

October 24, 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.

A welcome was extended to the 91st Civil Affairs Battalion from Ft Bragg, North Carolina.

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

- 6-B) Special Projects Information - add
- 6-C) Driveway Right-of-Way Footage – add
- 6-D) Grader Position - add
- 6-E) HMGP 4177 FEMA Grant – add
- 6-F) Dozier Rental – add
- 9-1) Bed Tax - add

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

Commissioner Powell offered a motion to approve the October 6, 2017 Emergency Session and October 10, 2017 Regular Session minutes. Commissioner Locke offered a second and the motion passed unanimously.

Tammy Bozeman, Holmes County Sheriff's Office Finance Director, presented the Equal Employment Opportunity Utilization Report analyzing the County's workforce and methods used to fill vacancies. Commissioner Locke offered a motion approving the report for submission with Commissioner Powell offering a second. The motion passed unanimously.

(Report)

Tammy Bozeman, Holmes County Sheriff's Office Finance Director, presented the proposed budget for E911 for the 2017-2018 Fiscal Year. Discussion included a comparison to last year's budget and the grant revenues. Commissioner Music offered a motion to adopt the proposed E911 budget with Commissioner Locke offering a second. The motion passed unanimously.

(Budget)

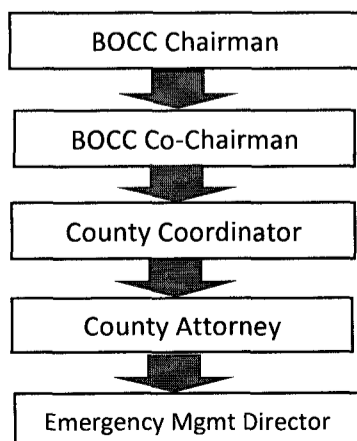
Ted Everett, Executive Director, Washington County Chamber of Commerce, requested permission to apply for a technical assistance grant on behalf of Washington County, Holmes County and the City of Bonifay. Discussion included that the grant would pay West Florida Regional Planning Council to develop the necessary planning work for the Corridor Authority in the area of land designated in the Overlay Map and that there is no cost to the counties or the City of Bonifay associated with this grant. Commissioner Music offered a motion to give permission to apply for the grant with Commissioner Powell offering a second. The motion passed unanimously.

Steve Connell, EMS Director, requested permission to transfer ownership of a 2004 Ford Van to the Holmes County Road Department for transporting inmate work crews. Commissioner Locke offered a motion to approve the transfer with Commissioner Powell offering a second. The motion passed unanimously.

Steve Connell, EMS Director, stated that the Emergency Response Committee is seeking direction from the Board regarding funding options for the Fire Departments. Mr. Connell advised that the Safer Grant is a 12 to 48 month federal grant that could provide funding to hire full-time firefighters or allow more funding for the Volunteer Fire Departments. Mr. Connell also advised that an application for the grant would not be ready until January 2019 and that at the end of the grant cycle the County would be required to fund the program for one year. Discussion included the County's ISO ratings and the creation of a Fire Coordinator position. Commissioner Locke offered a motion to have the Emergency Response Committee prepare the Safer Grant application for the January 2019 grant cycle. Commissioner Powell offered a second and the motion passed unanimously.

Steve Connell, EMS Director, advised that he and the County Attorney Brandon Young are meeting with the County's Volunteer Fire Chiefs to work out an interlocal agreement with the County. Mr. Connell stated that if an agreement is reached it will be brought back for the Board's approval.

Wendy Mayo, Emergency Management Director, requested clarification of the process to declare a Local State of Emergency, whether a Special Session is required or if there is a chain of authority to follow. Ms. Mayo proposed that a possible chain of authority to declare a Local State of Emergency in lieu of convening a Special Session, could be as follows:



Commissioner Locke offered a motion to adopt the chain of authority presented by Ms. Mayo. Commissioner Music offered a second and the motion passed unanimously.

Ann Payne, Recycling Director, presented the Small County Consolidated Solid Waste Management Grant Agreement for 2017-2018 to fund the recycling and litter programs in Holmes County. Commissioner Powell offered a motion to execute the agreement with Commissioner Sasnett offering a second. The motion passed unanimously.

(Agreement)

Wesley Adams, County Coordinator, requested the 2% pay increase that was approved for all County employees be applied to the newly hired Board Secretary Hannah Benton. Discussion included that the increase would bring Ms. Benton's pay to \$14.28 per hour with a total cost of \$673.08, the increase would be retroactive to October 1, 2017 and the money would be paid from the Contingency Fund. Commissioner Locke offered a motion to approve the pay increase with Commissioner Powell offering a second. The motion passed unanimously.

Wesley Adams, County Coordinator, advised that all requested work for Special Projects Manager Johnny Mathis will be submitted to the Board's office and Mr. Adams will then direct Mr. Mathis to the approved projects.

Wesley Adams, County Coordinator, advised that the bids for the Bridge Pile Driver have almost been completed.

Wesley Adams, County Coordinator, requested clarification that the current driveway right-of-way for repair and delivery of dirt is 25-30 feet. Discussion regarding this matter included:

- Increasing right-of-way to 75-100 feet
- Liability involved increasing the right-of-way
- Permission needed to enter property
- Incorporating municipalities
- Policy needed for driveway repair

Commissioner Sasnett offered a motion to increase the driveway right-of-way to 100 feet with Commissioner Music offering a second. Commissioners Locke, Music, Sasnett and Erickson voted yes with Commissioner Powell voting no. The motion passed. Mr. Adams and County Attorney Brandon Young will develop a policy for County work on driveway right-of-way and present it for approval at a future session.

Commissioner Erickson offered a motion to have dirt hauled to the Donut Express parking lot with the dirt policy to be reviewed at the next agenda. Commissioner Music offered a second. Commissioners Locke, Music, Sasnett and Erickson voted yes with Commissioner Powell voting no. The motion passed.

Wesley Adams, County Coordinator, advised that two qualified applicants were available for the vacant Grader Operator position. The two applicants are an in-house FEMA worker and a former County employee. Discussion included the precedence of hiring in-house applicants first. Darryl Messer, the in-house applicant, also spoke. Mr. Adams recommended Darryl Messer for the Grader position effective October 19, 2017. Commissioner Powell offered a motion to accept Mr. Adams recommendation to hire Darryl Messer with Commissioner Music offering a second. The motion passed unanimously.

Wesley Adams, County Coordinator, advised that some adjustments to the HMGP FEMA project 4177 will be presented at the next session.

Wesley Adams, County Coordinator, recommended renting a dozier for one month to clear stumps in the District 2 pit. Mr. Adams advised that the dozier is needed temporarily because equipment is being pulled to do FEMA work and that the rental can be paid from the Contingency fund or proceeds from the Volvo grader. The Board directed Mr. Adams to get with FEMA director about renting dozier with FEMA funds.

Cliff Knauer, Dewberry/Preble-Rish Engineers, presented the draft of the application for the House of Representatives requesting funding to build the County Annex and Jail renovations. Discussion in this matter included the following:

- Input needed from Directors, Constitutional Officers and community
- Space Needs Study
- 11/10/2017 Application deadline
- Senator Gainer and lobbying support

Mr. Knauer will work with the County Coordinator to complete the application.

Cliff Knauer, Dewberry/Preble-Rish Engineers, advised that C. W. Roberts is close to having the 181C paving project within budget using value engineering since the additional funding request for \$353,000.00 to DOT has yet to be approved. An amendment to the project agreement will be presented at the next session.

Brandon Young, County Attorney, advised that an ordinance has been drafted to increase the Bed Tax from 2% to 3% and that a public hearing notice will be placed in the paper this Friday advertising the hearing for the next Regular Session.

Brandon Young, County Attorney, advised that Attorney Lyndia Spears is presenting the new LOGT disbursement offer to the Ponce de Leon council at their November 1st meeting for approval. Mr. Young reiterated that this is only a five year agreement and after that point the disbursement will go to the statutory formula.

Wesley Adams, County Coordinator, advised that a new job description for Albert Jordan's position as Road Foreman and Special Road Projects Manager had been completed and would be distributed to the Commissioners.

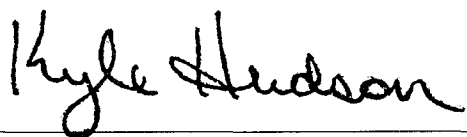
Wesley Adams, County Coordinator, will work with the County Attorney to draft a new flex time policy and present it at a workshop before approval.

Commissioner Erickson advised that Washington County Commissioner Tray Hawkins is looking into forming a consortium with several surrounding counties in an attempt to make health insurance more affordable. Mr. Hawkins will present information to the Commissioners when he has completed his research.

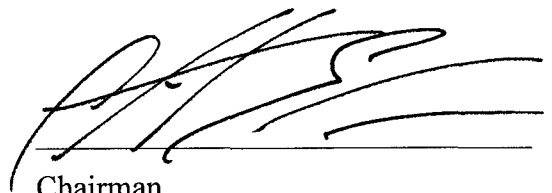
Commissioner Erickson requested that the Board Secretary look into reviving the safety program for County employees.

Commissioner Erickson advised that in addition to the two new excavators some of the surplus equipment could be used to make progress on the trimming work. Commissioner Locke offered a motion to withdraw the two John Deere Tractors from the auction site to continue using for County work with Commissioner Music offering a second. The motion passed unanimously.

There being no further business at this time the meeting was adjourned at 7:48 p.m.



Clerk



Chairman