

July 30, 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, was present.

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

Chairman Erickson called the meeting to order at 6:02 p.m. Commissioner Sasnett led the prayer and pledge.

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

- 5-H) Health Department Roof Repair
- 5-I) Emerald Coast Regional Council Agreement
- 5-J) Holmes County Development Commission
- 8-B) Ad Valorem Tax Exemption

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 June 25, 2019 Regular Session, July 9, 2019 Special Session, July 9, 2019 Regular Session, July 11, 2019 Special Session and July 25, 2019 Budget Workshop minutes with Commissioner Music offering a second. The motion passed unanimously.

Frances A. Tyson, a private citizen, requested that the County start regular road maintenance on Odell Peters Lane. Discussion of this matter included when the road was built, the length of the road and that no records exist of the County ever maintaining the road. County Attorney Brandon Young advised that, without proof of the County's continual maintenance on the road, it will require a majority vote by the Board. He advised that the property owners must sign a consent before the Board can vote to maintain the road. Ms. Tyson agreed to obtain the signatures from the affected property owners and return to the next Board meeting with the signed releases.

Deputy Rick Lucky, Holmes County Sheriff's Office, discussed a program offered by CVS to provide MedReturn Drug Collection Units free of charge so citizens can dispose of unwanted or expired medications. Discussion included that the Sheriff's Office would be responsible for accepting the receptacle, paying any costs incurred to maintain the unit and destroying the drugs collected. Commissioner Newsom offered a motion to have the Chairman sign the letter to CVS requesting a drug collection unit for Holmes County. Commissioner Stafford offered a second and the motion passed unanimously.

(Letter)

Chairman Erickson presented a proposed meeting schedule for the remainder of 2019 which will change the Board's Regular Sessions to the first and third Tuesdays of each month. Discussion included the effect the

schedule change will have on paying the County's bills, that the meetings are scheduled at the same time as the School Board meetings and advertising the new schedule to the public. Commissioner Stafford offered a motion approving the revised meeting schedule with Commissioner Music offering a second. The motion passed unanimously.

(Meeting Schedule)

Brandon Young, County Attorney, advised that, due to the change in the meeting schedule, the Special Session to open the proposals submitted for the FEMA Lime Rock Base Bid 19-12 and Reclaimed Asphalt Bid 19-13 will be changed to September 3rd at 5:00 p.m.

Brandi Lowery, Board's Executive Assistant, presented the 2019-20 Emergency Management Performance Grant (EMPG) agreement in the amount of \$41,231. Discussion included that the grant provides federal funds to assist the local Emergency Management office, the match funds that are required from the County and that the funds are primarily used to pay the program assistant's salary. Commissioner Stafford offered a motion to execute the grant agreement with Commissioner Newsom offering a second. The motion passed unanimously.

(Agreement)

Brandi Lowery, Board's Executive Assistant, presented Amendment No. 1 to the Highway 2 Choctawhatchee River Boat Ramp Improvement agreement with the Florida Fish and Wildlife Conservation Commission. She advised that this agreement amends the agreement period and requires that all tasks in the scope of work be completed by March 31, 2021. Commissioner Sasnett offered a motion approving the amendment to the agreement with Commissioner Music offering a second. The motion passed unanimously.

(Amendment)

Brandi Lowery, Board's Executive Assistant, presented the 2019-20 Operating Plan Between the Florida Forest Service, the Holmes County Board of Commissioners and the Holmes County Volunteer Fire Departments. She advised that the plan establishes fire service guidelines that clarify the type and extent of cooperation between the agencies. Commissioner Stafford offered a motion for Project Director David Corbin to sign the agreement as a representative of the Board. Commissioner Music offered a second and the motion passed unanimously.

(Plan)

Brandi Lowery, Board's Executive Assistant, stated that the County's website must be made ADA compliant and presented one \$4,500 quote from The Net Group to perform this service. County Attorney Brandon Young advised that the Florida Association of Counties has made this a requirement. The Board discussed funds for this expense and directed Ms. Lowery to gather more quotes and present them at the next meeting.

Brandi Lowery, Board's Executive Assistant, presented a letter from the Board to the Department of Revenue stating that the Board is aware of their requirement to adhere to Florida Statutes if there is a deficiency in the Tax Collector's budget. Commissioner Newsom offered a motion to have the Chairman sign the letter with Commissioner Music offering a second. The motion passed unanimously.

(Letter)

Chairman Erickson advised that the Health Department building and annex sustained roof damage during Hurricane Michael that has not been repaired. Karen Johnson, Health Department, presented three quotes she gathered for the roof repair to the two buildings. Discussion of this matter included the following:

- Blue tarps are currently covering the roofs
- Water damage in buildings possible until repaired
- Lack of response from the insurance adjustor after viewing the storm damage
- Possibility that insurance may replace the entire roof on both buildings
- Proper channels for the Health Department to report building maintenance issues
- Updates on other storm damage claims on County buildings

County Attorney Brandon Young advised that this could be handled under the emergency provisions and a 90 day time limit to start working can be placed on the vendor. Commissioner Sasnett offered a motion to approve the lowest bid on the roof repairs pending results from the insurance claim with Commissioner Music offering a second. The motion was withdrawn and this matter was tabled until next week's meeting to give the insurance company a chance to respond.

(Quotes)

McKenzie Riley, Emerald Coast Regional Council, presented an agreement between the County and the Council for the administration of the SHIP funds effective July 1, 2019 until June 30, 2022. Commissioner Sasnett offered a motion approving the agreement with Commissioner Newsom offering a second. The motion passed unanimously. Garrett Griffin, Emerald Coast Regional Council, and Bob Jones, CDBG Administrator, discussed the partnership between their two programs, the type of projects they fund and how the funds are distributed across the region.

Doyle Majors and Raymon Thomas, Development Commission, presented the \$50,000 loan check to the County for payment to the Hwy 79 Corridor Authority for its general administrative expenses. Discussion included the history of the Hwy 79 project, the future plans and the seven year term of the no-interest loan extended by the Development Commission.

Cliff Knauer, Dewberry Engineering, advised that the Army Corp of Engineers permit has been received for the Bonifay/Gritney Road paving project. He stated that DOT is currently reviewing the project and it should be ready to go out for bid within 60 days.

Cliff Knauer, Dewberry Engineering, presented the updated Emergency Action Plan for the Dogwoods Lake dam repair required by the DEP Bureau of Dams. Commissioner Stafford offered a motion to approve the updated Emergency Action Plan with Commissioner Newsom offering a second. The motion passed unanimously.

(Updated Plan)

Cliff Knauer, Dewberry Engineering, advised that all the required documentation required by the State for the \$200,000 jail improvement appropriations has been submitted. He stated that an agreement should be ready by the second meeting in August. Discussion included the planned improvements to the jail, the possible saving by using inmate labor, the reporting requirements and the use of the County's \$5,000 matching funds.

Cliff Knauer, Dewberry Engineering, stated that his design to repair the Thomas Drive Bridge will support semi-trucks. Discussion included the materials needed for the repair, the approximate cost, and other possible methods of repair. The Board agreed by consensus for Mr. Knauer to submit his design to DOT for approval.

Chairman Erickson discussed submitting an application for appropriations to build a new EMS station. The Board agreed by consensus to have the lobbyist submit the project and requested that Cliff Knauer, Dewberry Engineering, work with Steve Connell, EMS Director, to draft the plans for the station.

Commissioner Newsom discussed the need for a guardrail for a ditch on C.R. 179. Cliff Knauer, Dewberry Engineering, discussed options for installing a guardrail and the work that the County workers could complete before hiring contractors to install the anchors.

Chairman Erickson expressed his appreciation for all who attended the demonstration held by American Patch, a company with a road patch alternative to cold patch.

Brandon Young, County Attorney, presented Resolution 19-12 which provides for the protection of individuals engaged in non-violent civil rights demonstrations. Bob Jones, CDBG Administrator, stated that the resolution must be approved in order to continue receiving money from the federal government. Commissioner Newsom offered a motion to adopt Resolution 19-12 with Commissioner Music offering a second. The motion passed unanimously.

(Resolution)

Brandon Young, County Attorney, advised that the referendum passed in 2010 approving an ad valorem tax exemption for new business or additions to existing businesses was only effective for 10 years. Discussion included the types of businesses that qualify, procedures they must follow to obtain the exemption and the upcoming expiration. Commissioner Stafford offered a motion to place this issue as a referendum on the 2020 ballot for approval by the voters. Commissioner Music offered a second and the motion passed unanimously.

There being no further business at this time, the meeting was adjourned at 7:24 p.m.

Alice Vickers
Clerk

[Signature]
Chairman