

August 14, 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, 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 9:00 a.m. Steve Connell, EMS Director, led the prayer and pledge.

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

- 6-D) Tax Collector/Property Appraiser Parking Lot
- 6-E) 12.50 Surcharge Committee Request
- 6-F) Performance Food Group Lease
- 6-G) Ag Center Policy Update
- 6-H) Budget Amendment for Extension Service
- 7-A) Hwy 181C Culvert Issue
- 8-C) Executive Session
- 10-A) Driveway on Jim Bush Road
- 10-B) Milled Asphalt Policy
- 10-C) Land at Dogwood Lakes
- 10-D) Legislative Appropriations Requests for the Year

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

Commissioner Erickson offered a motion to adopt the July 31, 2018 Workshop and Regular Session minutes with Commissioner Music offering a second. The motion passed unanimously.

Eddie Paul expressed his appreciation for the County providing the asphalt used at the Bethlehem School. Discussion also included the positive response for the asphalt placed at Bonifay K8 School.

Connie Mason, resident and owner of the golf course at Dogwood Lakes, advised that the roads in the Dogwood Lake subdivision were in need of repair. Discussion in this matter included the following:

- Ownership of the subdivision roads
- Home Owners Association dissolved in 1992
- County's responsibility for road maintenance in the subdivision
- Paving done by the County in the subdivision was for public safety
- Agreement for County to maintain the road along the dam to keep public access to the lake
- Previous County Attorney advised that the County never accepted ownership of the roads
- Roads are not built to County standards
- Reactivating the Home Owners Association to apply for grants

County Attorney Brandon Young will research the matter and return with the information at the next meeting. County Coordinator Joey Marsh stated that there is a major breach in the spill way in the subdivision's lake, but that it is not safe to repair until the water level falls drastically.

Coy Mixon, Northwest Sanitation, expressed his appreciation of the Board's support for the local garbage companies and asked about the portion of the franchise agreement that requires the company to carry workers compensation insurance. The County Attorney advised that the local agreement is not intended to require more coverage than required by Florida law.

Wendy Mayo, Emergency Management Director, expressed her appreciation for the Board's understanding, the donated leave and the help of her program assistant, Adrienne Owen, during her son's illness.

Wendy Mayo, Emergency Management Director, advised that the Senior Officials Training Workshop currently scheduled for August 27<sup>th</sup> will need to be rescheduled due to the unavailability of the Walton County trainer. The Board agreed by consensus to reschedule the training for August 23<sup>rd</sup> at 4:30 p.m.

Adrienne Owen, Emergency Management Program Assistant, presented the 2018-2019 Hazard Analysis Grant for approval. She advised that this is a recurring grant in the amount of \$1,661 used for expenses not covered by Emergency Management's State or Federal grants. Commissioner Locke offered a motion to execute the grant agreement with Commissioner Music offering a second. The motion passed unanimously.

(Agreement)

Joey Marsh, County Coordinator, advised that the County can opt out of the Verizon cell phone contract with no penalty. Smarsh, the company that provides the archiving service for the cell phones, will hold the County to the contract for eight more months or require a lump sum payment of \$3,046.50. Discussion in this matter included:

- Problems experienced with the Verizon phones
- Personal cell phones used for County business will make them subject to the Sunshine Law
- Returning to a cell phone stipend will make the individual responsible for retaining their records
- Length of retention of phone records depends on the subject matter

Commissioner Music offered a motion to cancel the cell phone contract with Verizon and amend the County's cell phone policy to revert back to offering a monthly cell phone stipend to the designated personnel. Commissioner Sasnett offered a second and the motion passed unanimously. The County Attorney will present the new cell phone policy for approval at the September 11<sup>th</sup> Regular Session.

Joey Marsh, County Coordinator, advised that, as a County employee, he cannot serve on the Value Adjustment Board and that another property owner needs to be recommended. Commissioner Locke offered a motion to nominate Duane Crawson to the Value Adjustment Board with Rebecca Prince nominated as an alternate. Commissioner Erickson offered a second and the motion passed unanimously.

Joey Marsh, County Coordinator, advised that Connie Norman, Department of Economic Opportunity, wished to know if Holmes County is going to continue their involvement with Opportunity Florida and pay the 2018/2019 annual dues of \$1,992.70. Commissioner Erickson offered a motion to send a letter of commitment to Opportunity Florida and pay the dues from contingencies funds with Commissioner Music offering a second. Commissioners Locke, Erickson, Music and Powell voted yes and Commissioner Sasnett voted no. The motion passed.

(Letter)

Joey Marsh, County Coordinator, discussed the options available to repair the parking lot at the Tax Collector/Property Appraiser offices. Discussion included the safety issue caused by the current disrepair of the parking lot, funding sources for the project and resurfacing versus reclamation options. Commissioner Sasnett offered a motion to accept the \$20,740 quote from contractors Roberts and Roberts and hire them to do the reclamation work on the parking lot with Commissioner Music offering a second. The motion passed unanimously.

Joey Marsh, County Coordinator, discussed putting sealant along the seams of the roof to prevent further leaking at the Tax Collector/Property Appraiser building. He advised that he is currently gathering quotes to seal the roofs on that building as well as the Veterans Service/Building Department and the Sheriff's Office. The matter will be discussed further when the quotes have been received.

Steve Connell, EMS Director, presented a list of equipment the 12.50 Committee is requesting to purchase with their available funds. He advised that the equipment will cost \$10,850 and will provide portable radios to the Sheriff's Office, Esto Fire Department, Pine Log Fire Department and Bonifay Fire Department. Discussion included equipment requests from other fire departments and procedures to track equipment inventory. Commissioner Erickson offered a motion to approve the request with Commissioner Locke offering a second. The motion passed unanimously.

(List)

Kalyn Waters, County Extension Director, presented a recommendation to increase the amount of the lease of the Farmers Market building to Performance Food Groups (PFG) from \$400 to \$600 per month. Discussion included the increased costs of utilities caused by the company and the repairs needed to the parking lot for damage caused by the PFG trucks. Ms. Waters, the County Coordinator and PFG will meet to negotiate a lease amount that will also cover the parking lot repairs and bring back the results to the Board.

Kalyn Waters, County Extension Director, presented the current Ag Center Rental Policy adopted in September 2016 and requested that the Board review the policy and make any changes needed. Discussion included the need for a clear-cut policy, enforcement of the policy, allowing half day rentals and setting fixed rental rates. The matter will be brought back at the next meeting after the Board has a chance to review the current policy.

Kalyn Waters, County Extension Director, requested a budget amendment to move \$1,700 of unused salary funds to the Extension Service's travel account for three agents to attend the national conference. Commissioner Erickson offered a motion to grant the budget amendment request with Commissioner Music offering a second. The motion passed unanimously.

Cliff Knauer, Dewberry Engineers, advised that when the base material was removed from an existing concrete culvert on Hwy 181C a hole was discovered in the pipe. He stated that DOT will not approve the money to repair the culvert. Discussion included repair options, hiring contractors to do the work versus using County workers and repairs the current permits will allow. Mr. Knauer will work with the contractors to dry out the pipe to inspect the damage and determine the most cost effective repair. He will report the findings at the next meeting.

Cliff Knauer, Dewberry Engineers, presented the status of the HMGP project on Sam Ard Road and stated that the first crossing is complete and work on the second crossing is in progress.

Cliff Knauer, Dewberry Engineers, stated that there are more property owners scheduled to sign releases on the Bonifay/Gritney Road and Bonifay/ChIPLEY Road paving projects. He also advised he has been able to find property owners he was unable to locate previously.

Brandon Young, County Attorney, discussed Eastern Diesel's request to increase the County's towing rates which have remained unchanged since 2003. He advised that Florida Statutes allow FHP to set the rates, but the Board can set their own rates. The Board directed Mr. Young to bring back the towing rates used by Washington and Walton Counties to the next meeting.

Brandon Young, County Attorney, presented a revised agreement form for use between the County and the fire departments for fire and rescue services. He advised that the first part of the agreement corresponds with the State requirements, but the form does require the departments to comply with the provisions of the agreement in order to receive the disbursement of their budgeted funds. Commissioner Locke offered a motion to approve the use of the agreement with Commissioner Music offering a second. The motion passed unanimously.

(Agreement)

Brandon Young, County Attorney, presented a lease agreement form for the fire trucks used in Holmes County. He advised that the updated agreement was needed to ensure all the fire trucks are covered under the County's liability insurance. Commissioner Erickson offered a motion to approve the use of the lease form with Commissioner Music offering a second. The motion passed unanimously. The Fire Committee was directed to return with a recommendation concerning limiting the number of vehicles used by each fire department.

(Lease)

Brandon Young, County Attorney, advised that an Executive Session needed to be scheduled in order to address Union demands and pending lawsuits. The Board agreed by consensus to schedule the session for August 27<sup>th</sup> at 5:00 p.m.

Commissioner Erickson advised that Dennis Sims wished to deed the driveway on his property off Jim Bush Road to the County so the Road Department will maintain the 4/10 mile road. Discussion included whether the drive meets the minimum standards of a county road and if the owner would be willing to bring it up to standard. The County Attorney discussed the process of accepting a driveway as a County Road versus a maintenance easement. No action was taken.

(Plat Map)

Commissioner Erickson discussed the need for a milled asphalt policy. Discussion in the matter included the following:

- Current driveway policy
- Use of milled asphalt when driveways cause repeated damage to a County road
- Road Department Foremen & Special Road Project Manager to determine repair needed
- Availability of milled asphalt
- Requiring the property owners to purchase the milled asphalt

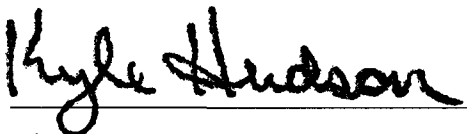
Commissioner Erickson offered a motion to use milling to repair an inclined driveway on Thomas Drive with Commissioner Sasnett offering a second. The motion passed unanimously.

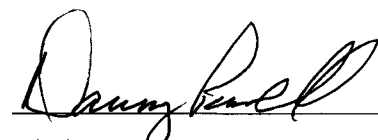
Commissioner Erickson presented a request from the Blitches and the Whitcombs to purchase a strip of property between their homes in the Dogwood Lakes subdivision. Discussion included whether the County owned the strip of land. The County Attorney will research the property records and bring back the information at the next meeting.

(Plat Map)

Commissioner Erickson discussed the County requesting legislative appropriations to build the County Annex on the Deacon Road property. Cliff Knauer, Dewberry Engineers, will present the new site plan for the County Annex at the next Regular Session.

There being no further business at this time, the meeting was adjourned at 11:29 a.m.

  
Clerk

  
Chairman