

October 1, 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 6:02 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:

- 10-A) Administrative Leave for Rodeo
- 10-B) Development Commission Appointment
- 6-B) Extension Office Copier
- 6-C) HDS Garbage Franchise
- 6-D) Hwy 90 Development Review
- 6-E) Truett Circle
- 9-C) Four Hills Woodland Easement

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 September 17, 2019 Regular Session minutes with Commissioner Newsom offering a second. The motion passed unanimously.

Andy Tharp, Road Department Shop Foreman, presented quotes from four companies for tractors with boom mowers. Discussion of this purchase included the following:

- Number of machines purchased will affect price
- Availability and capabilities of machinery
- Maintenance and parts for new machinery
- Problems occurring with existing equipment
- Selling or reassigning current equipment
- Source of funds to purchase new equipment

Alice Vickers, Clerk of Court, requested that the Board refrain from using the validated FEMA funds until the FEMA audit is complete. Brandon Young, County Attorney, advised that the validated FEMA funds are subject to an audit which could require a return of all or a portion of the funds due to substandard work, but that the Board could legally use the funds. Bob Stinebaugh, The Integrity Group, discussed his belief that the County's FEMA work will pass the audit. Ms. Vickers requested a written legal opinion from Attorney Young about the Board spending the validated FEMA funds ahead of the audit. Commissioner Newsom offered a motion to purchase two tractors with boom mowers from Beard Equipment for the quoted price of \$266,786 using validated FEMA funds contingent on the Clerk receiving the requested legal opinion from Mr. Young. Commissioner Stafford

offered a second. Commissioners Stafford, Sasnett, Newsom and Erickson voted yes with Commissioner Music voting no. The motion passed.

(Quotes)
(Legal Opinion)

Brandi Lowery, Board's Executive Assistant, presented the Planning Council's recommendation to approve additional buildings to the small industrial park at 3371 Highway 90, Bonifay. Discussion included the conditions and site plan revisions that must be satisfied. Commissioner Stafford offered a motion to approve the industrial park addition contingent on all conditions being satisfied prior to or in conjunction with the issuance of the building permit. Commissioner Music offered a second and the motion passed unanimously.

(Plan)

Brandi Lowery, Board's Executive Assistant, presented an industrial development request for 3325 Highway 90, Bonifay, Florida. Discussion included the conditions and site plan revisions that must be satisfied. The Planning Council are scheduled to review the plans tomorrow. Commissioner Stafford offered a motion to approve the request contingent on approval by the Planning Council with Commissioner Music offering a second. The motion passed unanimously.

(Report)

Albert Jordan, Special Road Projects Manager, discussed the amount of work and materials needed to repair the Dogwood Lakes boat ramp. Discussion included completing the boat ramp repair before the work on the dam begins. Commissioner Newsom offered a motion to allow up to \$5,000 to purchase the materials needed to repair the boat ramp using the surplus equipment auction proceeds. Commissioner Music offered a second and the motion passed unanimously.

Chairman Erickson discussed the inability to purchase the Project Director's new truck within the \$23,000 budget set at a previous meeting. Discussion included purchasing a truck through state contract for \$1,632.70 more than the budgeted amount or going out for bids. Commissioner Stafford offered a motion to purchase the truck from Garber Ford, Inc. through state contract with the amount exceeding the budget to come from the contingencies fund. Commissioner Music offered a second and the motion passed unanimously.

(Quote)

Chairman Erickson advised that the property owners along Hoovers Mill Road are willing to sign releases so that the County can widen and straighten the road. Cliff Knauer, Dewberry Engineers, discussed the width requirements and will prepare a proposal for designing the improved road. Discussion also included the cost of having West Florida Electric move the power poles along the road.

David Corbin, Project Director, advised that town hall meetings are going to be scheduled in the municipalities around the County to explain the FEMA alternative procedures program. Discussion included the recording requirements for the meetings, advertising to the public and the location of the meetings. The Board's Executive Assistant will schedule and advertise the town hall meetings to be held in Ponce de Leon, Westville, Noma, New Hope and Esto.

David Corbin, Project Director, presented a request from the Extension Office to lease an additional copier for \$20.17 more per month than the current contract amount. Discussion included that the copier is for the 4-H Agent and that the department's budget will allow for the extra expense. Commissioner Newsom offered a motion to grant the request with Commissioner Music offering a second. The motion passed unanimously.

(Request)

David Corbin, Project Director, advised that he has been unable to reach HDS to address the complaints received from citizens concerning the garbage service. The Board directed the County Attorney to send a registered letter to the company stating that the company is in danger of losing their franchise if no response is received.

David Corbin, Project Director, advised that the County has a 50 foot right of way on Jim Lynch's property in District 3 and that Mr. Lynch has requested that the County cut the bushes back along the ROW. The Board directed Special Road Projects Manager Albert Jordan to complete the work.

Rod Adams, Melvin Engineering, advised that the contractors awarded the County Road 162 project are scheduled to turn in the construction bonds and insurance documentation this week. A construction meeting is scheduled for next week with construction slated to begin early November. Commissioner Newsom offered a motion for the Chairman to sign the construction contract when presented contingent on approval by the attorney. Commissioner Stafford offered a second and the motion passed unanimously.

David Corbin, Project Director, stated that he is working to schedule the final inspection of the Highway 2 boat ramp.

Brandon Young, County Attorney, advised that the County attained ownership of a 3 acre parcel with a house on Bear Hewett Landing Road through tax deed. The property has an assessed value of \$48,776. Mr. Young advised that, if a party is interested in purchasing the property, the Board must declare it as surplus and then advertised for sealed bids. He also recommended that a title search and title insurance be purchased. Commissioner Newsom offered a motion to declare the property surplus and advertise for sealed bids with Commissioner Music offering a second. The motion passed unanimously.

(Property Plat)

Brandon Young, County Attorney, presented the Liberty Partners 2019-2020 Contract for Governmental Consulting Service for approval. He advised that it is a ten month contract for \$2,000 per month and that the

service has been budgeted. Commissioner Sasnett offered a motion approving the contract with Commissioner Music offering a second. The motion passed unanimously.

(Contract)

Brandon Young, County Attorney, presented the executed easement from Four Hills Woodlands, LLC to Holmes County for the paving of Bonifay/Gritney Road. Commissioner Stafford offered a motion to have the Chairman execute the easement with Commissioner Newsom offering a second. The motion passed unanimously.

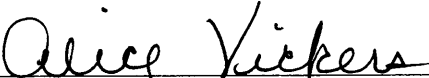
(Easement)

Chairman Erickson discussed giving the County employees administrative leave on Friday to attend the Rodeo parade. Discussion included that administrative leave does not apply to first responders who are required to work. Commissioner Newsom offered a motion for the employees scheduled to work on Friday to be given administrative leave from noon to the end of the work day. Commissioner Stafford offered a second and the motion passed unanimously.

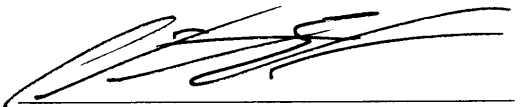
Commissioner Sasnett offered a motion to appoint Doyle Majors to the Holmes County Development Commission with Commissioner Newsom offering a second. The motion passed unanimously.

Commissioner Newsom offered a motion to appoint Brian Schultz to the Development Commission for District 2 with Commissioner Music offering a second. The motion passed unanimously.

There being no further business at this time, the meeting was adjourned at 7:35 p.m.



Clerk



Chairman