

August 6, 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 6:00 p.m. Mike Moore, a private citizen, led the prayer and pledge.

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

- 10-A) Gravel Request
- 10-B) Fire Department Grants
- 10-C) Love Road
- 6-E) Dogs
- 6-F) Dump Truck
- 9-B) County Auditor
- 9-C) Employee Email
- 10-D) District 5

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

Commissioner Music offered a motion to adopt the July 25, 2019 Special Session minutes with Commissioner Stafford offering a second. The motion passed unanimously.

Al Warren, a private citizen, requested that the County post additional speed limit signs on Happy Hollow Road. Discussion included the current speed limit, safety issues with traffic exceeding the speed limit and enforcement of the speed limit. The Board directed Special Road Projects Manager Albert Jordan to post more speed limit signs on the road.

Dennis Barnes, Barnes Insurance and Financial Services, presented the County's health insurance costs analysis and advised that there will be no rate increase for health, dental or vision insurance if the Board decides to renew the current insurance plans. Discussion also included that Barnes Insurance is making the Alera HR program available to the County at no extra cost in order to provide workplace HR expertise and online training. Brandi Lowery, Board's Executive Assistant, advised that the insurance committee unanimously recommended renewing the current health, dental and vision insurance plans. Commissioner Music offered a motion to renew the current insurance with Commissioner Stafford offering a second. The motion passed unanimously. Ms. Lowery discussed the open enrollment schedule.

(Cost Analysis)

Brandi Lowery, Board's Executive Assistant, presented quotes from The Net Group, ADA Site Compliance and Civic CMS for creating a new County website that will be ADA compliant. Discussion included the annual maintenance fees and the source of the funds to pay for the service. Commissioner Stafford offered a motion to award the contract to The Net Group with the \$4,500 website set-up fee to be paid from the unobligated funds received from Holmes County Sheriff Office's loan repayment and the \$1,320 annual maintenance fee to be placed on next year's budget. Commissioner Music offered a second and the motion passed unanimously.

(Quotes)

Brandi Lowery, Board's Executive Assistant, discussed the insurance claim for the roof repair on the Health Department building and annex. The discussion included the following:

- Adjustor filed claim as a roof repair and stated that roof replacement was unnecessary
- Repair work will not be over the amount of the deductible
- Other County buildings damaged in the storm are each being treated as separate claims and may also fall under the amount of deductible
- Scope of repair work must be determined before taking quotes or bids
- Special Projects Manager Johnny Mathis completing the repair work or installing a metal roof

The following citizens discussed this matter:

- Brandon Young, County Attorney
- Karen Johnson, Health Department

The Board directed Ms. Lowery to gather quotes from contractors for repairing the roofs as well as getting a quote from Mr. Mathis for the materials needed to put a metal roof on the buildings. She will present the quotes at the next meeting.

Chris Crook, a private citizen, discussed the disrepair of the County parks and her wish to create a program to have the parks maintained by volunteers needing to complete community service hours. Discussion included the Department of Corrections' requirements to approve community service hours, the County ordinance that was recently adopted prohibiting certain activities in the parks and the need for security at the parks. Ms. Crook volunteered her services for cleaning and maintaining the parks and the Board expressed their appreciation for her endeavors.

Bob Stinebaugh, The Integrity Group, advised that the scope change for using lime rock and milled asphalt on the alternative procedures is ready to be submitted to FEMA. Discussion included the total length of the roads to be submitted for alternative procedures. Commissioner Newsom offered a motion to approve Project Director David Corbin signing the scope change with Commissioner Stafford offering a second. The motion passed unanimously.

(Scope Change)

David Corbin, Project Director, discussed submitting a press release to inform the public that the County will no longer have an Animal Control department after September 30th. The Board directed Mr. Corbin to wait on the public notice until the final budget is adopted.

David Corbin, Project Director, discussed complaints that have been received from local citizens regarding their garbage service and inability to contact the garbage companies. Discussion included sending a letter to the companies threatening to cancel their franchises, contracting with Waste Management for the entire County and holding a Workshop with the garbage companies. The following citizens discussed this matter:

- Brandon Young, County Attorney
- Al Warren

The Board directed Mr. Corbin and Attorney Young to meet with the garbage companies in an attempt to resolve the issues and report their findings back to the Board.

David Corbin, Project Director, presented a lease agreement with LEAF Capital Funding for a new copier in the Board's office. He stated that the monthly payment would remain the same as the current payment with two years added to the lease. Commissioner Stafford offered a motion approving the lease agreement with Commissioner Music offering a second. The motion passed unanimously.

(Agreement)

David Corbin, Project Director, advised that the County may be liable for the care of 93 animals involved in a pending criminal case. Discussion of this matter included:

- Possibility of getting dogs to rescue shelters
- Legal procedures for getting a release for the dogs
- Liability to County when Animal Control is dissolved
- Putting cages at Recycling Center for the dogs
- Need to quarantine animals to test for rabies
- Forming a committee to search for solutions
- Using inmates to maintain and care for dogs
- Getting donations for the costs to care for the dogs
- Short fall to the budget this year and the need to make cuts.

The following citizens discussed this matter:

- Brandon Young, County Attorney
- Karen Johnson, Health Department
- Mike Moore

Commissioner Stafford offered a motion to give Mr. Corbin and Attorney Young a \$10,000 threshold to find proper treatment and placement for the dogs using the \$4,600 saved on the new dump truck with the balance to be paid from the unobligated funds received from HCSO's loan repayment. Commissioner Music offered a second and the motion passed unanimously.

David Corbin, Project Director, advised that the new Kenworth dump truck that will replace the totaled dump truck will be delivered tomorrow and that the price of the new truck was \$4,600 less than the insurance payment.

Rod Adams, Melvin Engineering, presented the Department of Transportation (DOT) grant agreement for the construction of the C.R. 162 SCRAP project. He stated that the bids for construction needed to be advertised and that Dewberry Engineers will provide the inspection services. Commissioner Newsom offered a motion to approve the Chairman signing the agreement and to advertise the construction bids contingent on DOT approval of the agreement. Commissioner Music offered a second and the motion passed unanimously. Commissioner Sasnett offered a motion approving the agreement to have Dewberry Engineers complete the inspection services on the project with Commissioner Newsom offering a second. The motion passed unanimously. Mr. Adams advised that the project should run from the end of October through to March.

(Agreements)

Cliff Knauer, Dewberry Engineers, stated that DOT is encouraging counties to hold community meetings on potential SCOP projects before submitting for the funding. Discussion included that the meetings will determine if obtaining right of ways on the road is possible and that it will aid getting DOT approval for the project. The Board will set up a Workshop to develop a five year list and start with the needed community meetings.

Cliff Knauer, Dewberry Engineers, advised that DOT has approved \$160,000 for the CEI services on CR 162. He stated that he will bill hourly for these services and any money not needed for inspection services will be added to the construction amount.

Cliff Knauer, Dewberry Engineers, stated that the revised Emergency Action Plan for the Dogwood Lakes dam repair project has been submitted. Brandi Lowery, Board's Executive Assistant, will check with the Building Department for new residents downstream from the dam that may need to be made part of the plan.

Cliff Knauer, Dewberry Engineers, advised that the Highway 2 Boat Ramp project is nearing completion and that he is currently working on the County reimbursement.

Brandon Young, County Attorney, presented Resolution 19-13 in support of the Chairman executing the CR 162 SCRAP agreement. Commissioner Stafford offered a motion to adopt the resolution with Commissioner Music offering a second. The motion passed unanimously.

(Resolution 19-13)

Brandon Young, County Attorney, advised that the 2017 auditing contract with Carr, Riggs and Ingram (CRI) had an option to extend the contract for three years. He stated that last year the Board extended the auditing contract with CRI for only one year, but the contract could be extended for the two additional years.

Commissioner Sasnett offered a motion to extend the CRI auditing contract for the two years remaining on the 2017 contract with Commissioner Music offering a second. The motion passed unanimously.

Brandon Young, County Attorney, read an email from Clayton Homes expressing their appreciation for the services of Danielle Steverson and Mike Gerald in the Building Department as well as Brandi Lowery, Board's Executive Assistant.

(Email)

Commissioner Music presented a request from Ronnie Smith's widow to have the County deliver the gravel she purchased. The Board agreed by consensus to offer this service to Mrs. Smith.

Steve Connell, EMS Director, advised that four fire departments have applied for Florida Forest Service grant funds and received confirmation they were awarded money. Discussion of this matter included the following:

- Grants are 100% reimbursable
- County previously agreed to advance the money to the fire departments
- Equipment and repairs to be completed with the grant money
- Reimbursement funds should be received within two weeks of completion of tasks
- Mr. Connell will oversee the work for each grant
- Options to ensure the departments reimburse the County
- Local fire departments that did not apply for the grant

Commissioner Stafford offered a motion to loan the total amount of \$93,219.14 out of the General Fund to each of the fire departments and the Town of Esto contingent on receiving a signed agreement to reimburse the loan within 90 days. Commissioner Music offered a second and the motion passed unanimously. The money will be disbursed to the departments when the agreement is signed.

David Corbin, Project Director, advised that the Road Department is currently working to fill the ditches on Love Road.

The Board directed Albert Jordan, Special Road Projects Manager, to complete the culvert work on Roping Road due to a spring causing a hole in road.

Chairman Erickson stated that the Fairway Drive project will begin next week.

David Corbin, Project Director, advised that Road Department Foreman Joseph Hedlund is currently supervising both District 5 and District 3.

There being no further business at this time, the meeting was adjourned at 8:02 p.m.



Clerk



Chairman