

June 3, 2021
Regular Session
Bonifay, Florida

The Holmes County Board of Commissioners met for a Regular Session on the above date with the following members present: Commissioners Clint Erickson, Jeff Good, Brandon Newsom, Phillip Music 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 6:00 p.m. David Corbin, Project Director, led the prayer and pledge.

The following items were added prior to adopting the Agenda:

- Commissioner Item District 5 Building Budget
- Agenda Item Fire Department Training

Commissioner Music offered the motion to accept the amended agenda. Commissioner Good offered the second and the motion passed unanimously.

Commissioner Music offered the motion to adopt the minutes from the May 18, 2021, Regular Session. Commissioner Good offered the second and the motion passed unanimously.

Steve Connell, EMS Director, discussed training for a County Swift Water Rescue Team. Mr. Connell explained the training costs and the equipment necessary for training, as well as the logistics of setting up and maintaining a team. Discussion included:

- Determination of how many members should constitute the team
- Some volunteer firemen interested in the team already have necessary equipment
- Use of personally purchased equipment
- Consistency of training and maintaining skill level

Commissioner Erickson offered a motion to allocate \$10,000.00 from CARES Act Payroll Reimbursement funds to purchase equipment for the Swift Water Rescue Team, as well as return the previously allocated \$3300.00 to the District 5 Pole Barn Budget, and designating Steve Connell, EMS Director, to coordinate equipment purchase as well as assist with scheduling of training for the Swift Water Rescue Team. Commissioner Newsom offered the second. The motion passed unanimously.

(Equipment List)

Steve Connell, EMS Director, discussed the 75/25 EMS Grant which awarded \$114,000.00 to the County to be used for the remount of an ambulance. Mr. Connell explained the cost estimate for the remount is approximately \$152,000.00, leaving \$38,000.00 remaining to be paid by the County. Commissioner Erickson offered a motion stating that the County proceed with the EMS Grant and place the remaining \$38,000.00 on next year's budget. Commissioner Newsom offered the second and the motion passed unanimously.

John Feeney, Contracted Planner, presented the Wrights Creek Subdivision plans for signatures. Commissioner Erickson offered a motion allowing the Chairman to sign the presented documentation pertaining to Wrights Creek Subdivision. Commissioner Newsom offered the second and the motion passed unanimously.

Angie Purvee, Finance Director, presented the 2020-2021 Supplemental Budget #2. Chairman Stafford opened the public hearing. Revenues added to the budget included:

- CARES Act Public Safety Payroll Reimbursement
- Property Sale Proceeds
- Miscellaneous revenue incurred through timber sales

Ms. Purvee explained that these additional forms of revenue funded the following expenditures:

- Board Audit and Accounting of CARES Act Funds
- Property sale proceeds to the Gritney Fire Department
- Engine repair invoice for the Pine Log Fire Department
- Professional Services
- Reimbursement of various contingencies via interfund transfers

Hearing no public discussion, Chairman Stafford closed the public hearing. Commissioner Erickson offered the motion to approve the 2020-2021 Supplemental Budget #2. Commissioner Music offered the second and the motion passed unanimously.

(2020-2021 Supplemental Budget #2)

Angie Purvee, Finance Director, presented the 2020-2021 Budget Amendment #2 which accounts for transfers within a department's budget to cover budget shortfalls. Commissioner Music offered the motion to accept 2020-2021 Budget Amendment #2. Commissioner Good offered the second and the motion passed unanimously.

(2020-2021 Budget Amendment #2)

Harry Bell, Holmes County Tax Collector, presented a request for the Board to pay the insurance benefit for the employees of the Tax Collector's office as was done previously. Mr. Bell explained that surrounding Counties do pay the insurance benefit for their Tax Collector's office employees. Mr. Bell discussed the need to offer a better wage as well as better benefits in order to attract and keep quality employees. Mr. Bell also discussed the option of hiring part-time employees that would add to the ability to serve customers but would not put additional burden on the County in terms of retirement or insurance benefits. Mr. Bell will add the request for additional money to his 2021-2022 Budget Request.

David Corbin, Project Director, discussed the newly implemented Safety Review Panel, consisting of the following members:

- Amy Cutchins, Veterans Services
- Jeremy Benton, Public Works Supervisor
- Sheila Steverson, Board Secretary
- Steve Connell, EMS Director

The Panel will be inspecting County facilities for safety concerns or items in need of repair and maintenance and submit these items for immediate service.

Liberty Partners, LLC and Integrity Group, LLC both of Tallahassee presented power point presentations regarding the American Rescue Plan Act (ARPA) and the funding available to Holmes County. Both firms discussed how the funds could be used and how they could best benefit the County with their plans of action for managing ARPA funds. After hearing from both firms, Commissioner Erickson offered the motion to contract with Liberty Partners, LLC to manage County allocated ARPA funds. Commissioner Music offered the second and the motion passed unanimously.

(Presentations & Contract)

Bob Stinebaugh, Integrity Group, explained that all Hurricane Sally projects have gone through and are in the hands of the CRC at this time. Discussion also included:

- The need to determine how Hurricane Sally permanent repairs will be completed
- The status of the Category B emergency funds from Hurricane Sally
- VA Building roof was deemed a lack of maintenance and not Hurricane Sally damage
- Extension possibility of the 4138 Project by FEMA
- Options if the extension on the 4138 Project is not granted including paying off equipment leases and purchases
- Permit status for 4138 Project
- Writing a scope change for equipment payoff rather than road paving for Project #4138

Commissioner Erickson offered a motion to change the scope of Project 4138 to purchase equipment, rather than pave roads, and submit the scope change as soon as possible. Commissioner Music offered the second and the vote was as follows; Commissioners Erickson, Good and Music: “yes” and Commissioners Newsom and Stafford voting “no”. The motion passed.

Cliff Knauer, Dewberry Engineering, discussed the following:

- Graham Land has been notified that they need to work more quickly putting out limerock in order to meet the FEMA deadline for paving
- Bakers Landing Road could be straightened and widened or just widened
- Slip liners needed on some collapsing culverts on Highway 179
- Northdale Subdivision survey is in progress and the residents are aware workers are there
- Permitting for Bonifay Chipley Road will require more information to be submitted in regards to possible impact on wetlands
- Hathoway Mill Road has some curves that may need reworked regardless of paving due to public safety concerns

(Survey & Sketch)

Rod Adams, Melvin Engineering, presented a change order for a \$13,457.00 due to the increased cost of Turf Mat for erosion control in the ditch bottoms on the steep hills along Bonifay Gritney Road, Phase 1.

Commissioner Newsom offered the motion allowing the Chairman to sign the change order with Commissioner Music offering the second. The motion passed unanimously.


(Change Order)

Rod Adams, Melvin Engineering also discussed:

- Roberts and Roberts has not started on the Highway 179 project yet
- Melvin Engineering will apply for a grant to assist with drainage issues in Northdale

David Corbin, Project Director, discussed building a 24' x 24' pole barn to house the digital road signs purchased with CARES Act funds. Mr. Corbin explained that the signs are valuable and are at high risk for theft. Commissioner Erickson offered a motion to build a 24' x 24' pole barn to house the digital signs, not to exceed \$10,000.00, using Road Department Contingencies funds, with three reasonable quotes to be obtained for this project. Commissioner Music offered the second and the motion passed unanimously.

There being no further business at this time, the meeting was adjourned at 11:10 a.m.



Clerk



Chairman