

October 19, 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 9:01 a.m. David Corbin, Project Director, led the prayer and pledge.

The first agenda item was Agenda Additions and Deletions. The following items were added:

- Commissioner Item PDL School Entrance
- Commissioner Item Old Liberty School Rd, Creek Project
- Project Director Paving Project Update
- Project Director Rodeo Parade Report

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

Commissioner Newsom offered the motion to accept the minutes from the September 27, 2021, Special Session, and October 5, 2021, Regular Session. Commissioner Good offered the second and the motion passed unanimously.

Fred Provost, private citizen, presented a request to utilize unused County land as a radio-controlled flying site. Mr. Provost discussed the capped landfill on Long Round Bay Road in Bonifay, explaining that DEP would allow recreational use of this land. Topics of discussion included increased tourism if the County had such a recreational sight, an opportunity for local youth to develop flying interest, and County liability when events are held at the proposed sight. The matter was tabled for County Attorney, Brandon Young, to check into the use of the land for this purpose.

(Request)

Steve Connell, EMS Director, requested a document of support for the Ponce De Leon Fire Department to seek funding to construct a new fire station. Commissioner Erickson offered a motion to draft a resolution documenting County support for Ponce De Leon seeking State appropriations funding for their building project. Commissioner Newsom offered the second, and the motion passed unanimously.

Commissioner Newsom discussed putting out a yearly bid for road materials where the bid has a cap and if material costs rise the vendor is bound to the contracted price. The Board agreed by consensus to have the County Attorney research this possibility.

Bob Jones, CDBG Grant Administrator, presented Resolution #21-36 as part of the grant application for the CDBG-COVID grant application. Commissioner Newsom offered the motion to allow the Chairman to sign Resolution #21-36. Commissioner Good offered the second and the motion passed unanimously.

(Resolution #21-36)

Bob Jones, CDBG Grant Administrator, presented the contract for professional grant administration services to Jones-Phillips and Associates, contingent upon the County being awarded a grant for renovations to the Council on Aging building, through the Community Development Block Grant Program for the Coronavirus Relief Project (CDBG-CV). Mr. Jones explained that part of the grant application process is procuring grant administration services. Commissioner Good offered the motion allowing the Chairman to sign the contract which is contingent upon the grant being awarded to the County. Commissioner Newsom offered the second and the motion passed unanimously.

(Contract)

Bob Jones, CDBG Grant Administrator, presented a contract for architectural services as related to the CDBG-CV grant application and contingent upon the grant being awarded to the County. Commissioner Newsom offered the motion allowing the Chairman to sign the contract with Donofro Architects for services contingent upon the County receiving the CDBG-CV grant. Commissioner Good offered the second and the motion passed unanimously.

(Contract)

Brandon Young, County Attorney, discussed the Courthouse Generator Project. Discussion included:

- Under new procurement policy bids are not necessary and quotes will be adequate
- A scope of services needs to be provided with the quotes

The Board agreed by consensus that Jim Riddell, Integrity Group, will obtain a scope of work with each quote obtained. The Board specified that the contractors must provide a scope of service that will be adequate for grant approval as well as quotes that follow County Procurement Policy.

David Corbin, Project Director, provided an update on the FEMA Alternative Procedures Paving Project explaining that the beginning of the paving process looks very good. He encouraged the citizens of Holmes County to look at the roads for themselves. Other discussion included:

- Filter fabric is hard to get right now due to trucking issues
- Rock is being delivered to the two designated pits

David Corbin, Project Director, praised the Board for their increased community involvement by sponsoring a float in the Rodeo Parade as well as to the staff members who prepared the award-winning float.

Bob Stinebaugh, Integrity Group, reported that appeals have been submitted to FEMA for Tanner Bridge, Tuberville Bridge, and the District 1 roads, objecting to the amounts FEMA has allocated for repairs to the Hurricane Sally projects.

Jim Riddell, Integrity Group, presented an update on the FEMA land/house buyout possibility for homes on Hathaway Mill Road. Mr. Riddell explained that the application period opened on September 30<sup>th</sup> and the deadline to apply is November 11, 2021. He went on to say that the requirements for application have increased and may be too difficult to have all the pieces together for this year. The Board agreed by consensus that not enough time is available to apply this year, but applying next year is a possibility.

(Grant Programs Summary)

John Feeney, Contracted Planner, presented the proposed conceptual plat for the parcel id #0604.00-000-000-003.000 located north of highway 90 approximately 2.75 miles east of the Bonifay City Limits, with the total site area being 227 acres. Mr. Feeney explained that the Planning Commission has reviewed the plat and unanimously recommended that it go before the Board for approval, and that as the plat meets all requirements for approval, he recommends it be approved accordingly. Discussion revolved around road maintenance within the subdivision as well as how to hold the Homeowners Association (HOA) to a standard of upkeep, and what happens if the HOA were to become defunct. Commissioner Good offered the motion to approve the conceptual plat for parcel id #0604.00-000-000-03.000 as is, with the conditions therein. Chairman Stafford relinquished the Chair to offer the second. The motion passed unanimously. Chairman Stafford resumed the Chair.

(Conceptual Plat)

Jennifer Green, Liberty Partners, discussed the misunderstanding which led to Liberty Partners applying for CDBG-CV funding. Commissioner Erickson offered the motion to withdraw the CDBG-CV application submitted by Liberty Partners. Commissioner Newsom offered the second and the motion passed unanimously.

Jennifer Green, Liberty Partners, discussed creating a master list of projects and grants of interest. Commissioner Newsom offered the motion allowing Liberty Partners to create and maintain a master list of current and future planned projects as well as grants applied for and those to be applied for later. Commissioner Erickson offered the second and the motion passed unanimously.

Jennifer Green, Liberty Partners, presented an update on the Ag Center Committee meeting. Discussion included:

- The possibility of renewing the lease on the Ag Center property
- The Ag Center building requires maintenance, and the State is considering aiding
- Pursuing ownership, by State donation, of the building is still "Plan A"
- The Department of Agriculture will consider a 30-year lease
- Funding is being researched for refurbishing the Ag Center and what refurbishments are needed
- Build a structure to be utilized on County owned land adjacent to the State property

(Memorandums)

Katie Taff, Liberty Partners, presented an update on American Rescue Plan Act (ARPA) projects.

Discussion included:

- With ineligible project excluded, the available ARPA funds will cover most of the funding requests
- Listed project costs are estimates
- Moving forward with chest compression equipment and Personal Protective Equipment (PPE)

Commissioner Erickson offered the motion to proceed with items “B”, the Lucas Chest Compression System Device for EMS, and “H”, PPE for Pittman Volunteer Fire Department. Commissioner Good offered the second and the motion passed unanimously.

(ARPA List)

Chairman Stafford called for a brief recess at 10:31 a.m.

Chairman Stafford called the meeting back to order at 10:39 a.m.

Cliff Knauer, Dewberry Engineering, discussed:

- DEP meeting about Bonifay Chipley Road project went well and proposed mitigation is currently being reviewed
- A community meeting regarding Bonifay Gritney Road, Phase 2 to obtain easements is needed
- The driveway on Grant Road will not be a difficult project for the District 1 road crew to complete
- There was not enough time to meet the requirements to apply for the FRDEP grant
- Updating the Capital Improvements Projects (CIP) list should be a priority to increase the County’s chances of receiving grant awards
- Pleasant Ridge Road is already a planned DEP project
- A model and permit application for Dogwood Lakes will be submitted as per DEP’s request to determine if the permanent pool elevation can be raised

Rod Adams, Melvin Engineering, discussed the FEMA Alternative Procedures roads, stating that Coursey Road paving is finished, and they will begin Bradley Road next. Additional discussion included which end of Bradley paving will start and the need to contact the loggers that are starting work just off Coursey Road to make sure an adequate driveway exists, preventing possible damage to the new pavement. The asphalt thickness and tonnage of the FEMA Alternative Procedures was questioned, and it was determined that the tonnage rate is per road.

Rod Adams, Melvin Engineering, presented Resolution #21-35 approving the pursuit of funding for conducting a drainage study in the Northdale subdivision. Commissioner Erickson offered the motion to approve Resolution #21-35 and Commissioner Newsom offered the second. The motion passed unanimously.

(Resolution #21-35)

Travis Howell, Alday-Howell Engineering, presented an update on CR 179 explaining that it may be necessary to ask for a project extension. Mr. Howell explained that the contractors are running behind in terms of work completed, however, billing is accurate in terms of work completed.

Brandon Young, County Attorney, discussed Lake Cassidy and the lawsuit that the County has been involved in. Mr. Young advised hiring outside counsel to pursue eminent domain proceedings where the County would be the plaintiff. Commissioner Newsom offered the motion to hire outside counsel for the proceedings. and Commissioner Erickson offered the second. The motion passed unanimously.


Brandon Young, County Attorney, contacted the bond counsel who agrees to accept payments owed to Graham County Land Company and the bond counsel will in turn make sure the subcontractor, Missy and Mossy receives their payment. Commissioner Newsom offered the motion to issue payment in the name of Graham County Land Company to the bond counsel who will in turn ensure that the subcontractor, Missy and Mossy, receive payment. Commissioner Good offered the second and the motion passed unanimously.

Commissioner Good discussed potholes in the road leading to Ponce De Leon Schools as well as in the driveway entrance to the schools. Commissioner Newsom explained that he has been working with the school on this issue.

Commissioner Erickson discussed the Old Liberty School Road flooding issue, explaining he has been in communication with DOT, and perhaps FEMA may have funding for this project. Commissioner Erickson requested Liberty Partners place this as well as the FEMA Hazard Mitigation Grants on the master list discussed earlier.

David Corbin, Project Director, invited everyone to the community Block Party on Saturday, October 30, 2021.

There being no further business at this time, the meeting was adjourned at 11:09 a.m.



Clerk



Chairman