

September 17, 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 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 9:00 a.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:

- A-A) Doctors Memorial Hospital Voter Referendum moved from 9-C
- 10-A) Burn Ban
- 10-B) Meeting in Tallahassee with Senator Gainer
- 10-C) Estuary Board Alternate
- 6-C) Building Department
- 6-D) Local Mitigation Strategy Project List
- 9-C) Satisfaction of Mortgage
- 9-F) Sale of Real Property

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

Commissioner Music offered a motion to adopt the minutes from the following meetings:

- August 6, 2019 Regular Session
- August 20, 2019 Regular Session
- August 29, 2019 Special Session
- August 29, 2019 Workshop
- September 3, 2019 Special Session
- September 3, 2019 Regular Session
- September 5, 2019 Special Session

Commissioner Newsom offered a second and the motion passed unanimously.

Brandon Young, County Attorney, advised that Doctors Memorial Hospital's request to place a ½ cent sales tax for indigent health care on the 2020 ballot is permissible in a county the size of Holmes County but would max out the sales tax that can be imposed. JoAnn Baker, Doctors Memorial Hospital, discussed how the tax would benefit the hospital and the planned marketing campaign to educate the public regarding the tax. Commissioner Newsom offered a motion to allow the ½ cent sales tax for indigent health care to be placed on the 2020 ballot for voter approval. Commissioner Music offered a second and the motion passed unanimously. Attorney Young will work with the hospital to create the wording for the referendum to be placed on the ballot.

Donnie Sellers, Florida Forest Service, presented the 2018-2019 annual report summarizing fire control activities in Holmes County. He also discussed the County's fire danger level and the verbiage needed in any burn ban imposed by the County.

(Report)

Josh Halland, Public Risk Management of Florida (PRM), presented a renewal proposal for the County's 2019-20 property and casualty insurance coverage. Discussion included the option of renewing with a two year rate guarantee or renewing for one year and bidding out the service next year. Commissioner Sasnett offered a motion to renew the contract for two years. The motion died for the lack of a second. Commissioner Music offered a motion to renew PRM's contract for one year with Commissioner Newsom offering a second. Commissioner Music, Newsom and Erickson voted yes with Commissioner Sasnett voting no. The motion passed.

(Proposal & Acceptance)

Karen Johnson, Health Department Administrator, presented the 2019-20 Core Contract and Fee Schedule with the Florida Department of Health. She discussed the changes to the fee schedule, the services offered by the Health Department, the lack of funding for nuisance control and the changes with Medicaid providers that will affect revenue. Commissioner Newsom offered a motion to approve the contract and fee schedule with Commissioner Music offering a second. The motion passed unanimously.

(Contract & Fee Schedule)

Jim Town and Tray Hawkins, 79 Corridor Authority President, presented an update on the Hwy 79 Corridor project advising that applications for all the necessary permits will be submitted soon and that the project bids will be advertised within the next few weeks. Groundbreaking for the project should be in January or February 2020. Discussion also included appreciation of the support for Washington County's efforts to seek state, federal or other funding for a regional emergency shelter.

Chairman Erickson stated that he had received a request from Buddy Curry for a refund of the \$90 permit he purchased to repair damage caused by Hurricane Michael. Discussion included that the Board had previously waived permit fees for citizens with damage from the hurricane. Commissioner Newsom offered a motion to refund Mr. Curry's permit fee with Commissioner Music offering a second. The motion passed unanimously.

Bob Jones, CDBG Administrator, presented an agreement with the Department of Economic Opportunity for a \$750,000 housing grant. County Attorney Brandon Young approved the standard wording of the agreement. Commissioner Newsom offered a motion to accept the agreement and have the Chairman sign the agreement with the attachments. Commissioner Music offered a second and the motion passed unanimously.

(Agreement)

Susan Harris, Library Director, presented the State Aid to Libraries Grant Agreement for 2019-2020 which provides between \$38,000 to \$48,000 of funding for the operation and maintenance of the library. Commissioner Music offered a motion to execute the grant agreement with Commissioner Sasnett offering a second. The motion passed unanimously.

(Agreement)

Brandi Lowery, Board's Executive Assistant, presented a release for the SHIP lien against Robert and Opal Whitehead stating that all terms have been satisfied. Commissioner Sasnett offered a motion to execute the release with Commissioner Music offering a second. The motion passed unanimously.

(Release of Lien)

Chairman Erickson presented an email received from Joey Miller concerning his issues with the garbage service he has received from HDS. Discussion included the meeting previously held with the garbage franchise companies to discuss the County's expectations of the service. Bob Jones, CDBG Administrator, discussed his satisfaction with the garbage service provided by HDS. The Board directed Project Director David Corbin and County Attorney Brandon Young to schedule another meeting with the company to discuss the matter.

(Email)

Chairman Erickson presented a proposed letter to the Department of Economic Opportunity committing Holmes County to continued involvement with Opportunity Florida and to pay the annual investment dues. Commissioner Newsom offered a motion approving the letter of commitment with Commissioner Music offering a second. The motion passed unanimously.

(Letter)

David Corbin, Project Director, presented quotes submitted by Cliff Crews to place an ice machine at the Gritney Fire Department. The Board tabled this matter until EMS Director Steve Connell can discuss the request for an ice machine with Mr. Crews.

(Quotes)

Alice Vickers, Clerk of Court, discussed the Hwy 2 boat ramp improvement project funded by a Florida Boating Improvement Program (FBIP) grant and the County's Boater Improvement funds. She advised that the total cost of the project exceeds the amount of the grant and the County's agreed upon match. Cliff Knauer, Dewberry Engineering, discussed the following concerning this matter:

- These grants do not cover engineering costs
- Lack of inspections have delayed the County's reimbursement
- FBIP approved a portable bathroom, but never reallocated the money in the agreement

- County will be responsible for purchasing portable bathroom
- Contractor built according to new plans approved by FBIP

Ms. Vickers stated that a loan from the General Fund can pay the outstanding invoices until the grant reimbursement and more Boater Improvement Funds are received. Mr. Knauer and County Attorney Brandon Young will contact FBIP to discuss the deliverables listed on the County's agreement which provides a portable toilet for the boat ramp and how the new plans were approved without an updated agreement. Commissioner Sasnett offered a motion to pay the contractor's invoices in the amount of \$211,214.30 from the General Contingencies funds. Commissioner Music offered a second and the motion passed unanimously. Attorney Young advised that the County should delay purchasing a portable bathroom to give him a chance to discuss the matter with the State.

(Project Timeline)

Cliff Knauer, Dewberry Engineering, advised that the Dogwood Lakes dam repair permits have been approved. He stated that the Board had previously selected Powell's Heavy Equipment, Inc. to complete the project for a total cost of \$246,492.63. Commissioner Newsom offered a motion to approve the notice awarding the project to Powell's Heavy Equipment with Commissioner Sasnett offering a second. The motion passed unanimously. Commissioner Newsom offered a motion approving the agreement with Powell's Heavy Equipment to complete the construction of the Dogwood Lakes dam improvements with Commissioner Sasnett offering a second. The motion passed unanimously. Mr. Knauer stated that the contractor would have ten days to present his performance bond then a Notice to Proceed would be issued giving the contractor another ten days to start the project.

(Notice and Agreement)

Cliff Knauer, Dewberry Engineering, discussed the progress of the Hwy 79 Corridor project stating that 90% of the plans have been completed.

David Corbin, Project Director, advised that Mike Gerald's was no longer contracting with the County to perform building inspector duties. He stated that the vacant building official position has been advertised and that Michael Gordon has agreed to step in on an emergency basis to perform inspections for the same rates charged by Mr. Gerald's.

David Corbin, Project Director, discussed the Board's plans to participate in the Rodeo parade.

Cindy Wilson, Emergency Management Program Assistant, presented a list of projects the Local Mitigation Strategy committee is recommending for the County. The list details the benefit and cost of each project. Commissioner Newsom offered a motion to approve the list with Commissioner Music offering a second. The motion passed unanimously.

(List)

Jake Mathis, Melvin Engineering, advised that the Department of Transportation would not grant the extra funding presented in the original Change Order #3 for the CR 181C project. He stated that the contractor has agreed to reduce the costs of the project and pursue collecting the remaining money from FEMA since the excess costs were due to Hurricane Michael. Bob Stinebaugh, The Integrity Group, discussed the probability of FEMA paying the extra costs. County Attorney Brandon Young stated that the County will not be responsible for the extra costs should FEMA refuse to pay. Commissioner Newsom offered a motion to execute the revised Change Order #3 reducing the cost of the project by \$1,181.32 and the close-out payment. Commissioner Music offered a second and the motion passed unanimously.

(Change Order)

Rod Adams, Melvin Engineering, presented the bids submitted for the CR 162 SCRAP project and recommended that the project be awarded to C. W. Roberts at their base bid plus alternate bid addition #1. Discussion included that the bids placed by the contractor are under the amount allowed by DOT for this project. Commissioner Newsom offered a motion approving the recommendation and awarding the project to C. W. Roberts in the amount of \$1,533,092.25. Commissioner Music offered a second and the motion passed unanimously.

(Notice of Award)

Brandon Young, County Attorney, presented a proposed agreement to allow West Florida Electric to continue using space on the Prosperity Tower. He stated that the ten year agreement offers a \$50 monthly credit on the County's electric bill for the tower. Discussion also included the recent increase in the tower's electric bill and the current rate for renting tower space. The Board directed Attorney Young to negotiate a more equitable agreement for the County. This matter is tabled until the negotiations are completed.

Brandon Young, County Attorney, presented proposed Resolution 19-20 which would place Odell Peters Road back on the list of County Maintained Roads. He discussed how the road was removed from the list and advised that all the property owners have signed the needed releases to place the road back on the list. Commissioner Newsom offered a motion to adopt the resolution and accept the road back for maintenance with Commissioner Music offering a second. The motion passed unanimously.

(Resolution 19-20)

Brandon Young, County Attorney, presented a Satisfaction of a \$125,000 CDBG mortgage the County held against Environmental Supply, Inc. (ESI). He stated that the State accepted payoff of the mortgage in 2010, but a satisfaction was never recorded to clear the lien. Commissioner Newsom offered a motion to execute the satisfaction with Commissioner Music offering a second. The motion passed unanimously.

(Satisfaction)

Brandon Young, County Attorney, advised that the contracts awarding GAC the FEMA lime rock and reclaimed asphalt bids were ready to be executed since no formal protest was filed. Bob Stinebaugh, The Integrity Group, stated that the scope of work change has not been approved by FEMA, but he is expecting approval by Friday. Discussion including awarding the contracts contingent on FEMA's approval of the scope of work change and adding roads to the alternative procedures project list. The Board agreed to table this matter until the September 23<sup>rd</sup> Special Session to give time for FEMA to approve the scope change.

Brandon Young, County Attorney, presented a Legal Memorandum outlining the statutory procedures for the sale of county-owned property. Discussion included that the property must be declared surplus, publishing a Notice of Sale, notifying the adjacent property owners and accepting bids. Commissioner Newsom offered a motion to declare the .428 acres (Parcel ID 0531.03-003-115-008.000) as County surplus and to notify the adjacent property owners that the parcel is for sale. Commissioner Music offered a second and the motion passed unanimously.

(Plat Map)

Chairman Erickson discussed implementing a burn ban due to the current drought conditions. Discussion included the ban recently imposed by the City of Bonifay, the wording in the ban and that the Board must take action to lift the ban when the time comes. Commissioner Newsom offered a motion for the County to adopt the ban with Commissioner Music offering a second. The motion passed unanimously.

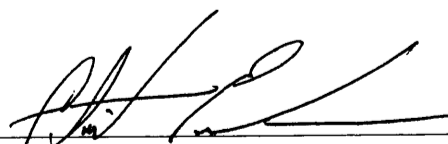
(Burn Ban)

Chairman Erickson advised that a meeting in Tallahassee with the County's lobbyist and Senator Gainer was scheduled for the next day. Discussion included that the attendance of the constitutional officers was requested and the proposed County projects to be discussed.

Commissioner Newsom advised that an alternate was needed on the Estuary Board in the event he is unable to attend the meetings. Chairman Erickson agreed to act as the alternate for the Estuary Board.

There being no further business at this time, the meeting was adjourned at 10:53 a.m.

  
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Clerk

  
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Chairman