

February 9, 2016  
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 William Parish, Commissioner David Whitaker, Commissioner Bobby Sasnett, and Commissioner Danny Powell, Chairman of the Board.

Jeff Goodman, County Attorney, was present.

Alice Vickers, Deputy Clerk, was present and kept the minutes.

The meeting was convened at 9:00 a.m. Chairman Powell opened the meeting with prayer and led the pledge.

The first agenda item was Agenda Additions or Deletions. Items added to today's agenda included:

- 12) 911 Purchase Order request
- 9E) Roller Lease – Jackson Spring Sediment project
- 9F) Animal Control Veterinary Services Contract

Commissioner Sasnett offered a motion to approve the amended agenda. Commissioner Whitaker offered a second. The motion passed unanimously.

The next item was "Hearing the Public". The public was given an opportunity to speak with no one responding.

Commissioner Parish offered a motion to pull consent item E: Sandpath Road Phase II sidewalk project closeout. Commissioner Whitaker offered a second. The motion passed unanimously. Commissioner Whitaker offered a motion to approve the following consent items:

- January 26, 2016 Special Session and Regular Session Minutes
- Local Mitigation Strategy Plan (LMSP) 16-04 and Resolution #16-04 Adoption -EOC
- FEPA Travel request – Emergency Management – Mayo and Fulford
- Asphalt Patch Contract 2016 and Notice of Award – C.W. Roberts Contracting, Inc.

Commissioner Parish offered a second. The motion passed unanimously. Commissioner Parish then offered a motion to approve the Sandpath Road Phase II sidewalk closeout contingent upon verification that all local vendors have been paid. Commissioner Whitaker offered a second. The motion passed unanimously.

(LMSP and Resolution #16-04)

(Travel Request)

(Contract and Notice of Award)

(Sandpath Road Phase II sidewalk closeout and Change Order #5)

Chairman Powell read aloud the Memorandum of Agreement (MOA) with the Department of Economic Opportunity (DEO), the State and surrounding counties. He advised it will be in effect until 2020. Commissioner Parish offered a motion to approve the MOA with Commissioner Locke offering a second. The motion passed unanimously.

(Agreement)

The Board discussed the recommendation from the Planning Commission to approve a variance request from Mr. Clyde M. Williams to allow him to build an agricultural building on agricultural land that has no residence. Commissioner Locke offered a motion to approve the variance request. Commissioner Sasnett offered a second. The motion passed unanimously.

(Variance Request)

Ted Everett, Executive Director Washington County Chamber of Commerce, gave an overview of the planning and zoning overlay map for the Highway 79 Corridor project. Discussion included the rights of the citizens and the Memorandum of Understanding (MOU) between Holmes County, Washington County and the City of Bonifay. Ms. Caitlin Cerame, West Florida Regional Planning Council, discussed the overlay map being used as a planning tool to encourage economic development and the timeline involved for implementation of the overlay. Discussion included public meetings having been held to inform citizens on this process, that it does not require the land owners to change their land use and if owners do go to general commercial use in the overlay area no application fees will be charged. Mr. Everett requested the Board approve the MOU for the map overlay project. Attorney Goodman explained the MOU and the creation of a draft plan for the "Highway 79 Corridor Authority" that will create necessary interlocal agreements. Discussion included Holmes County's responsibilities in the agreement. Jim Town, Washington County Economic Development Council gave an estimate of the cost to establish the corridor and run sewage and water from Highway 79 to Douglas Ferry Road in Washington County to be approximately 1.988 million and 2.3 million for the overlay project. The counties are being asked to contribute to the project until the Corridor Authority is viable and can pay them back with Holmes County's initial investment being less than \$10,000. Mr. Town advised the Authority will have its own Board of Supervisors with one (1) elected official from Holmes, Washington County and the City of Bonifay and one (1) community leader from Holmes and Washington County to comprise a Board of five (5) to govern the Corridor Authority. He advised the three (3) involved entities will also approve the Corridor Authority's annual budget. Commissioner Parish offered a motion to approve the MOU with Commissioner Locke offering a second. The motion passed unanimously.

(MOU)

Cindy Mcilwain, SHIP administrator, gave an update on the proposed Local Housing Assistance Plan (LHAP). Discussion included that the program awards \$25,000 for housing rehabilitation, \$60,000 for replacement and assistance for first time home buyers from \$12,500-\$20,000. The Board requested making a change in the LHAP to recognize life estate as clear proof of ownership. Commissioner Parish offered a motion to approve the SHIP LHAP agreement with the change of recognizing life estate as ownership. Commissioner Sasnett offered a second. The motion passed unanimously.

(Agreement)

Citizen Robert Kolmetz discussed the proposed building inspection agreement with the School Board and requested the Board listen to the last School Board meeting before approving the agreement.

Ms. Kalyn Waters, Extension Office Director, discussed the Agricultural Center rental agreement and the proposed changes to include:

- Requiring the renters to immediately put down \$50.00 to hold the requested date with the \$150.00 remainder to be paid at the time of the rental.
- Private party rental increase from \$125 to \$150 to help cover increased utility costs
- Termination of a rental if the Center is being used as a shelter at that time as it is a designated County shelter

Commissioner Parish offered a motion to approve the fees recommended by Ms. Waters. Commissioner Sasnett offered a second. The motion passed unanimously. Discussion also included that Attorney Goodman will draft a standard lease/license agreement for all county buildings.

(Fee schedule)

Wendel Whitehurst, County Coordinator, discussed the on-call grader position salary and recommended \$13.00 per hour. Commissioner Sasnett offered a motion to approve setting the salary at \$13.00 per hour with Commissioner Parish offering a second. The motion passed unanimously.

Mr. Whitehurst discussed the leasing of two (2) graders for District 2 and one (1) grader for District 3 at a cost of \$1680-\$1690 per month. Discussion included selling two (2) of the old graders at auction with the proceeds to pay toward the lease and keeping one as a spare. Commissioner Locke offered a motion to lease the three (3) graders, sell two (2) old ones and apply the proceeds to the lease. Commissioner Sasnett offered a second. The motion passed unanimously.

Mr. Whitehurst discussed leasing a roller for the Old Mt. Zion road/Jackson Springs Sediment project at a cost of \$3600 per month and \$800 freight both ways. Discussion included leasing for two (2) months with the funds to come out of County grant match. Commissioner Sasnett offered a motion to approve the lease. Commissioner Locke offered a second. The motion passed unanimously.

Mr. Whitehurst discussed the proposed animal control veterinary contract and the proposed animal control service contract with Washington County. Discussion included a veterinary fee of \$3,000 per month for a total of sixty six (66) animals per month, reviewing the agreement with Washington County at the next meeting and allowing Lucky Puppy Rescue to pick up and transport animals to the veterinarian until the agreement is in place. Attorney Goodman advised a contract will be needed for any third party contractor to pick up animals for the County. Commissioner Parish offered a motion to enter into agreement with Dr. Anderson and to notify the Sheriff's department they have a facility to take dogs to now. Commissioner Whitaker offered a second. The motion passed unanimously.

Attorney Goodman discussed the list of County maintained roads and requested the Board review the list. Discussion included updating the list with roads that are currently being maintained and how to add a road to the list by official action or resolution. Mr. Goodman advised he will bring a formal list of currently maintained roads at a later time. No action was taken today.

Mr. Goodman discussed the draft agreement drawn up for the School Board building inspection services and advised an amendment was added per the School Board's request to pay the inspection fee on a per hour rate. He discussed the agreement terms to include the School District shall pay the Board \$37.00 per hour, up to twenty (20) hours per week with a maximum of eighty (80) hours per month and pay being based on the actual time spent on inspection services. Buddy Brown, School Board Facilities Director, discussed the Board will have first priority over the inspector's service and that the School Board will give a 48-72 hour notice for services needed. The Board agreed to review the current draft and consider the agreement at the next meeting. No action was taken today.

Cliff Knauer, Preble-Rish Engineering, gave an update on the Old Mt. Zion Road paving project bid. He advised four (4) bids have been received with Roberts and Roberts, Inc. being the lowest bidder at \$154,900 for the 1.1 mile project. Discussion included \$120,000 being provided in grant funds with an \$80,000 match required by the County. Commissioner Sasnett offered a motion to award Robert and Roberts, Inc. the paving project. Commissioner Locke offered a second. The motion passed unanimously.

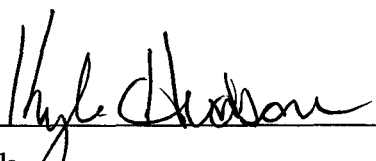
(Bid summary)

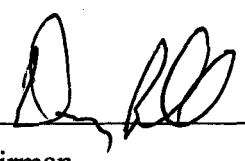
Attorney Goodman advised an oral agreement has been reached with Melvin Engineering for the design work on the Tobe Retherford Road project and that he will bring a contract to the next meeting.

Cliff McGowan, 911 Coordinator, requested approval for a purchase order for a handheld GPS device that will give coordinations for 911 mapping. He advised the purchase will come out of his capital outlay budget. Commissioner Sasnett offered a motion to approve the purchase. Commissioner Locke offered a second. The motion passed unanimously.

(Purchase Order)

There being no further business the meeting was adjourned at 11:16 a.m.

  
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Clerk

  
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Chairman