

November 16, 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, 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 9:00 a.m. David Corbin, Project Director, led the prayer and pledge.

The first agenda item was Agenda Additions and Deletions. There were no additions or deletions. Commissioner Good offered the motion to accept the agenda. Commissioner Newsom offered the second and the motion passed unanimously.

Commissioner Good offered the motion to accept the minutes from the Regular Session, October 19, 2021; Special Session, October 28, 2021; Workshop, November 2, 2021, and the Regular Session November 2, 2021. Commissioner Newsom offered the second and the motion passed unanimously.

Brandon Young, County Attorney, presided over the election of the Chairman of the Board. Commissioner Erickson offered the motion to allow Commissioner Earl Stafford to remain Chairman of the Board. Commissioner Good offered the second and the motion passed unanimously.

Chairman Stafford requested nominations for Vice-Chairman. Commissioner Good offered a motion to allow Commissioner Newsom to remain as Vice-Chairman. Commissioner Erickson offered the second and the motion passed unanimously.

Susan Curby, Friends of Dogwood Lakes, presented an overview of the Love Our Lakes Grant which could be used to restore Dogwood Lakes. Ms. Curby discussed the options for applying for the grant which has a December 1, 2021 application deadline. Further discussion included:

- Grant funds would be used for grass removal from the lake
- Providing a letter of cooperative efforts between the County and the Friends of Dogwood lakes
- Liberty Partners is assisting Friends of Dogwood Lakes with the grant application
- Spraying may be required to control future weed growth
- A meeting may be necessary prior to December 1, 2021 if required for the grant application

Adrienne Owen, Emergency Management Director, presented the Emergency Management American Rescue Plan Act Competitive Grant (EMPG-ARPA) opportunity. Ms. Owen explained that there will be two awards of \$50,000.00 each in Region 1 and the match is covered by existing Emergency Management grant funds. Ms. Owen stated that if the County is awarded a grant the money would be used to upgrade the Fire and Jail radio system. Commissioner Erickson offered the motion to move forward with

the EMPG-ARPA grant application process and allowing the Chairman to sign the grant documents. Commissioner Good offered the second and the motion passed unanimously.

(HCSO Letter & Blank Grant Application)

Bryan Bell, Property Appraiser, proposed letting the Senior Citizen Exemption automatically renew like the Homestead Exemption. Mr. Bell explained that many Florida counties have gone to this automatic renewal process with random audits of a few senior citizens per year. He went on to explain that he has not had a single senior citizen fail to requalify once qualified for the exemption since he took office. Other points of discussion included the County saving money on labor and postage as well as convenience to the senior citizens. The Board agreed by consensus that the automatic renewal process is appropriate and tasked Brandon Young, County Attorney, with drafting a resolution to be approved at the next regular session.

Bryan Bell, Property Appraiser, presented the need for updated software for the Property Appraiser's Office. Mr. Bell discussed that the current software is almost 22 years old and software updates are becoming increasingly difficult to get. Mr. Bell explained that he had spoke with Katie Taff, Liberty Partners, about using ARPA funds to purchase new software, which will cost approximately \$206,362.00 including data transfer and training. Further discussion included that new software would make working remotely possible and annual fees are estimated to be the same as those currently being paid. Commissioner Good offered the motion to add the Property Appraiser's new software as an alternate project on the current ARPA Funding Projects lists. Commissioner Newsom offered the second and the motion passed unanimously.

Angie Purvee, Finance Director, presented Budget Amendment #3, the final amendment necessary to close out the 2020-2021 fiscal year. Ms. Purvee explained that this amendment accounts for previously approved expenditures to be reimbursed from already specified contingency sources and moving money to overspent line items. Commissioner Good offered the motion to approve 2020-2021 Budget Amendment #3. Commissioner Newsom offered the second and the motion passed unanimously.

(Budget Amendment)

David Corbin, Project Director, presented a letter from the Tri-County Community Council requesting a Board member appointment to the Council. Currently Commissioner Music serves on the Board and the Board chose to take no further action at this time. Commissioner Erickson offered a motion to leave all Commissioner Assignments the same at this time. Commissioner Newsom offered the second and the motion passed unanimously.

(Letter & Commissioner Assignments)

Chairman Stafford introduced discussion about the December meeting schedule. Brandon Young, County Attorney, stated that Tuesday November 30, 2021 is available if two meetings are necessary prior to the end of the year. Commissioner Erickson offered a motion to hold one Regular Session in December

on Tuesday, December 7th and to cancel the Regular Session scheduled for Tuesday, December 21st. Commissioner Newsom offered the second and the motion passed unanimously.

David Corbin, Project Director, announced that the County Christmas party for employees only will be held December 16th at Vortex Spring. Commissioner Erickson offered a motion granting Administrative Leave for the remainder of the workday to employees attending the County Christmas party. Commissioner Newsom offered the second and the motion passed unanimously.

Brandon Young, County Attorney, presented Resolution #21-43 regarding the hiring of an independent engineering firm to review the work of the contracted engineering firm in relation to the waterline elevation measurements of the outfall apparatus as well as the overflow mechanisms of the "Big Lake" at Dogwood Lakes, and further to re-shoot all waterline elevations associated with the new outfall apparatus of the "Big Lake" at Dogwood Lakes. Discussion included:

- No physical work will be done by Alday-Howell Engineering
- Project will progress in phases to minimize costs
- The "Little Lake" is connected to the "Big Lake" and will be part of the review because of that

Commissioner Erickson offered a motion to approve Resolution #21-43. Commissioner Newsom offered the second and the motion passed unanimously.

(Resolution #21-43)

David Corbin, Project Director, discussed beaver trapping. Mr. Corbin recommended dividing the \$5,000.00 budgeted for beaver control and allocating \$1,000.00 per district and recording beaver trapping by district on a spreadsheet. Commissioner Newsom offered a motion to divide allocated beaver trapping funds into \$1,000.00 per district and to keep a spreadsheet for beavers trapped and funds used. Commissioner Good offered the second and the motion passed unanimously.

David Corbin, Project Director, discussed the bid for paving the 3,625 feet from Bealle Packing Road to Country Club Boulevard, costing approximately \$71,760.00 and not the \$41,000.00 previously approved. Commissioner Erickson offered the motion to move forward with the paving project and pull the \$71,760.00 needed from Local Options Gas Tax (LOGT) funds, and to let this motion over-ride and replace the prior vote to use \$41,000.00 from Road Department Contingencies as originally allocated. Commissioner Newsom offered the second and the motion passed unanimously.

David Corbin, Project Director, presented an update from Dewberry Engineering on the FEMA Alternative Procedures Roads. Mr. Corbin discussed repairs done to Sandpath Road today, paving of Flowing Well Road would start tomorrow, November 17th, and Hoover's Mill was 100 tons under the bid amount.

John Feeney, Alday-Howell Engineering, presented an update on the County Road 179 project. Mr. Feeney explained that the project is 80% complete but the contractors have used 90% of the scheduled time. He stated that the contractor is using multiple crews to meet the December 31, 2021 deadline for completion. Other discussion included:

- Contactors laying sod this week and will return to paving next week
- Potholes north of current work site will be repaired next week when paving resumes
- The contractors need to remove debris from the worksite

Commissioner Erickson discussed an annual "Pay to Grade" option for businesses, explaining that neighboring counties do this. He emphasized that the County should not get into the business of grading for private citizens, but it may be beneficial to small businesses. Discussion included that no dirt would be provided, and it should be limited to businesses only. The Board agreed by consensus to have David Corbin, Project Director, inquire with other counties to determine how their "Pay to Grade" programs are regulated.

Commissioner Good discussed the Ammons Road project. Discussion included:

- The survey cost will be approximately \$5,500.00
- The Hydraulic Study will be approximately \$15,000.00
- The project is in the second stage of review
- Approving the survey at this time will move the project forward

Commissioner Erickson offered a motion to use \$35,000.00 previously allocated to clear the land on Deacon Road, and reallocate those funds as follows: \$15,000.00 to equipment rental to clear the land on Deacon Road with the County providing the labor, and \$20,000.00 to go toward the Ammons Road project survey and Hydraulic Analysis. Commissioner Good offered the second and the motion passed unanimously.

Commissioner Good discussed possibly sodding or hydroseeding along the newly paved FEMA Alternative Procedures Roads. The matter was tabled.

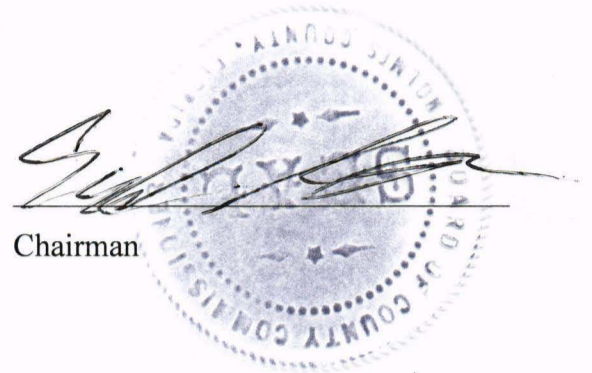
Ms. Susan Curby, Friends of Dogwood Lakes, presented an update from Katie Taff, Liberty Partners, concerning roles in the grant application process and the grass removal process. The Board agreed by consensus that the residents of Dogwood Lakes Estates are responsible for moving the grass from the lake to the center median of the road where it will then be picked up by the County.

Commissioner Erickson discussed placing the County logo on the Project Director's vehicle for recognition by the public as a County vehicle. David Corbin, Project Director, will take his assigned vehicle to the Shop and have the County logo placed on the vehicle.

There being no further business at this time, the meeting was adjourned at 11:30 a.m.



[Handwritten Signature]
Clerk



[Handwritten Signature]
Chairman