

September 1, 2020
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, Phillip Music, Bobby Sasnett, 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 6:00 p.m. ending the recess from the 5:00 p.m. Special Session.

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

- Commissioner Item BOCC Social Media
- Commissioner Item Culvert, District 1
- Commissioner Item Milled Asphalt
- Project Director Cat Grader
- County Attorney Horse Barn Road Bridge

Commissioner Music offered a motion to accept the agenda and additions. Commissioner Newsom offered the second and the motion passed unanimously.

Brett Smith, a private citizen, explained he would like the County to abandon the unnamed county road his family has always used as a driveway. Mr. Smith explained that this road has never been maintained by the County and that his family has maintained the road since the 1940s. Brandon Young, County Attorney, stated that he had looked at the road on the tax maps and the road does not appear on anyone's deeds. The Board decided to table the matter until the next Regular Session allowing time for more research by Mr. Young.

David Corbin, Project Director, discussed the 2020/2021 budget. Mr. Corbin offered thanks and congratulations to the members of the Budget Committee as well as department heads and elected officials for their cooperation in balancing the budget.

Mr. Corbin discussed the following aspects of the budget:

- Cancellation of the Inmate Catastrophic Medical Insurance. Ms. Purvee explained that the Sheriff approved of the policy cancellation as it was not being utilized. Inmate medical expenses are currently paid out of the Sheriff's budget. Discussion included that the Board will be responsible for the inmate medical expenses that exceed the Sheriff's budget. Brandon Young, County Attorney, explained that the policy deductible is \$50,000, the Sheriff's Department does an excellent job negotiating medical expenses, and the policy has not been utilized in 12 years. Mr. Young recommended cancelling the policy
- Commissioner Erickson questioned exactly how many graders were included in the 2020/2021 budget. Mr. Corbin stated that eight leased were included with a plan to sell the two owned graders
- Commissioner Erickson discussed the possibility of terminating selected grader leases to obtain newer, less problematic equipment if it was possible without incurring additional expenses

- Commissioner Erickson proposed including a ninth grader to be shared between District 3 and District 5.
- Angie Purvee, Finance Director, advised that the Sheriff approved removing the \$36,000 originally budgeted for the Inmate Medical Contingencies for the 2020-21 budget year to help balance the budget. He did request that any funds he returned to the Board at the end of the 2019-20 fiscal year be placed back in Inmate Medical Contingencies for the next fiscal year
- Adrienne Owen, Emergency Management, stated she would like to increase the Emergency Management Program Assistant's wage by \$1.00 per hour

Commissioner Erickson offered a motion to approve the 2020/2021 Budget stipulating the addition of a ninth grader; sale of truck 35-12 to pay lease fees on the ninth grader; allow left over Sheriff's funds for 2019-20 to go to Inmate Medical Contingency; provide the Emergency Management Program Assistant with a \$1.00 per hour raise. Commissioner Music offered the second and the motion passed unanimously.

(Committee Recommendations)

Adrienne Owen, Emergency Management Director, discussed the need to extend the contract with DRC for Disaster Debris Removal Services. FEMA requires the County to have a contracted debris removal service. The current contract is a three year contract set to expire on September 26, 2020 but can be renewed year to year. Commissioner Newsom offered a motion to extend the contract with Commissioner Music offering the second. The motion passed unanimously.

(DRC Letter of Contract Extension)

Adrienne Owen, Emergency Management Director, discussed the renewal of the Hazardous Analysis Grant. The \$1661.00 grant is awarded for site inspections to ensure compliance with State regulations. Commissioner Erickson offered a motion to allow Chairman Stafford to sign the grant application. Commissioner Newsom offered the second and the motion passed unanimously.

(Hazardous Analysis Grant)

David Corbin, Project Director, presented a Minor Replat/Lot Split Application, with all requirements for the split being met. Michael J. and Amanda Curry would like to split the parcel in order to sell a parcel for a Dollar General store to be built on CR 179 just south of Highway 2. Commissioner Ericson offered a motion to approve the split with Commissioner Music offering the second. The motion passed unanimously.

(Minor Replat/Lot Split Application)

Andy Tharp, Shop Foreman, reported on the status of #13 grader. Mr. Tharp gave a summary of recent repairs to the grader and explained that the grader was again in need of repair. Mr. Tharp stated that the estimate for the current repairs needed was approximately \$3600. The Board agreed to send the #13 grader to Thompson Cat to get a more accurate repair estimate.

Bob Stinebaugh, Integrity Group, deferred all CARES Act discussion until the Workshop at 7:00 p.m. Mr. Stinebaugh stated that he believed that the FEMA Alternative Procedures Roads look good and things are going well. Commissioner Erickson thanked Mr. Stinebaugh for arranging for Integrity Group to provide steaks for a Board Christmas party.

Cliff Knauer, Dewberry Engineering, reported:

- Notice of Award had been issued for the Thomas Drive Bridge to Holley Development
- Photos were sent to help the Army Corps of Engineers understand the layout of the Bonifay-Chipley Road project. The Corps will do the review internally and the permit is expected before October 2020
- More of the needed signatures on the property releases for the Bonifay-Chipley Road project have been obtained and efforts continue to obtain the remainder
- GAC is progressing well and should be finished with phase 1 soon, weather permitting
- Dewberry submitted a few large GAC invoices to the County for review and payment
- Graham Land Company appears to be off to a good start on phase 2

(Notice of Award)

Mr. Knauer presented a design services Scope of Work/Agreement for Bonifay-Gritney SCOP Phase II Improvements. Commissioner Erickson offered a motion to move forward with the Bonifay-Gritney SCOP Phase II Improvements as outlined in the Dewberry proposal. Commissioner Music offered the second and the motion passed unanimously.

(Scope of Work/Agreement)

Commissioner Sasnett inquired when Mr. Knauer may be available to assist with assessing the possible need for a culvert under a driveway. Mr. Knauer agreed to meet with Commissioner Sasnett the following day.

Commissioner Newsom inquired about the rock that was being used to prepare FEMA Alternative Project Roads. Mr. Knauer explained that the rock is dry and compacts very well. Chairman Stafford discussed the procedure for the rock inspection process.

Rod Adams, Melvin Engineering, gave an update on the Bonifay-Gritney Road project, stating the contractors are on schedule even though the rain has been a hindrance. Mr. Adams reported that he is still working on the drainage design for CR 179, the hydraulic analysis, and the no passing zone study. He hopes the plans will be ready to submit in November rather than in December as originally scheduled.

Commissioner Erickson inquired about the drainage and height of Bonifay-Gritney Road in several locations. Mr. Adams stated that he would check on these locations and report back to Commissioner Erickson.

Brandon Young, County Attorney, presented multiple Resolutions to extend the Local State of Emergency Due to COVID-19.

Resolution #20-44 extends the Local State of Emergency due to COVID-19 from August 8, 2020 to August 14, 2020. Commissioner Erickson offered the motion to accept Resolution #20-44 and Commissioner Newsome offered the second. The motion passed unanimously.

(Resolution #20-44)

Resolution #20-45 extends the Local State of Emergency due to COVID-19 from August 15, 2020 to August 21, 2020. Commissioner Erickson offered the motion to accept Resolution #20-45 and Commissioner Newsome offered the second. The motion passed unanimously.

(Resolution #20-45)

Resolution #20-46 extends the Local State of Emergency due to COVID-19 from August 22, 2020 to August 29, 2020. Commissioner Erickson offered the motion to accept Resolution #20-46 and Commissioner Newsome offered the second. The motion passed unanimously.

(Resolution #20-46)

Resolution #20-47 extends the Local State of Emergency due to COVID-19 from August 30, 2020 to September 5, 2020. Commissioner Erickson offered the motion to accept Resolution #20-47 and Commissioner Newsome offered the second. The motion passed unanimously.

(Resolution #20-47)

Brandon Young, County Attorney, discussed the AT & T tower contract. The tower is to broadcast the first responder's frequency and AT & T would like to be able to use the tower to broadcast at other frequencies as well for an increase of \$1.25 per month per square foot. Commissioner Newsom offered a motion to approve the amendment allowing AT & T to use the tower for additional purposes. Commissioner Music offered the second and the motion passed unanimously.

(Contract)

Brandon Young, County Attorney, explained that he would be unavailable for the Tuesday, September 15, 2020 Regular Session. Commissioner Sasnett will not be available either and suggested that it might be best to move the meeting to another date. The Board agreed by consensus to reschedule the September 15, 2020 Regular Session to Monday, September 14, 2020 at 5:30 p.m.

Brandon Young, County Attorney, discussed a new contract for the County Project Director. Mr. Young explained that the contract is for four years, October 1, 2020 through September 31, 2024. Mr. Young pointed out the most notable change was a salary increase for the sole purpose of elevating Mr. Corbin's salary above two of his employees. Commissioner Erickson offered a motion to accept the contract, and Commissioner Music offered the second. Alice Vickers, Interim Clerk, asked where the funds for the salary increase should be taken

from. It was decided that funds from the auction of county vehicles previously discussed should cover the salary increase. The motion passed unanimously.

(Contract)

Brandon Young, County Attorney, discussed the Rabies Control Activities Agreement. Mr. Young explained that the County is required by law to have a rabies plan in place and this is an annual agreement. He also stated that it was clarified in the agreement that if an animal must be euthanized by a veterinarian, the County will cover the cost. Commissioner Erickson offered a motion to allow the Chairman to sign the agreement. Commissioner Music offered the second and the motion passed unanimously.

(Agreement)

Brandon Young, County Attorney, discussed the Blue Creek Bridge on Horse Barn Road and the need to sign the following paperwork authorizing DOT to close the bridge when the time is appropriate:

Resolution #20-48 to approve a temporary road closure pursuant to the completion of bridge replacement project. Commissioner Erickson offered the motion to approve the resolution with Commissioner Newsom offering the second. The motion passed unanimously.

(Resolution #20-48)

DOT Off System Bridge Project Agreement: Commissioner Erickson offered a motion to enter into an agreement with DOT for bridge replacement and Commissioner Newsom offered the second. The motion passed unanimously.

(Agreement)

Resolution #20-49 consenting to and authorizing the State and DOT to acquire property on behalf of the County. Commissioner Erickson offered the motion to approve the resolution and Commissioner Newsom offered the second. The motion passed unanimously.

(Resolution #20-49)

Commissioner Newsom discussed the need for a boat for the bridge crew. There is one bridge that can't be replaced at this time as a boat is needed to reach the areas in need of repair. Commissioner Newsom presented quotes obtained from two sources. Commissioner Newsom offered a motion to purchase a boat contingent upon locating a source of funds within the budget. Commissioner Music offered the second and the motion passed unanimously.

(Quotes)

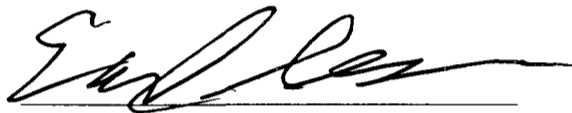
Commissioner Newsom explained that there is a need to locate more milling material for road repairs. David Corbin, Project Manager, stated that he had located some milling material with the assistance of Cliff Knauer, Dewberry Engineering. The Board requested that Mr. Corbin locate approximately 100 loads.

Commissioner Erickson discussed the need for a Board Facebook page to provide a central location for citizens to find pertinent information. Commissioner Erickson then offered a motion to create a Board of County Commissioners Facebook page, allowing David Corbin, Project Manager and Marti Sherrouse, Executive Assistant, to create guidelines for page management. Ms. Sherrouse will manage the page. Commissioner Newsom offered the second contingent upon guidelines for page management with response to public protocol being written. Commissioners Erickson, Music, Newsom and Stafford voting yes with Commissioner Sasnett voting no. The motion carried.

There being no further business at this time, the meeting was recessed at 7:20 p.m.



Clerk



Chairman