

September 26, 2017
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 Danny Powell, Commissioner Phillip Music, Commissioner Bobby Sasnett and Commissioner Clint Erickson, Chairman of the Board.

Wesley Adams, County Coordinator, and Brandon Young, County Attorney, were present.

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

Chairman Erickson called the meeting to order at 6:00 p.m. Wesley Adams led the prayer and pledge.

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

- 9-1) 79 Corridor Authority - add
- 9-2) LOGT Agreement – add
- 6-5) Mechanic’s Service Truck - add
- 6-6) Alternate Board Member for Insurance Committee – add
- 6-7) Board Secretary Position – add
- 6-8) Employees’ 30 Minute Lunch Break - add

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

Commissioner Music offered a motion to approve the August 15, 2017 Special Session, August 29, 2017 Regular Session, September 7, 2017 Special Session, September 8, 2017 Emergency Session, September 12, 2017 Workshop, September 12, 2017 Regular Session, September 12, 2017 Special Session, September 18, 2017 Special Session and September 18, 2017 Tentative Budget Hearing minutes. Commissioner Sasnett offered a second and the motion passed unanimously.

Wesley Adams, County Coordinator, requested approval to send a letter to the Commissioner of Agriculture requesting the State deed the property at the Ag Center to the County as a possible location of an annex building that will house most of the County governmental agencies. Commissioner Music offered a motion to sign and send the letter with Commissioner Locke offering a second. The motion passed unanimously.

(Letter)

Wesley Adams, County Coordinator, advised that the proposed plan for the County Annex is a \$10 million facility and that an engineering application for the facility must be submitted to the State. Mr. Adams stated that the application will be brought before the Board at the next scheduled meeting. Commissioner Sasnett offered a motion for Mr. Adams to form a building committee to work on the needs and design of the proposed annex office. Commissioner Music offered a second. The motion passed unanimously.

Commissioner Sasnett offered a motion to approve the Release of Lien for SHIP recipient, Julia Chance. Commissioner Powell offered a second and the motion passed unanimously.

(Release of Lien)

Wesley Adams, County Coordinator, presented an Application and Schedule for Excess Loss Insurance from Gerber Life Insurance Company to cover inmate medical costs. Commissioner Music offered a motion to sign the application with Commissioner Locke offering a second. The motion passed unanimously.

(Application)

Wesley Adams, County Coordinator, presented the renewal proposal for Property and Casualty Insurance from Public Risk Management of Florida for October 1, 2017 to October 1, 2018. Commissioner Locke offered a motion to accept the proposal with Commissioner Music offering a second. The motion passed unanimously.

(Proposal)

Wesley Adams, County Coordinator, presented the 2017-18 Interlocal Agreement for Medical Examiner Services. Mr. Adams advised that the increase in the costs of these services had been incorporated into next year's budget. Commissioner Powell offered a motion to sign the agreement with Commissioner Locke offering a second. The motion passed unanimously.

(Agreement)

Wendy Mayo, Emergency Management Director, requested approval to sell EOC's Mobile Command Unit stating that it had not been used in three years. Ms. Mayo advised that the proceeds would be used to enclose the Emergency Management shed to create more room for storage since the main building is now being shared with 911. The estimated cost of the project is \$10,000.00 and Ms. Mayo advised that after the proceeds have been expended the remainder will come from her grant match funds. Commissioner Locke offered a motion to approve the request with Commissioner Powell offering a second. The motion passed unanimously.

Wendy Mayo, Emergency Management Director, presented the Debris Removal Service Agreement with DRC Emergency Service, LLC, who was awarded the bid for primary disaster debris at an August session. Commissioner Music offered a motion to adopt the agreement with Commissioner Locke offering a second. The motion passed unanimously.

(Agreement)

Rebecca Prince, Tourist Development Board, was present and introduced Tyler Everett, Chairman of the TDC Board, to answer questions about the request to increase the local bed tax from 2% to 3%. Mr. Everett advised of the authorized uses of the revenue incurred with this tax, the potential amount of money to be gained with the increased tax and the effect on local citizens. After County Attorney Brandon Young advised of the available options to implement the increased tax, the Board agreed to set a public hearing at the next Regular Session in order to pass an Ordinance increasing the bed tax.

Wesley Adams, County Coordinator, presented a quote for three new bush hogs in the amount of \$46,823.70 and advised that four bush hogs would be needed to replace all the old ones. Mr. Adams advised that the Board approved using \$200,000.00 of LOGT funds to purchase two excavators. Mr. Adams listed the surplus items that will be sold to reimburse LOGT for the cost of the equipment. Commissioner Erickson advised that an option was to buy one excavator and four bush hogs with the \$200,000.00 from LOGT funds rather than the two excavators originally planned. Sales representatives from Doosan and Komatsu were present to discuss the following bids and answer questions regarding the equipment's capabilities and warranties:

- Doosan new excavator = \$111,187.00
- Komatsu used excavator = \$101,201.00

Road Department Foreman Albert Jordan answered questions about his preference of machines. Commissioner Powell offered a motion to start negotiations for the purchase of the two used Komatsu excavators with Commissioner Music offering a second. The motion passed unanimously. Commissioner Music offered a motion to authorize Mr. Adams to negotiate the price of the Komatsu excavators with Commissioner Powell offering a second the motion passed unanimously.

(Bush Hog Quotes)

Wesley Adams, County Coordinator, requested the uniform allowance that was approved for Union employees be approved for the non-union employees as well. Commissioner Locke offered a motion to grant the request with Commissioner Music offering a second. The motion passed unanimously.

Wesley Adams, County Coordinator, presented the local Public Works Agreement with the Florida Department of Corrections that would allow the County to utilize prison inmates for road work crews. Commissioner Powell offered a motion to execute the agreement with Commissioner Locke offering a second. The motion passed unanimously.

(Agreement)

Wesley Adams, County Coordinator, advised that the Shop's service truck no longer runs and EMS has offered to donate the remainder of the ambulance, after the body has been removed, for parts to repair the service

truck. Commissioner Locke offered a motion to move the donated ambulance off the EMS inventory list and move it onto the Shop's inventory list with Commissioner Music offering a second. The motion passed unanimously.

Wesley Adams, County Coordinator, advised that an alternate board member should be appointed to the Public Risk Management Insurance Committee. Commissioner Sasnett offered a motion to appoint Commissioner Locke as an alternate to Commissioner Powell for the Insurance Committee. Commissioner Powell offered a second and the motion passed unanimously.

Wesley Adams, County Coordinator, announced that Hannah Benton has been hired for the position of Board Secretary making \$14.00 per hour with a start date of September 21, 2017. Commissioner Locke offered a motion to approve the hiring with Commissioner Powell offering a second. The motion passed unanimously.

Wesley Adams, County Coordinator, requested clarification of the Board's intention to pay the employees for their lunch breaks. Mr. Adams advised that some employees have one hour lunch while others have 30 minute lunch breaks and asked the Board how they wanted to handle the different lunch periods. Mr. Adams was directed to talk with the affected department heads and bring back his recommendation to the Special Session on Saturday, September 30, 2017.

Wesley Adams, County Coordinator, requested that the listed items be declared surplus and allow him to list them on the govdeals.com auction site. Commissioner Locke offered a motion to approve the request with Commissioner Music offering a second. The motion passed unanimously.

(List of Surplus Items)

Joey Marsh, FEMA Director, gave an update on the following open FEMA projects:

- Hurricane Irma:
 - No structural damage, will only recoup overtime paid for cleanup
- 4138 project from August 2013
 - All small projects completed
 - 16 of the 55 large projects are completed
 - Alternative procedures slated to start August 2018
 - All FEMA work projected to be completed August 2019
- 4177 project from May 2014
 - 23 of 38 small projects completed
 - Work projected to be completed December 2017

- HMPG projects 50% completed
- 1831 project from April 2009
 - All work completed with approval pending
 - County will have to reimburse some FEMA money

Joey Marsh, FEMA Director, advised that the vacant FEMA Project Monitor position will be posted in-house and if not filled, the County Coordinator will advertise the position and coordinate the hiring for the position.

Chairman Erickson discussed the creation of a Road Department Superintendent position by reducing the number of full time Road Department personnel in District 4 to five making one of those individuals foreman. The current foreman will be promoted to new Superintendent position and supervise projects in all districts. The County Coordinator was directed to meet with the Finance Director about the cost of creating the position.

Cliff Knauer, Dewberry/Preble-Rish Engineers, advised that he and Chairman Erickson are scheduled to meet with Senator George Gainer the next day regarding the \$355,000.00 shortfall for the CR 181C paving project and the advanced funding request for the Idlewood paving project. After hearing the Board's concerns on the timely reimbursement for the Idlewood project, Mr. Knauer advised that the decision to go forward with that project can be delayed until DOT's new Five Year Work Plan is issued. Mr. Knauer also advised that if the meeting fails to produce the necessary funds, value adjustment engineering is another option.

Cliff Knauer, Dewberry/Preble-Rish Engineers, stated that he completed the site plan for the possible County Annex building after meeting with affected department heads and reviewing the Space Needs Study. Mr. Knauer advised that the proposed annex building will cost approximately \$10 million plus \$1 million for an architect to construct. Mr. Knauer also advised that Sheriff Tate had stated he did not wish to be included in the annex plans. Sheriff Tate is requesting administrative offices be added to the front of the current jail as well as the construction of the additional pod that was on the original building plans. Mr. Knauer inquired as to whether the Board wanted these projects submitted as one application or two separate applications. The Board directed Mr. Knauer to prepare the projects as one application ready to sign at the Special Session on Saturday, September 30, 2017.

Jake Mathis, Melvin Engineering, advised that Roberts and Roberts are slated to be done with the paving projects on CR 181 and CR 183A by the end of October.

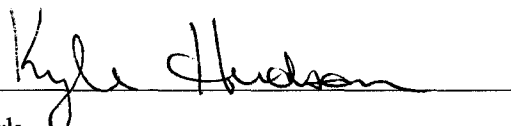
Jake Mathis, Melvin Engineering, advised that the power pole relocation on Deacon Road is still an issue with the old poles currently sitting in the middle of the road.

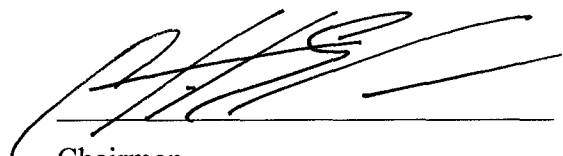
Brandon Young, County Attorney, stated that he would not approve the proposed agreement for the 79 Corridor Authority because there was no cap on spending in place. Mr. Young advised that the agreement will be re-done and ready for approval soon. Commissioner Locke offered a motion to have Commissioner Sasnett execute the agreement when ready with Commissioner Powell offering a second. The motion passed unanimously.

(Agreement)

Brandon Young, County Attorney, advised that if the Board was still agreeable to giving Ponce de Leon 1% of the County's LOGT disbursement he will go to Ponce de Leon and offer the additional 1% and see if that would satisfy them enough to sign the interlocal agreement. If agreed upon, the new distribution schedule of the LOGT funds will be: County – 85%, Bonifay – 10%, Ponce de Leon – 2%, Noma – 1%, Esto – 1% and Westville – 1%. The Ponce de Leon clerk was present to discuss this matter. The Board approved Mr. Young attempting to negotiate the new LOGT agreement with Ponce de Leon.

There being no further business at this time the meeting was adjourned at 8:14 p.m.


Clerk


Chairman