

September 3, 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 6:10 p.m. David Corbin, Project Director, led the prayer and pledge.

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

- 11-A) Waste Dirt
- 11-B) Truck Driver/RMT Position
- 11-C) Building Inspector
- 7-C) Brush Cutting Update
- 7-D) County Surplus Auction
- 7-E) 12.50 Surcharge Money
- 10-B) CDBG Administrator Contract

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

Susan Harris, Library Director, expressed her appreciation for the retirement reception held in her honor. She also requested that the County retain ownership of the ballfield adjacent to the Library as that is the only room for expansion at their disposal. Discussion also included the past use of the ball field for the Library's programs.

Jake Mathis, Melvin Engineering, presented Change Order #3 for the C.R. 181C SCOP project which awards the contractor an additional \$41,216.68 in costs due to Hurricane Michael. Commissioner Stafford offered a motion to approve the change order contingent on DOT approving the additional money with Commissioner Music offering a second. The motion passed unanimously. Mr. Mathis also presented the close-out paperwork for the C.R. 181C project. Commissioner Stafford offered a motion to approve the close-out paperwork with Commissioner Sasnett offering a second. The motion passed unanimously.

(Change Order and Close-Out Paperwork)

Commissioner Music offered a motion approving the following consent items on the agenda with Commissioner Stafford offering a second.

- Conditional permits to be issued to the Development Commission for two building sites in the industrial park to allow for the concrete, footer and plumbing work contingent on approval by the Planning Commission

- Approval of the Tourist Development Council's recommendation for Angela Dockery to fill the vacant seat on the Council's Board

JoAnn Baker, Doctors Memorial Hospital, requested approval to place a ½ cent sales tax for indigent health care for voter referendum on the 2020 ballot. Discussion included that this tax would generate approximately \$1 million for the hospital. Brandon Young, County Attorney, advised that the County is limited in the amount of sales tax that can be imposed. The Board tabled this matter until the next meeting to further research this matter.

Brandon Young, County Attorney, advised that Andy Cooper of PRM was unable to attend the meeting due to Hurricane Dorian, but that the company was interested in working out a two year contract to provide property and liability insurance to the County. The Board tabled this matter until the next meeting.

Garett Griffin, SHIP Administrator, presented an agreement for the Emerald Coast Regional Council (ECRC) to administer and implement the Hurricane Housing Recovery Program (HHRP) for the County. The agreement will allow ECRC to apply for 13% of the administrative fees allowed by the program leaving 2% available to cover the Board's administrative costs for managing the funds. Commissioner Newsom offered a motion approving the agreement with Commissioner Sasnett offering a second. The motion passed unanimously.

(Agreement)

Garett Griffin, SHIP Administrator, presented the SHIP annual report for funding years 2016-2017, 2017-2018 and 2018-2019 for approval. Discussion included SHIP's process for assisting applicants, delays in extending assistance and the number of active contractors bidding on the SHIP projects. Commissioner Stafford offered a motion approving the annual report with Commissioner Music offering a second. The motion passed unanimously.

(Annual Report)

Carol Wyatt, a private citizen, presented a Proclamation for the County to make September *Childhood Cancer Awareness* Month. She discussed her experience with her daughter's battle with cancer, the statistics of childhood cancer and the available treatments. Commissioner Stafford offered a motion for the County to adopt the proclamation with Commissioner Music offering a second. The motion passed unanimously.

(Proclamation)

Wanda Stafford, Emergency Management Director, presented the 2019-20 Hazard Analysis Grant for site inspections to ensure compliance with State requirements. She advised that the amount of the grant is \$1627 and that there are no changes from the previous year. Commissioner Newsom offered a motion to approve the grant agreement with Commissioner Music offering a second. The motion passed unanimously.

(Agreement)

Brandi Lowery, Board's Executive Assistant, presented the catastrophic inmate medical insurance renewal contract with Gerber Life Insurance Company. Commissioner Newsom offered a motion to approve the contract with Commissioner Stafford offering a second. The motion passed unanimously.

(Contract)

Steve Connell, EMS Director, advised that the proposed loan agreement between the County and the Esto Volunteer Fire Department had been presented to the Esto Town Council. Esto VFD was awarded a reimbursable grant from the Florida Forest Service to update equipment and the County is offering to front the funds with a 90 day repayment term. He stated that the Council requested an additional 90 days to repay the loan for a total of 180 days from the date the money is received. Mr. Connell recommended that the Board not agree to the additional time. The Board agreed by consensus to deny the request. Mr. Connell will return to the Council and inform them of the Board's decision.

Steve Connell, EMS Director, stated that the purchase of the 2019 Chevrolet Tahoe for his department was originally intended for the New Hope station. He explained that the vehicle has not been placed at the station due to the discoloration of the water. Mr. Connell distributed pictures showing how the water has discolored fixtures at the station and discussed his attempts to find filtration systems that will alleviate the issue. The Board agreed for Mr. Connell to continue driving the Tahoe until the first of the year to give him an opportunity to find a solution for the water at the New Hope station.

Chairman Erickson presented a plat map of the .428 acres the County owns behind the car lot on Oklahoma Street and discussed selling the property. Discussion included the number of trees on the lot that could drop branches on neighboring houses and the provisions for selling County property. Commissioner Stafford offered a motion to auction the property with Commissioner Music offering a second. The motion passed unanimously. The auction date will be scheduled and advertised to the public.

(Plat Map)

Chairman Erickson presented a donation receipt for the four waiting room chairs Life Management received from the Property Appraiser's office. Commissioner Stafford offered a motion to execute the donation paperwork with Commissioner Music offering a second. The motion passed unanimously.

(Receipt)

Chairman Erickson presented a three year contract with the Department of Corrections to provide inmate work crews to the County. Commissioner Sasnett offered a motion to execute the contract with Commissioner Music offering a second. The motion passed unanimously.

(Contract)

Albert Jordan, Special Road Projects Manager, discussed the Kiwanis' request for road maintenance ahead of the October rodeo advising that the group has agreed to pay for the repairs. Commissioner Sasnett offered a motion for the County to repair the roads with the understanding that the Kiwanis group will pay for the materials and the fuel. Commissioner Music offered a second and the motion passed unanimously.

David Corbin, Project Director, advised that he and County Attorney Brandon Young had met with the garbage franchise owners to discuss the County's requirements for the service. He stated that A & A Disposal has continually failed to honor contracts to provide garbage service and recommended that the Board void the company's franchise agreement. Commissioner Newsom offered a motion to void the franchise agreement with A & A Disposal. Commissioner Music offered a second and the motion passed unanimously.

Alice Vickers, Clerk of Court, requested that the Board impose a purchase order cut-off date of September 16th at 4:00 p.m. She advised that the request was based on efforts to close the fiscal year, but that emergency purchase orders will still be issued. The Board agreed by consensus to impose the requested cut-off date.

David Corbin, Project Director, presented an update of the zone work completed by the brush cutters in District 3 and discussed the plans for future zone work.

David Corbin, Project Director, presented a list of County surplus equipment that could be sold at the September 21st auction. Commissioner Stafford offered a motion to declare the equipment surplus and approved for the auction. Commissioner Music offered a second and the motion passed unanimously.

(List)

Steve Connell, EMS Director, presented a request in the amount of \$8,749.36 from the 12.50 Surcharge Committee for the setup fee for a Tango Tango system to enable use of law enforcement radios on the officers' phones and radio headset gear for the SWAT team. Discussion included the Committee's need of Board approval for purchases if a threshold was imposed. Commissioner Newsom offered a motion to approve the request with Commissioner Music offering a second. The motion passed unanimously. County Attorney Brandon Young will research the Board's role as custodian of the funds and requirement to approve purchases.

(12.50 Minutes)

Cliff Knauer, Dewberry Engineers, gave the following project updates:

- Survey for the bathrooms at the 4-H barn will be scheduled soon
- Survey for the new EMS station for the appropriations application will be scheduled soon
- Final walk through for the Hwy 2 Boat Ramp Improvement is scheduled tomorrow
- Design for the Thomas Drive bridge will be submitted to DOT next week
- DOT's comments are being addressed on the Bonifay/Gritney Road
- Permit for the Dogwood Lakes dam repair should be issued next week

Commissioner Sasnett discussed re-routing the water flow at the Highway 2 boat ramp to alleviate the amount of dirt at the bottom of the ramp. Discussion included contacting U.S. Fish and Wildlife as well as the Army Corps of Engineers about the issue.

Brandon Young, County Attorney, presented Resolution 19-15 making the week of September 14th through September 21st *National Estuary Week*. Commissioner Sasnett offered a motion to adopt the resolution with Commissioner Stafford offering a second. The motion passed unanimously.

(Resolution 19-15)

Brandon Young, County Attorney, presented the contract with Bob Jones to be the CDBG administrator. He advised that the administrative costs are included in the grant and the terms are the same as the previous contract. Commissioner Sasnett offered a motion to approve the contract with Commissioner Newsom offering a second. The motion passed unanimously.

(Contract)

Commissioner Stafford discussed the possibility of selling the County's waste dirt to contractors. Discussion included the need to assign a value to the dirt if offering it for sale. Commissioner Stafford will discuss this matter further with the County Attorney and bring it back before the Board if needed.

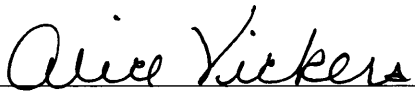
Commissioner Sasnett advised that a dump truck driver was needed in his district and requested that the position be placed back on the budget. Discussion included that District 1 has two trucks with only one driver, the number of Road Department employees per district and using the surplus auction proceeds to fund the position. Alice Vickers, Clerk of Court, advised that using the auction proceeds was an option due to non-recurring expenditures on the 2019-20 budget that will make continually funding the position possible. Commissioner Sasnett offered a motion to use the surplus auction proceeds to add the RMT position in District 1 back to the budget with Commissioner Stafford offering a second. The motion passed unanimously.

Alice Vickers, Clerk of Court, advised that the Tentative Budget Hearing is scheduled for September 5th at 5:01 p.m. She also stated that the roll forward for the Trust Fund will have to be adjusted due to the approval of the request from the 12.50 Surcharge Committee. Commissioner Newsom offered a motion approving the roll forward adjustment with Commissioner Stafford offering a second. The motion passed unanimously.

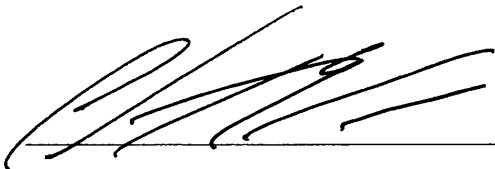
Commissioner Newsom discussed complaints received about Mike Gerald's building inspector services for the County. Discussion included Mr. Gerald's failure to show up for scheduled inspections and the possibility of hiring a full time inspector or putting the service out for bid again. Commissioner Newsom offered a motion to advertise for a full-time building inspector contingent on finding the money in the budget. Commissioner Stafford offered a second and the motion passed unanimously. Brandi Lowery, Board's Executive Assistant, discussed the responsibilities of the planning portion of the job.

Chairman Erickson advised that the Ag Center is a major voting precinct for the County and that different arrangements will need to be discussed soon.

There being no further business at this time, the meeting was adjourned at 8:03 p.m.



Clerk



Chairman