

July 21, 2020  
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 Clint Erickson, Commissioner Phillip Music, Commissioner Bobby Sasnett, Commissioner Brandon Newsom and Commissioner Earl Stafford, Chairman of the Board.

Brandon Young, County Attorney, and David Corbin, Project Director, were also present.

Leigh Ann Ennis, Deputy Clerk, was present and kept the minutes.

Chairman Stafford called the meeting to order at 9:02 a.m. David Corbin, Project Director, led the prayer and pledge.

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

- County Coordinator Item      c) Mitchell Finch Sub-division - added
- County Coordinator Item      d) CDBG-Bob Jones - added
- County Attorney Item          e) Holmes County Jail - added

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

Technical difficulty with the Wi-Fi caused an issue with livestreaming the meeting. The Wi-Fi issue could not be resolved and the meeting resumed at 9:10 a.m.

Commissioner Erickson offered a motion to approve the minutes from the June 29, 2020 Special Session and July 7, 2020 Regular Session with Commissioner Music offering the second. The motion passed unanimously.

Commissioner Erickson explained the City of Bonifay requested assistance with the demolition and cleanup of the building on the corner of Waukesha Street and E. Virginia Avenue. The City plans to use the space for parking. Commissioner Erickson offered a motion to assist the City with demolition and cleanup. Commissioner Sasnett offered the second and the motion passed unanimously.

(Warranty Deed)

Alice Vickers, Interim Clerk of Court, stated that all items on Budget Amendment #7 had been approved in previous meetings except the Federal Elections Grant. Ms. Vickers reviewed all aspects of the Amendment including:

- \$400 increase to Transportation Trust for 1 day sweeper rental
- \$840 increase to Road Materials & Supplies D3 for Steverson Rd Pipe
- \$173,645 increase for Sealant Distributor Truck
- \$19,068 increase for Reimbursement to FEMA

Commissioner Music offered a motion to approve Budget Amendment #7 with Commissioner Sasnett offering the second. The motion passed unanimously.

(Budget Amendment)

David Corbin, Project Director, reported that people are driving at increased speeds on the milled asphalt roads. Brandon Young, County Attorney, explained that in accordance with DOT regulations the speed limit on County roads, dirt or asphalt, is 55 m.p.h. unless otherwise posted. Mr. Young explained that no public hearing is necessary to change speed limits. Commissioner Erickson stated he would feel more comfortable issuing the change by resolution. Discussion of sign costs and budget concerns led to tabling the matter until the next meeting.

David Corbin, Project Director, explained the need to schedule a Special Session to discuss next year's budget. Alice Vickers, Interim Clerk, stated the millage must be set and a tentative budget hearing date must be set prior to August 4, 2020. The Board scheduled a Special Session for July 27, 2020 at 5 p. m.

Mike Gordon, Building Inspector, appearing by phone, explained that Mitchell Finch has requested a minor development plan involving 21 acres, divided into one acre lots, to be sold as land home packages featuring new mobile homes. Commissioner Erickson offered a motion to allow Mr. Finch to move forward with the planning process in accordance with building codes and regulations. Commissioner Music offered the second and the motion passed unanimously.

Bob Jones, CDBG Administrator, appearing by phone, explained that two replacement housing projects exceed the \$75,000 limit. Brandon Young, County Attorney, read the names and addresses of the applicants for the record:

- Sharon E. Hopkins, 2348 Hickory Lane, Bonifay; Bid: \$79,740
- Katherine Spence, 1554 John Eddy Lane, Ponce De Leon; Bid: \$84, 240

Mr. Jones stated that the money is in the CDBG budget but the Board's approval is necessary to proceed. Commissioner Music offered a motion granting CDBG permission to proceed with the projects. Commissioner Newsom offered the second and the motion passed unanimously.

Bob Stinebaugh, Integrity Group, gave an update on the proposed CARES Act and COVID FEMA projects. Mr. Stinebaugh presented information located on the FDEM website including important dates and permissible uses of CARES Act funds. Mr. Stinebaugh explained that Integrity Group plans to use FEMA funds as much as possible and CARES Act funds as "back up". Mr. Stinebaugh explained he would like to file for a waiver with the State to exempt the County from the required 12.5% match to FEMA funds. He will also submit a letter to the State requesting that the CARES Act funds be supplied to the County in full and not as reimbursement due to current budget constraints. Commissioner Erickson offered a motion granting Mr. Stinebaugh authority to correspond on behalf of the County as previously described. Commissioner Sasnett offered the second and the motion passed unanimously.

Bob Stinebaugh, Integrity Group, discussed specific items on which to use CARES Act funds:

- Improvements to existing EOC facility
- VA office upgrades to allow work from home capability
- Generators for various County offices
- Electric/Solar Road Signs
- Sign Cutter
- Isolation/Quarantine Pod for Jail

- 501c3 Organizations requiring assistance through the County
- Ambulance substation

Commissioner Erickson offered a motion to allow Integrity Group to move forward with the initial plan as Mr. Stinebaugh described. Commissioner Music offered the second and the motion passed unanimously.

There was further discussion about administration costs associated with the CARES Act. The Board requested Mr. Stinebaugh supply administrative cost information to the Board as soon as possible.

Alice Vickers, Interim Clerk, advised the Board that working with FEMA poses a difficulty as the County is not in a position to front costs. Ms. Vickers suggested seeking assistance from State representatives. Mr. Stinebaugh reiterated that he will be requesting the State release all funds. The Board concluded the discussion by requesting Mr. Stinebaugh set a public meeting to discuss CARES Act items and that he report back to the Board about expected Administrative costs.

(Project Suggestion Packet)

Cliff Knauer, Dewberry Engineering, reported on the following:

- Working on a cost estimate for a 100 man jail pod to be used for future quarantine
- Working on cost estimate for improvements to EOC building
- Still no word from the Army Corp of Engineers on Bonifay-Chipley Rd permit
- Request to add Phase 2 of Bonifay-Griteny Rd to next regular meeting agenda
- DOT required revisions to the specs on the Thomas Rd bridge project
- CR 181C DOT funding approved for 2023 as per DOT website
- CR 179 DOT funding approved for 2021 as per DOT website
- CR 177A DOT Safety Project approved for 2021 as per DOT website

Rod Adams, Melvin Engineering, reported that the design for CR 179 is set to be completed in December, however since the funding has been DOT approved, Melvin Engineering will attempt to complete it sooner. Mr. Adams noted that the Grant Agreement still needs to be executed. Mr. Adams stated that Bonifay-Gritney Rd project is 30% finished using 40% of the allotted time.

Brandon Young, County Attorney, reported on the following issues:

- The Supervisor of Elections is up for reelection this year, therefore an alternate representative must be chosen for the Canvassing Board. Mr. Young recommended Joe Rone, noting that Mr. Rone is willing to serve. Commissioner Erickson offered a motion appointing Joe Rone to the Canvassing Board. Commissioner Music offered the second and the motion passed unanimously.
- There were only two bids on the Bear Hewitt property. Mr. Young recommended that the Board accept the highest bid. Commissioner Erickson offered a motion to accept the highest bid from Joseph Gause in the amount of \$18, 656, and to allow Chairman Stafford to sign a quit claim deed for the property. Commissioner Music offered the second and the motion passed unanimously.

(Bids)

- Two commissioners and a homestead owner must be chosen for the Value Adjustment Board. Commissioner Erickson offered a motion to allow the same Commissioners and homestead owner who served last year to serve again this year (Commissioner Stafford, Commissioner Newsom and Jeff Good). Commissioner Music offered the second and the motion passed unanimously.

(VAB Requirements)

- Resolution 20-35, which states the intent of the County to withdraw from the Public Risk Management of Florida Insurance Pool, providing severability and an effective date, as was previously discussed. Commissioner Erickson offered a motion to approve Resolution 20-35 with Commissioner Music offering the second. The motion passed unanimously.

(Resolution 20-35)

- Washers-R us of Marianna, FL provided the only bid for commercial washer and dryer equipment for the jail. The bid was under the budgeted amount. Commissioner Erickson offered a motion to issue a notice to proceed and purchase the equipment using Jail Appropriation funds. Commissioner Music offered the second and the motion passed unanimously.

(Bid)

- Commissioner Newsom inquired about the time table for taking bids on health insurance for County employees for next year. Mr. Young explained that the Board could grant approval now and bids be taken later. Commissioner Newsom offered a motion to allow the Insurance Committee to rebid the County health insurance coverage when the time is appropriate. Commissioner Sasnett offered the second. Commissioners Erickson, Music, Sasnett and Newsom voted in favor of the motion while Chairman Stafford voted against the motion. The motion carried.
- Mr. Young stated that he had interviewed many of the EMS staff as part of the investigation ordered by the Board, and would be continuing interviews after the meeting. Upon conclusion of all interviews he will report to the Board.

Commissioner Erickson explained that District 5 is in need of an interim foreman. He stated that the Heavy Equipment Operator is willing to accept the responsibilities of Foreman with no increase in rate of pay, however the union contract will not allow for this. Commissioner Erickson offered a motion for a rate of pay increase for the interim foreman beginning July 23, 2020 and ending October 20, 2020 when a permanent replacement could be hired. Commissioner Music offered the second and the motion passed unanimously.

(Pay Rate Calculations)

Chairman Stafford introduced discussion of the leased and owned graders as well as expiring leases. It was noted that leasing graders may appear less expensive but the property taxes on those graders adds considerable cost. Discussion included:

- True cost of leasing versus owning graders
- Returning two graders originally leased for FEMA purposes
- Buyout options on leased graders
- Allocation of graders throughout the County
- Future purchase of now leased graders
- Sale of owned grader to offset lease costs


Commissioner Erickson offered a motion to sell the John Deere grader # 11 at a minimum price of \$60,000. Commissioner Music offered the second and the motion passed unanimously.

(Grader Info Packet)

Commissioner Sasnett explained that much of the District 1 crew is out sick. He asked if operators from other districts could assist with grading roads in District 1. It was determined that funds for the overtime incurred are covered in the budget, and therefore operators from other districts would be permitted to grade roads in District 1.

There being no further business at this time, the meeting was adjourned at 11:02 a.m.

  
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Clerk

  
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Chairman