

November 27, 2018
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, was present.

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

Chairman Erickson called the meeting to order at 6:00 p.m. Albert Jordan, Special Road Projects Manager, led the prayer and pledge.

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

- 5-G) Resignation of Emergency Management Program Assistant
- 10-E) FEMA Funds
- 10-F) Marvin Goff Road Resident Request for Rock
- 10-G) County Christmas Party

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

Commissioner Sasnett offered a motion to adopt the November 13, 2018 Regular Session minutes with Commissioner Stafford offering a second. The motion passed unanimously.

Raymon Thomas, Development Commission, advised that he has been approached by a company that wants to lease space on the County's three cell towers in order to offer internet service to more of the County. County Attorney Brandon Young advised that a RFQ for a non-exclusive lease of tower space was advertised earlier this year with no response. He will bring the RFQ back before the Board again for approval.

Raymon Thomas, Development Commission, requested a workshop to discuss revenue streams for the Development Commission. The Board moved the December Regular Session to December 5th at 9:00 a.m. with a Workshop for 8:00 a.m.

Chairman Erickson opened the 2017-2018 Supplemental Budget public hearing for the Transportation Trust. The supplemental budget accounts for the revenue from the surplus equipment sale and shows the expenditure of those funds so the 2017-2018 Fiscal Year can be closed. With no response from the public, Commissioner Stafford offered a motion to approve the supplemental budget. Commissioner Music offered a second and the motion passed unanimously.

(Supplemental Budget)

Alice Vickers, Finance Supervisor, presented the 2017-2018 Budget Amendment #2 showing the routine adjustments made to get accounts out of the red and bring in the additional revenue from grants. Commissioner Music offered a motion to approve the budget amendment with Commissioner Sasnett offering a second. The motion passed unanimously.

(Budget Amendment #2)

Joel Paul, Jr., Executive Director for Tri-County Community Council, presented a Florida Department of Transportation Service Development Grant Agreement and Resolution 18-20 for approval. He advised that the grant provides asset management software for their maintenance shop. Commissioner Stafford offered a motion to have the Chairman execute the grant agreement and Resolution 18-20. Commissioner Music offered a second and the motion passed unanimously.

(Agreement & Resolution)

Lee Duke, Arthropod Director, presented two 2018-2019 budget amendments for the local and state arthropod funds to account for the updated figures provided by the finance office. Commissioner Music offered a motion to approve the budget amendments with Commissioner Stafford offering a second. The motion passed unanimously. Mr. Duke also discussed the mosquito control efforts for all municipalities and the out-lying areas.

(Budget Amendments)

Richard Hinnah, USDA Wildlife Services, presented a proposal for services to eradicate the County's beaver problem. Discussion included the costs of the service, the services covered under the contract, the releases needed to enter private property and the liability to the County. Commissioner Stafford offered a motion to enter into a 120 hour contract with USDA Wildlife Services at the cost of \$6,400 to be paid from the Contingency fund. Commissioner Sasnett offered a second. Commissioners Stafford and Sasnett voted yes and Commissioners Erickson, Music and Newsom voted no. The motion did not pass.

(Proposal)

Hayes Griffin, Florida Department of Transportation, presented an Off System Project Agreement and Resolution 18-19 to replace the bridge on Thomas Drive over Open Creek. Commissioner Stafford offered a motion to have the Chairman execute the agreement and Resolution 18-19. Commissioner Music offered a second and the motion passed unanimously.

(Agreement & Resolution)

Chairman Erickson advised that EOC Program Assistant Adrienne Owen turned in her letter of resignation effective immediately. Commissioner Newsom offered a motion to accept the resignation with Commissioner Music offering a second. The motion passed unanimously.

Cliff Knauer, Dewberry Engineers, Inc., presented the site plan for the proposed County Annex on the County's Deacon Road property. He stated that he needs the Board's approval in order to submit the plan for legislative appropriations by the December deadline. Discussion of this matter included the following:

- Cost estimate to build according to the site plan
- Option to submit only the administration building portion of the plan
- All departments are included in the proposed plan except the Sheriff's Office and the Supervisor of Elections
- Submitting a plan to build an additional 100 person pod for the Jail
- Submitting a plan for improvements at the current Jail facility
- Increase in inmate population at the jail
- Need for air conditioning in the existing jail facility to stop deterioration
- Need for commissioners to lobby for appropriations
- Location of proposed County Annex has upset some citizens
- Maintenance costs for proposed County Annex
- Need for Hurricane Shelter on site plan

The following citizens discussed this matter:

- Michael Raley, Chief Deputy Sheriff
- Raymon Thomas, Development Commission

Approval of the proposed County Annex site plan was tabled until the December 5th meeting in order to review plans further. Commissioner Music offered a motion to submit for appropriations to build an additional pod at the jail and for the needed improvements at the Jail as two separate submittals. Commissioner Stafford offered a second and the motion passed unanimously.

Brandon Young, County Attorney, presented the current County Coordinator job description for approval to use when advertising the position. Discussion included the salary range for the position and the authority to hire/terminate County employees. Commissioner Music offered a motion to advertise the position with a salary range of \$45,000 to \$55,000 and to remove the position's authority to hire/terminate employees. Commissioner Sasnett offered a second. Commissioners Music, Sasnett and Newsom voted yes and Commissioners Stafford and Erickson voted no. The motion passed. Attorney Young advised that he will amend the job description, advertise the position with a closing date of January 8th and discuss the process of interviewing the candidates at the next meeting.

Chairman Erickson discussed offering a Heavy Equipment Operator rate of pay to a Road Maintenance Tech when they are used to run equipment during emergencies. This matter was tabled to be discussed during Union negotiations.

Chairman Erickson discussed the possibility of having the Road Department Foremen use a Daily Log Report form instead of entering the information in the computer. Discussion included the following:

- Expense of using hot spots
- Assigning responsibility of data entry to another position
- Foremen's job description includes computer work
- Importance of the computer work.

The following citizens discussed this matter:

- Raymon Thomas, Development Commission
- Alice Vickers, Finance Supervisor
- Shawna Lumpkin, Road Department Secretary

Commissioner Stafford offered a motion to move the computers to the Board Office, have a designated time weekly for the foremen to complete their computer entries, as well as rain days, and get rid of the hot spots. Commissioner Newsom offered a second and the motion passed unanimously.

Commissioner Newsom discussed using FEMA funds designated for alternative procedures to pave roads with milled asphalt so that more roads can be improved. Discussion included time frame to start alternative procedures, reducing road maintenance costs and hiring out all FEMA work so County employees can return to regular road maintenance. This matter was tabled until the next meeting.

Albert Jordan, Special Road Projects Manager, presented a request from Marvin Goff Road resident, Frank Carter, to pay for the rock and fuel if the Road Department will dump the rock by the road to his property. No action was taken.

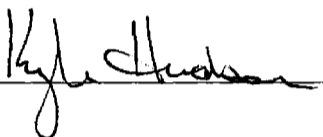
Chairman Erickson stated that County employees usually were allowed to go home after the County Christmas party. Commissioner Stafford offered a motion to give all employees who attend the December 20th Christmas party administrative leave for the remainder of the work day after the party and the employees who do not attend the party will have to use their leave time. Commissioner Newsom offered a second and the motion passed unanimously.

Bob Jones, CDBG Administrator, advised that the CDBG grant cycle was beginning in January if the County wished to apply for housing or infrastructure grants. Discussion included the possibility of obtaining grant funds to go with any awarded appropriations to renovate the jail. This matter will be discussed further at the next meeting.

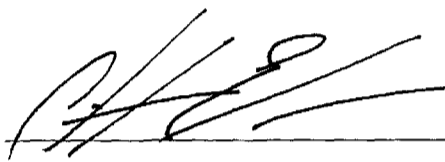
Bob Jones, CDBG Administrator, requested an update on the Hurricane Michael debris removal service. He was advised that DRC had completed the first pass and that DOT has taken the lead on the program. Discussion included debris removal on private property.

Commissioner Music offered a motion to advertise the EOC Program Assistant position with Commissioner Newsom offering a second. The motion passed unanimously. County Attorney Brandon Young advised that the previous Program Assistant should be paid 80% of her accumulated leave as per policy.

There being no further business at this time, the meeting was adjourned at 8:11 p.m.



Clerk



Chairman