public hearing was scheduled tonight for Ordinance 19-01 pertaining to activities in the County's parks. Chairman Erickson opened the public hearing for the ordinance. Attorney Young read the ordinance onto the record, discussed the prohibited activities in the County's parks and the penalties that can be imposed on violators. The public was given an opportunity to speak with no one

responding. Chairman Erickson closed the public hearing. Commissioner Music offered a motion to adopt Ordinance 19-01 with Commissioner Stafford offering a second. The motion passed unanimously.

(Ordinance 19-01)

Gina Collins-Churchwell and Jennifer Losee discussed the Annual Walk of Hope, an event for suicide awareness and prevention. The discussion included the County's suicide statistics, the history of the event and the plans for the proceeds. The Board's support of the event was requested.

David Corbin, Project Director, presented the 2019-2020 Emergency Preparedness Grant Agreement with the State for approval. Discussion included that this grant partially funds the County's Emergency Management office. Commissioner Stafford offered a motion to approve the grant with Commissioner Music offering a second. The motion passed unanimously.

(Agreement)

Chairman Erickson advised that two Commissioners needed to be appointed to the Value Adjustment Board (VAB). Commissioner Stafford offered a motion to appoint the commissioners from District 5 and District 2 to the Board. The motion died for lack of a second. Commissioner Newsom offered a motion to appoint the commissioners from District 2 and District 4 to the VAB with a second from Commissioner Stafford. The motion passed unanimously.

Chairman Erickson advised that two Commissioners needed to be appointed to the Canvassing Board. Commissioner Sasnett offered a motion to appoint the commissioners from District 4 and District 2 to the Board with a second from Commissioner Music. The motion passed unanimously.

Brandon Young, County Attorney, presented an interlocal agreement with the Development Commission stating that the \$50,000 the commission has offered to pay on behalf of the County for the Highway 79 Corridor administrative costs will be reimbursed within five years. According to the agreement, if the project is not sustaining a profit by that time, the money will not have to be reimbursed. Commissioner Stafford offered a motion to execute the agreement with Commissioner Music offering a second. The motion passed unanimously.

(Agreement)

The Board agreed by consensus to table appointing the homestead property owner to the VAB until the next meeting.

Tommy Walker, Thompson CAT, presented an offer to demonstrate a Weiler reclaimer machine on Ammons Road next week. Discussion included that Walton County would also attend the demonstration, the cost of the machine and the available warranty.

Barbara Lee and Michael Lewis, Department of Transportation, discussed reinstating a Community Traffic Safety Team (CTST) in Holmes County. Discussion included the recommended members to include on the team, the safety projects that DOT will fund and the next scheduled meeting. Ron Farrington, Mayor of Ponce de Leon, discussed an intersection in his town that needed a traffic signal.

David Corbin, Project Director, advised that the 100 kw generator and trailer currently being stored behind the Emergency Management office were purchased with grant funds and now belong to the County. Commissioner Sasnett offered a motion to declare the generator and trailer surplus and transfer the items to a municipality (Esto) with Commissioner Music offering a second. The motion passed unanimously.

David Corbin, Project Director, requested that the \$10,000 to renew the consulting services contract with Liberty Partners be placed on next year's budget. County Attorney Brandon Young will discuss the terms of the renewal contract with Liberty Partners and bring it back for the Board's approval. Chairman Erickson discussed possible legislative appropriation projects for next year to include a new Westville EMS facility, a Sheriff's Office substation and storm shelters.

Steve Connell, EMS Director, discussed internet speed problems at some of the EMS stations around the County. He advised that CenturyLink has agreed to install fiber lines to increase internet speed at the New Hope and Bonifay stations with the service increasing his budget next year by \$1,219. He stated he will do his due diligence to find the money within his budget. The Board agreed by consensus to allow Mr. Connell to initiate the service.

Bob Stinebaugh, The Integrity Group, presented an update on the scope change for the alternative procedures filed with FEMA. He advised that a balance of \$12,246,504.70 remains of the initial \$21 million awarded and he will have more information when the milled asphalt bids are awarded.

Chairman Erickson advised that Engineer Cliff Knauer, Dewberry Engineering, stated that the paperwork for the Bonifay/Gritney Road project is being finalized and that dirt testing has commenced on the Dogwood Lakes dam repair.

Rod Adams, Melvin Engineering, presented options to repair the drainage issues on Love Road caused by the steep grade and deep ditches. Discussion included filling the ditches with clay, using rip rap with baskets and cementing the side walls of the ditch. Mr. Adams will return with estimates on the costs of the repair.

Rod Adams, Melvin Engineering, advised that the SCRAP and SCOP applications for the additional \$20 million DOT made available are due. He stated that the County's application for phase 2 of CR 181 and phase 2 of CR 179 will be submitted by July 1st.

Chairman Erickson presented a video presentation by American Patch, a company with a road patch alternative to cold patch. Project Director David Corbin will get in touch with the company about a demonstration and pricing.

Commissioner Newsom advised that his district needed a new backhoe and discussed using FEMA validated funds for the purchase. He received a quote from Thompson CAT in the amount of \$85,000 after the \$23,000 trade-in value for the County's current backhoe. Commissioner Newsom offered a motion to purchase the backhoe using \$85,000 from the #4138 validated FEMA funds and then reimbursing approximately \$70,000 of that money with #1831 FEMA funds. Commissioner Stafford offered a second and the motion passed unanimously. Alice Vickers, Clerk of Court, discussed her attempts to obtain a written opinion about the legality of using validated FEMA funds, the importance of not using the funds until the audit is complete and The Integrity Group's inconsistency in the validated fund amount from #1831.

Alice Vickers, Clerk of Court, discussed the following projects on DOT's five year work plan that are scheduled for Holmes County this year:

- Idlewood Drive
- Bonifay/Gritney Road
- Bonifay/Chipley Road
- C.R. 162

She advised that this is approximately \$5 million worth of projects and the County has less than \$1 million in the project fund to keep the money flowing from the County to DOT. She advised that it will be a challenge and that the County will need the assistance of the engineers when submitting invoices.

Brandon Young, County Attorney, discussed the Board's relationship with the Clerk's office. He discussed the following legal findings:

- The Clerk cannot sign bills without the Board's approval
- The Clerk is the auditor, accountant and custodian of the County's funds
- This can only be changed by referendum or becoming a charter county
- The Clerk has complete discretion about investing the County's funds
- The Clerk has the duty to pay an expense approved by the Board unless it is illegal

Alice Vickers, Clerk of Court, discussed the checks and balances system and how the Clerk can be held personally liable for illegal expenditures.

Chairman Erickson discussed possibly saving money by putting the County's casualty, property and liability insurance out for bid. He stated that a representative from the Florida League of Cities has contacted him and expressed interest in talking with the Insurance Committee about their program. Alice Vickers, Clerk of Court, advised that the insurance committee only addresses health insurance and that our current health insurance vendor has advised that there will be no increase in health insurance costs. The Board's executive assistant would handle the bid for the property insurance and the current vendor, PRM, will need a written notice if the service is going out for bid. Brandon Young, County Attorney, advised staying with PRM due to the quality of service and timeliness when paying claims.

Chairman Erickson discussed giving Project Director David Corbin hiring/firing authority over Road Department Foremen and all Department Heads. Commissioner Music discussed ending Mr. Corbin's probationary period. Commissioner Stafford offered a motion to change the Project Director's job description to

give him full hiring/firing authority over all County employees and to end his term of probation. Commissioner Newsom offered a second and the motion passed unanimously.

(New Job Description)

Chairman Erickson stated that Emergency Management Director John Hagans had submitted his resignation. Discussion of this matter included the following:

- Advertising the position
- Increasing the salary by using money from a vacant mechanic position
- Having Mr. Corbin negotiate the salary
- Asking Roger Dale Hagan to act as interim

The Board directed Mr. Corbin to advertise the position with the salary 'to be determined' and then negotiate the salary upon hiring the new director.

Chairman Erickson advised that the Holmes County Sheriff's Office was offering to sell the County a Ford F150 for \$10,000 to \$11,000 for the Bridge Crew. Commissioner Stafford offered a motion to purchase a truck using the Hurricane Michael reimbursement funds from the Sheriff's Office with the remainder of the funds to be used for the Ag Center repair. Commissioner Music offered a second and the motion passed unanimously.

Commissioner Stafford advised that the Ag Center repair bid package will go out for advertisement Friday.

Commissioner Sasnett advised that the town of Westville was requesting the County's help to replace missing road signs and applying for grant funds for getting streets paved. Project Director David Corbin will get with the finance office about the sign budget and Engineer Rod Adams will advise the municipality on grants funds available for paving.

Commissioner Newsom advised that Road Department employee, Juan Maqueira, has offered to hold training on Saturdays to help employees get their Class A driver's license. Discussion included paying Mr. Maqueira for conducting the Saturday training sessions. The Board directed Mr. Corbin to prepare a contract stating that the employee receiving this training agrees to stay on the job for at least 18 months or repay the training costs.

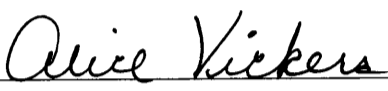
Commissioner Newsom discussed the need to continue employing the County's FEMA workers. Discussion included that the current FEMA bid is for bringing the materials to the pits in each district and that the FEMA workers will be needed to move the materials to the road sites. The Board tabled this matter until the bids for the rock and asphalt are awarded.

Commissioner Newsom discussed moving the historical sign at the Laura Ingalls Wilder site on C.R. 163. Dan Smith, Historical Society, discussed the family's offer to maintain the site if the County will move the sign across the road. Project Director David Corbin will get a waiver from the property owners so the County can move the sign.

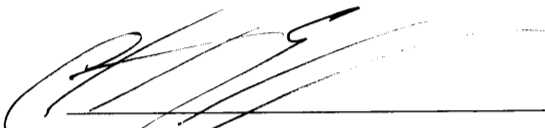
Commissioner Newsom advised that the Westville post office wants to move their historic building to the park area. He will direct them to seek the assistance of the Historical Society.

Commissioner Stafford offered a motion to adopt the June 11, 2019 Regular Session minutes with Commissioner Music offering a second. The motion passed unanimously.

There being no further business at this time, the meeting was adjourned at 8:06 p.m.



Clerk



Chairman