

February 26, 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.

Melissa Hays, 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:

- 9-C) Beaver Trapping
- 9-D) Lowering Cost for Hurricane Michael Storm Repairs
- 9-E) Grader Operator
- 9-F) Tri-County Airport Road Ditch
- 9-G) Winterville Church
- 6-A) Parks Update
- 6-B) Employee Update
- 6-C) Parking for Board's Office
- 8-C) Mediations
- 9-H) Letter from Department of Agriculture
- 9-I) Parks and Recreation

The following deletions were made to the agenda:

- 9-A) District 2 Temporary Position

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

Commissioner Stafford offered a motion to adopt the February 12, 2019 Regular Session minutes with Commissioner Music offering a second. The motion passed unanimously.

Robert Jones, CDBG Grant Administrator, stated that he is in the process of preparing the CDBG grant application and needs a task force committee to determine the type of projects to request. Mr. Jones recommended Dorothy Gibson and Shawna Lumpkin to the task force committee. Commissioner Stafford offered a motion to accept the recommendations with Commissioner Music offering a second. The motion passed unanimously.

Raymon Thomas, Development Commission, requested an exemption from paying the full Building Department permit application fee for a 5500 square foot commercial warehouse that will house a tea company. He stated that the Development Commission would agree to pay an initial fee \$100 and then \$65 fee for each site visit. The Board advised Mr. Thomas that general contractors should pull their own permits. David Corbin,

Project Director, will meet with the contractor for the tea company about the permit fee explaining that there will be no exemptions.

Raymon Thomas, Development Commissioner, advised that the Gulf Power building was not sufficient to house both the Veterans Service and the Development Commission. He stated that the building has a black mold issue that needs to be addressed. The Board agreed to have a mold assessment done on the building.

David Corbin, Project Director, stated that the decision was made to move the Building Department to the Board's office building. He introduced the new Building Department Assistant, Danielle Steverson. Discussion included permits issued to general contractors, the Building Department budget and increasing fees to be compatible with other counties. These issues will be addressed at the next meeting.

Rod Jones, Pastor of Leonia Baptist Church, presented his request to expand the church's parking lot to the edge of Gillman Road. Discussion included that milled asphalt will be used in the expansion and that the improvement will not affect the water flow off the road. Commissioner Stafford offered a motion to allow the expansion with Commissioner Music offering a second. The motion passed unanimously.

Donna Williams, Board Secretary, presented two Satisfaction of Mortgages from West Florida Regional Planning Council releasing liens against Mattie Davis and Daniel E. Rutko for SHIP program work. Commissioner Music offered a motion to have the Chairman execute the releases with Commissioner Sasnett offering a second. The motion passed unanimously.

(Release of Liens)

Kisha Collins, Life Management, introduced the FEMA-funded Project Hope program which provides crisis counseling for adults and children affected by Hurricane Michael. Discussion included the counties that currently utilize the program, that there is no charge for the service which is completely anonymous and that they would like to assist with any long term recovery plans. The Board directed Ms. Collins to meet with Emergency Management Director John Hagans to discuss the programs that he has planned.

David Corbin, Project Director, stated that he is waiting on information from Florida Recreation Development Assistant Program (FRDAP) about the restrictions on securing the County's parks and bathrooms. Discussion included the risk of having to pay the FRDAP money back if the bathrooms are torn down, using porta potties and locking the parks. The Sheriff's Office has agreed to have more of a presence at the parks.

David Corbin, Project Director, read a letter from Erica Hewett expressing her appreciation to Road Foreman Gerald Truett and his crew for the great job installing a pipe on Henry Gray Road.

David Corbin, Project Director, discussed the need for additional parking at the Board's office since the Building Department has been relocated. Discussion included accommodating the Building Department customers by having the County employees park in the courthouse parking lot or creating new parking spaces in

front of the Board's office. The Board agreed by consensus to have designated parking spaces in the front of the Board's office with Mr. Corbin to determine how the spaces will be used.

Brandon Young, County Attorney, presented a Public Works/Equipment Maintenance Supervisor for the County Shop job description for the Shop Foreman position currently held by Olivia Miller. The new job description will require that a Class A CDL be obtained within one year and that the position will be responsible for completing purchases of needed parts and equipment. Discussion included that heavy truck and other industry recognized certifications are highly desired, but not required. Discussion also included giving all new hires without a CDL time to obtain the license, the County paying for an employee's CDL and allowing them to train on County equipment. Commissioner Newsom offered a motion to adopt the new job description amending the time to obtain a CDL from one year to six months. Commissioner Stafford offered a second. Commissioner Stafford, Sasnett, Newsom and Erickson voted yes with Commissioner Music voting no. The motion passed. Commissioner Newsom offered a motion to allow new hires six months to obtain a CDL with Commissioner Stafford offering a second. The motion passed unanimously.

(Job Description)

Brandon Young, County Attorney, presented Resolution 19-05 to formally abandon the unnamed road comprising the former route and path of New Bayview Church Road across the properties of Alice V. Brennan, Larry and Nancy Hawkins, and Lee W. Miller. Commissioner Stafford offered a motion to adopt the resolution with Commissioner Newsom offering a second. The motion passed unanimously.

(Resolution 19-05)

Brandon Young, County Attorney, advised that mediation has been scheduled on the Lake Cassidy lawsuit for Tuesday, March 5th. He also advised that the attorney representing former County employee Wendy Mayo has requested telephone mediation with scheduling pending.

Jake Mathis, Melvin Engineering, advised that he had met with Dustin Castells, SCRAP/SCOP Program Manager, about the County's CR 181 SCRAP application. He was advised that the project had been previously denied because the project was too large for the restricted amount of money available for the program and it was recommended that the project be divided to increase the probability for funding. Mr. Mathis recommended submitting Phase 1 of the project on this year's SCRAP application which would cover from CR 179A in Westville to Minger Road. The Board agreed to the recommendation and requested that Mr. Mathis discuss with DOT the possibility of diverting money allocated to pave dirt roads into projects to repave existing roads.

Jake Mathis, Melvin Engineering, presented an update on the CR 181C project stating that the contractor is half way done replacing the guard rails. The Board directed Mr. Mathis to see about smoothing the area where the road connects to Interstate 10.

The Board discussed separating each hot mix repair of the county roads into individual jobs so that it will not exceed the threshold.

Commissioner Newsom discussed amending the driveway policy to extend the maintenance area to more than ten feet beyond the edge of the County right-of-way as currently imposed. County Attorney Brandon Young advised that the State currently restricts maintenance to five feet from the edge of the right-of-way and the County can increase the maintenance area to 50 feet beyond the right of way only if the damage to the driveway is affecting a County road. The Board agreed to discuss a possible pay-to-grade service at the next Regular Session.

Commissioner Newsom stated that the Parks Department needed to clean up Hurricane Creek Park as well as the other County parks for the Easter holiday.

Chairman Erickson discussed the beaver trapping services of Ronnie Braxton stating the he had already reached his \$5,000 cap by trapping 66 beavers. Mr. Braxton has offered to continue his trapping services before the weather gets too hot. Project Director David Corbin will check with the finance office to see if any further funds are available for this service.

Chairman Erickson advised that when the Board voted to end exempting permit fees for Hurricane Michael victims he was unaware that some people were still on a waiting list for contractors to begin the repair work. These people are now having to pay full price for the permits. Commissioner Stafford offered a motion to charge a \$100 permit fee if the person can provide an insurance or FEMA claim number showing the repair work is for Hurricane Michael damage. Also, as part of the motion, Pauline Farmer will be reimbursed for all but \$100 of the permit fee she paid. Commissioner Music offered a second and the motion passed unanimously.

Commissioner Sasnett stated that he currently had no grader operators in District 1 and discussed hiring temporary help. Discussion also included sending grader operators from other districts to help District 1 and advertising the job. Road Foreman Andy Tharp discussed advertising the job in-house. Chairman Erickson stated that Grader Operator Wilke Birge from District 5 will be sent to District 1 to do grader work.

Commissioner Music advised that a ditch on Tri County Airport Road needed to be dug out. Commissioner Newsom offered a motion for the ditch to be repaired with Commissioner Stafford offering a second. The motion passed unanimously.

Commissioner Music advised of two people who needed to complete community service hours and asked if the County could use them for clean-up work. County Attorney Brandon Young discussed the liability issue of using such help for County work.

Commissioner Stafford advised that dirt was washing from Winterville Church across the road into a private citizen's driveway. He advised that, if the Board had no objection, he was going to scoop out the citizen's driveway and spread milled asphalt on the County's ROW in the area. The Board had no objection.

David Corbin, Project Director, read the response from the Department of Agriculture regarding the Board's letter requesting a review of the County's gas prices for possible price gauging. The letter advised that the department has launched an investigation into the matter.

(Letter)

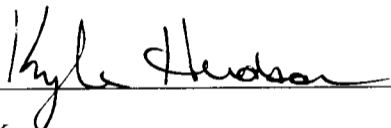
Chairman Erickson advised that the Dogwood Lake Golf Course is closing and the public has reached out to the Board to prevent this from happening. The current owners of the course have offered to sell all the golf course equipment to the County for \$200,000 and show the County how to run the course. Discussion included that the Development Commission might be interested in the investment opportunity.

Brandon Young, County Attorney, advised that the County was still in the zone of silence regarding the disaster recovery services bid which is scheduled to be scored and awarded on March 12th.

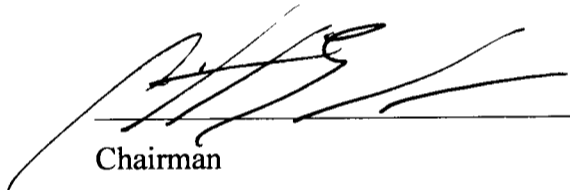
David Corbin, Project Director, announced that First Federal Bank would be providing refreshments at the next Regular Session.

Chairman Erickson confirmed that the four man golf team for the Chamber of Commerce Golf Tournament would be comprised of himself, Commissioner Newsom, Commissioner Stafford and his wife, Wanda Stafford.

There being no further business at this time, the meeting was adjourned at 7:49 p.m.



Clerk



Chairman