

November 5, 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 6:00 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-B) Historical Society Building
- 10-C) One-time Waiver of Requirement for Project Director to Sign Bills
- 11-D) First Responders Day
- 6-D) Moving November Regular Session
- 6-E) Resignation of Paramedic Travis Cook
- 6-F) Emergency Management EMPA & EMPG Grant Changes

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

Commissioner Stafford offered a motion to approve the following minutes:

- September 23, 2019 Special Session
- October 1, 2019 Special Session
- October 1, 2019 Regular Session
- October 15, 2019 Regular Session
- October 22, 2019 Town Hall Meeting

Commissioner Music offered a second and the motion passed unanimously.

John Griffiths, a private citizen, discussed the poor condition of the pavement on Idlewood Drive and the County's failed attempts to patch the road. Discussion included the safety hazard caused by the disrepair of the road, the number of homes on the road and DOT's allocation to resurface the road. Frank Land, a private citizen, also discussed the condition of the road. The Board directed the Road Department to immediately patch Idlewood Drive and Idlewood Court.

Donna Williams, Road Department Secretary, presented the renewal of the Non-exclusive Solid Waste Franchise Agreement with Northwest Sanitation. Commissioner Stafford offered a motion to approve the renewal with Commissioner Music offering a second. The motion passed unanimously.

(Agreement)

Donna Williams, Road Department Secretary, presented an Amended Interlocal Agreement for Medical Examiner Services for approval. Discussion included that the agreement is updated annually and that the services are included in the budget. Commissioner Sasnett offered a motion to approve the agreement with Commissioner Stafford offering a second. The motion passed unanimously.

(Agreement)

Wanda Stafford, Emergency Management Director, advised that Contract #17-03 for emergency disaster debris removal services with DRC is set to expire. The County has an option to add an additional year to the contract. Commissioner Music offered a motion to extend the contract through September 26, 2020. Commissioner Newsom offered a second and the motion passed unanimously.

(Extension)

Lee Duke, Arthropod Director, presented the 2019-20 State contract with the Florida Department of Agriculture and Consumer Services to provide funds for the County's mosquito control services. He advised that he will adjust his budget to compensate for the \$2,000 reduction in the State funds provided. Commissioner Music offered a motion to approve the contract with Commissioner Stafford offering a second. The motion passed unanimously.

(Contract)

Chuck Aronhalt and Kimbra Roberts of Eastern Diesel presented a proposed increase in the Florida Highway Patrol Rotation Towing Rate Structure for the County. Discussion included that FHP will have the final approval of the rate increase, the process for collecting towing fees, the fees imposed by the surrounding counties and that the current towing rates have not increased in 20 years. Commissioner Newsom offered a motion to recommend the proposed rate increase to FHP with Commissioner Stafford offering a second. The motion passed unanimously.

(Proposal)

Steve Connell, EMS Director, advised that round 2 of the Division of Forestry reimbursable grant to the local fire departments affected by Hurricane Michael for equipment and gear is available. He requested that the Board consider advancing the money to the following four departments that did not participate in Round 1:

- Noma Volunteer Fire Department
- New Hope Volunteer Fire Department
- Westville Volunteer Fire Department
- Ponce de Leon Volunteer Fire Department

Commissioner Stafford offered a motion to extend the same offer to front the grant money to the four departments with a \$25,000 cap and a 90 day repayment agreement. Commissioner Sasnett offered a second and the motion

passed unanimously. Mr. Connell will return with an agreement for those departments that choose to participate in the program.

Andy Tharp, Road Department Shop Foreman, presented quotes to purchase a forklift for the Bridge Crew. Discussion of this matter included the following:

- \$30,000 has been budgeted for the purchase
- Quotes for new and used forklifts exceed the amount budgeted
- Putting out a bid to purchase versus purchasing through State contract
- Using auction proceeds to supplement budgeted amount

The following citizens discussed this matter:

- Alice Vickers, Clerk of Court

Commissioner Stafford offered a motion to purchase the Hangcha HC America Forklift from Florida Forklift through State contract for \$43,500 with the auction proceeds to be used for the amount exceeding \$30,000. Commissioner Music offered a second and the motion passed unanimously. Approval is contingent on Mr. Tharp and Project Director David Corbin inspecting the forklift.

(Quotes)

Andy Tharp, Road Department Shop Foreman, presented a \$22,907.61 quote to repair the transmission on the #13 grader. Discussion included the number of hours on the machine, keeping the grader after the repair or auctioning the grader before the repair. Commissioner Sasnett offered a motion to put the grader out for sealed bids without repairing. Commissioner Stafford offered a second and the motion passed unanimously.

(Quote)

Albert Jordan, Special Road Projects Manager, discussed the materials needed to build headwalls around the culvert on Highway 173 and the culvert on Ma Hodges Road. Commissioner Stafford offered a motion to purchase the materials needed with money from the District 3 and District 4 road materials accounts. Commissioner Music offered a second and the motion passed unanimously.

Alice Vickers, Clerk of Court, presented 2019-20 Budget Amendment #1 for approval. Discussion included the benefits of amending the budget on a regular basis, the budget changes made to the contingencies funds and removing the PPLCS grant from the County's budget due to the program paying the Library's expenses directly. Commissioner Stafford offered a motion to approve the Budget Amendment #1 with Commissioner Music offering a second. The motion passed unanimously.

(Budget Amendment)

Alice Vickers, Clerk of Court, advised of the need to hold a Supplemental Budget hearing. The Board set the hearing for Monday, November 18th at 4:00 p.m.

David Corbin, Project Director, presented the agreement to pay \$15,000 to Dewberry Engineers for services on the Thomas Drive Bridge that was approved at an earlier meeting. Cliff Knauer, Dewberry Engineers, discussed the status of the project stating that DOT has required a design revision to add four wing walls and pylon replacement which will put the cost of the project at approximately \$90,000. Discussion also included the cost of adding guardrails to the design, DOT's schedule to replace the bridge and requesting additional money for the project. Commissioner Newsom offered a motion to advertise bids for construction of the project once DOT approves the design. Commissioner Stafford offered a second and the motion passed unanimously.

(Agreement)

Cliff Knauer, Dewberry Engineers, discussed the County's reimbursement from the Florida Wildlife Commission (FWC) for the Highway 2 boat ramp project. He stated that, although a FWC employee approved the design plans, the ADA accessibility is now in question and has prevented the project from passing the final inspection. County Attorney Brandon Young and Project Director David Corbin will schedule a conference with FWC to discuss the issue.

Cliff Knauer, Dewberry Engineers, stated that the Idlewood Drive project is funded, a DOT agreement should be available soon and that Melvin Engineering will be doing the inspection services. Commissioner Stafford offered a motion to put the Idlewood Drive and Idlewood Court paving project out for bid. Commissioner Music offered a second and the motion passed unanimously.

Cliff Knauer, Dewberry Engineers, discussed the following projects:

- Bonifay/Gritney Road – the limits of the project and costs estimates have been revised and DOT's approval is pending. The Power South easement has been received and will be forwarded to the County Attorney.
- Bonifay/Chipley Road – mitigation costs will be approximately \$100,000. The Board discussed trading the County-owned property on Bear Hewett Landing to offset the mitigation costs. Bids are currently being accepted on the property.
- CR 162 – project was started last week with the milled asphalt to remain on the road
- Dogwood Lakes dam repair – clearing has been completed with excavation work to begin next
- FEMA alternative procedures contract with GAC, Inc. – meeting scheduled to discuss how the project will be completed and the expected start date. Inspection services to be provided by Dewberry and Melvin Engineering.
- Hoovers Mill Road – design to realign and widen the road will cost \$3,500 which will not include right-of-way acquisition. Discussion also included the costs of moving the power poles. The Board tabled the decision on this project until the next meeting.
- Restroom at the 4-H Barn – design and specs will be completed by Monday and submitted to the Building Department

Bob Stinebaugh, The Integrity Group, discussed the FEMA alternative procedures project stating that the scope of work has been approved by FEMA. Discussion also included that a contract for the program's inspection

services will need to be approved, that approximately \$50,000 must be spent before the next advance can be requested, and the list of roads and equipment to be included in the scope for round two.

David Corbin, Project Director, tabled the Litter Control Trailer agenda item until Sheriff John Tate could be present to discuss the matter.

David Corbin, Project Director, advised that it will be necessary to change the date of November's second Regular Session. The Board agreed by consensus to change the date of the meeting to Tuesday, November 12th at 9:00 a.m.

David Corbin, Project Director, read the resignation letter submitted by Travis Cook from his full time paramedic position. He has accepted a full time position in Walton County, but desires to remain in a PRN position with Holmes County. Steve Connell, EMS Director, expressed his appreciation for Mr. Cook's service to the County.

(Letter)

Wanda Stafford, Emergency Management Director, presented a letter to the division's grant manager advising that the grant administrator for the EMPA and EMPG agreements has changed from Project Director David Corbin to Wanda Stafford. Commissioner Newsom offered a motion approving the Chairman to sign the letter with Commissioner Music offering a second. The motion passed unanimously.

(Letter)

Brandon Young, County Attorney, presented Resolution 19-24 approving the Chairman to execute the Idlewood Drive and Idlewood Court resurfacing grant agreement with DOT. Commissioner Stafford offered a motion to adopt the resolution with Commissioner Newsom offering a second. The motion passed unanimously.

(Agreement and Resolution)

Brandon Young, County Attorney, presented a Memorandum of Agreement (MOA) with the Florida Wildlife Commission offering support to maintain the following five boat landings: Smith Lake, Baker Landing, Wards Landing, Lake Victor East and Curry Landing. Commissioner Stafford offered a motion to execute the MOA with Commissioner Music offering a second. The motion passed unanimously.

(MOA)

Brandon Young, County Attorney, presented the Prosperity Tower lease with West Florida Electric. He advised that the agreement is for West Florida to pay \$250 monthly to lease the tower space for the next ten years. Commissioner Newsom offered a motion to accept the lease agreement with Commissioner Music offering a second. The motion passed unanimously.

(Lease)

Commissioner Newsom discussed instituting a Blue Collar Project which would annually award a scholarship to a vocational/technical school. Discussion included available options for funding the project. The Board directed Project Director David Corbin to establish the specifics of the program.

Chairman Erickson advised that the Historical Society's facility on Kansas Street is in need of approximately \$920 of repairs. Discussion included providing inmate labor for the repairs. Commissioner Sasnett offered a motion for the County to complete the repairs to be paid from the contingencies fund. Commissioner Stafford offered a second and the motion passed unanimously.

Chairman Erickson advised that Project Director David Corbin has not been able to review and sign the bill vouchers for this meeting. Commissioner Stafford offered a motion to waive the requirement for Mr. Corbin to sign the vouchers for this meeting only. Commissioner Newsom offered a second and the motion passed unanimously.

Chairman Erickson discussed holding a fish fry for the County's first responders at the Emergency Management building. The date will be determined later.

Chairman Erickson discussed exploring other options for the County's property, liability and casualty insurance. County Attorney Brandon Young will notify the current insurance provider, PRM, of the County's intention to seek bids for the 2020-21 budget year. Discussion included creating a bid proposal for the service.

Commissioner Sasnett discussed the Keith Cabin Fall Festival being held on November 23rd.

Commissioner Sasnett requested that Special Road Projects Manager Albert Jordan inspect a trailer filled with garbage on the side of the road at the camp sites.

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



Clerk



Chairman