

September 21, 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, Phillip Music, 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. The following item was added:

- Commissioner Item PVC Pipe

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

Commissioner Music offered the motion to accept the minutes from the August 27, 2021 Special Session. Commissioner Newsom offered the second and the motion passed unanimously.

Larry Salyer, private citizen, presented concerns about a business owner planning a mobile home park without sufficient area to do so. The Board advised Mr. Sawyer that because no zoning or planning violations had been committed that the Board could do nothing at this time.

Mary Rich, private citizen, presented the Board with a request for damages to her personal automobile in the sum of \$250.00. Ms. Rich explained that her car was damaged by road debris on CR 173. Ms. Rich also explained that the County's insurance policy had denied her claim. Commissioner Erickson offered a motion to reimburse Ms. Rich for damages to her car in the sum of \$250.00. The motion died for lack of a second. The Board agreed by consensus to pay Ms. Rich the \$250.00 as personal payments of \$50.00 from each Board member, and as no further claims had been filed in this instance, all further claims are barred.

(Email)

Traci Corbin, Health Department, presented the annual contract between the County and the Health Department, stating there are no changes from last year's contract. Commissioner Erickson offered the motion allowing the Chairman to sign the annual health department contract. Commissioner Good offered the second and the motion passed unanimously.

(Contract & Fee Schedule)

Donnie Sellers, Florida Forest Service, presented the 2020-2021 annual report to the Board. Mr. Sellers emphasized that there have been fewer fires in Holmes County this year, Florida Forest Service fire fighters have

been dispatched to assist with fires across the County, and right now, with above average rains, the likelihood of fires within the County is low.

(Report)

Marius Ged, Ged Lawyers, LLP, presented on collecting underpaid bills for EMS, specifically ambulance, services. Mr. Ged explained that his practice will work for the County to collect underpaid PIP insurance claims for EMS service invoices at no charge to the County. He then explained that his firm is paid by the entity they are collecting from as a percentage of what is owed but not as a percentage taken out of what is owed, but as a surcharge on top of what is owed to the County. Commissioner Erickson offered a motion to enter into an agreement for services with Ged Lawyers LLP and allow the Chairman to execute the agreement. Commissioner Good offered the second and the motion passed unanimously.

(Agreement)

Angela Klopff, United Way, an update on United Way activities in the County including:

- 2019 \$16,000.00 in grants were given out with \$876.00 in donations being directly collected through Doctors Memorial Hospital (DMH) and the Holmes County Times Advertiser (Times Advertiser) collections of \$876.00
- 2020 \$36,317.00 in grants were awarded with \$600.00 in donations collected through DMH, Time Advertiser, and the Development Commission collections
- Holmes District Schools will be participating with a campaign this school year
- West Florida Electric Cooperative will also be participating in some way this year

Kalyn Waters, Extension Agent, presented Christopher Lauen for Board approval for the County 4-H position. Commissioner Music offered the motion to accept Christopher Lauen as the County 4-H Program Coordinator. Commissioner Newsom offered the second and the motion passed unanimously.

Steve Connell, EMS Director, discussed declaring the cab and chassis, previously discussed at the September 14, 2021 meeting, as surplus. Mr. Connell had been charged with checking with all the County fire departments to determine who might need the unit, and Gritney Fire Department was the only department interested. Commissioner Good offered a motion to declare the cab and chassis as surplus and donate it to Gritney Fire Department. Commissioner Music offered the second and the motion passed unanimously.

Commissioner Newsom discussed the need to update the 21-year-old Comprehensive Plan. Commissioner Newsom explained that Joe Rone, Development Commission, had applied for grant funds to offset the cost of having the Comprehensive Plan re-written by a professional service. However, Mr. Rone has not been able to secure grant funding. Commissioner Newsom offered a motion to put out a bid for services to rewrite the County's Comprehensive Plan. Commissioner Music offered the second and the motion passed unanimously.

Brandon Young, County Attorney, read a letter from J. Wesley Adams, private citizen, praising Paramedic Ashley Pettis, EMS, for going above and beyond in caring for his elderly father, who had fallen and needed



emergency treatment but was refusing. Mr. Adams explained that the level of caring and professionalism displayed by Ms. Pettis deserved recognition. The Board presented Ms. Pettis with a certificate of appreciation for her dedication and service.

(Letter)

David Corbin, Project Director, reported that the surplus equipment sold at auction brought \$17, 965.00

Bob Stinebaugh, Integrity Group, reported that the appeal letter to FEMA for Tanner Bridge has been written.

Jim Riddell, Integrity Group, discussed the Courthouse Generator project. He discussed the following:

- A grant to cover the cost of the courthouse generator, \$117, 393.00 has been obtained
- Grant funding to cover the Local Match of \$39, 131.00 can be applied for but the application deadline is September 30, 2021
- Requirements for the match grant including advertising for a public hearing and a public hearing
- The cost estimate for the generator is over a year old and may no longer be valid
- The Courthouse Generator project is not part of the 2021-2022 budget
- Possibly using Court Facilities funds if no grant match can be obtained

Commissioner Good offered the motion to advertise for the public hearing to be held October 5, 2021 at the monthly regular session. Commissioner Music offered the second and the motion passed unanimously.

Cliff Knauer, Dewberry Engineering, discussed the following Tanner Bridge project items:

- PW for bridge is approximately \$70,000.00
- FEMA engineers designated five additional work items to the bridge, none of which will do any good under current conditions
- The additional items would add approximately another \$70,000.00 to the PW but that is still approximately half of what is needed
- Respond to FEMA with what the County's estimated actual cost of \$360,000.00 to replace bridge to meet needs of property owner which is estimated to be HS-20 traffic (sufficient for semi-trucks and trailers)
- The original group of FEMA and Army Corp engineers previously inspected the bridge agreed with replacement, which is what the County's estimate was based on

The Board agreed by consensus that Mr. Knauer should respond to FEMA explaining that Tanner Bridge needs to be replaced as per the approximately \$360,000.00 estimate submitted.

Cliff Knauer, Dewberry Engineering, discussed the elevation of the Dogwood Lakes including:

- DEP does not want the County to change the Emergency Action Plan (EAP) unless it will be completely updated to meet all requirements for Tallahassee's dam program
- There is a one-foot freeboard requirement, meaning one foot difference between the out-fall structure and the emergency overflow
- It is estimated that the lake can be raised approximately eight inches

- An approximate cost is \$6,000.00 to \$7,000.00
- \$25,000.00 has been budgeted for the project

Mr. Knauer will report back to the Board with more cost information on the Dogwood Lakes project at the next meeting.

Jake Mathis, Melvin Engineering, discussed the FEMA Alternate Procedures Roads paving project including:

- Paving has been delayed by rain but should begin mid-October
- Melvin Engineering will submit a proposal for CEI services for their seven permitted/exempted roads with Dewberry submitting a proposal for their six roads
- CEI services will likely be provided on an hourly basis for quantity and placement of asphalt
- C.W. Roberts will be paving the roads as prepared as no design services have been rendered on this project
- The safety of paving roads “as is” may not be the best option, however design and lack of design has been previously discussed
- Lowering the speed limit on County roads will contribute to public safety

Commissioner Newsom offered a motion to lower the speed limit on the 13 paved FEMA Alternate Procedures Roads to 35 m.p.h. Commissioner Good offered the second and the motion passed unanimously.

Travis Howell, Alday-Howell Engineering, discussed the CR 179 resurfacing project. Discussion included:

- There have been 31 rain days
- Estimated completion date is December 24, 2021
- Deadline for completion is December 31, 2021 and an extension may be necessary
- The S & S parking lot will be matched to CR 179

Brandon Young, County Attorney, presented Resolution #21-26, which replaces Resolution 21-14, regarding wrecker rates. Mr. Young explained that he had contacted FHP and they were clear that they do not manage wrecker rates. He went on to explain that the changes to the previously agreed upon wrecker rates included the \$100.00 per VIN administrative fee and the removal of the quarter hour unit for hourly rate as requested by Eastern Diesel at the September 7, 2021 Regular Session. Commissioner Erickson offered the motion to approve Resolution #21-26. Commissioner Newsom offered the second and the motion passed unanimously.

(Resolution #21-26)

Brandon Young, County Attorney, stated for the record that the Tourist Development Commission (TDC) will remain on the agenda for the next session as Joe Rone, Development Commission, is not in attendance.

Brandon Young, County Attorney, presented the State Funded Grant Agreement for Bonifay Gritney Road Paving Project, Phase 2 as a SCOP project. Mr. Young explained that the estimated cost of the project is



\$2,915,640.00. Mr. Young also presented Resolution #21-25 approving the Agreement with DOT and authorizing the Chairman to execute the agreement. Commissioner Music offered the motion to approved Resolution #21-25 with Commissioner Erickson offering the second. The motion passed unanimously.

(Agreement & Resolution #21-25)

Brandon Young, County Attorney, presented Resolution #21-24 which should have accompanied the Off-system Project Maintenance Agreement with DOT regarding the CR 177A Safety Project signed at the September 14, 2021 Special Session. Mr. Young read Resolution #21-24. Commissioner Music offered the motion approving Resolution #21-24. Commissioner Newsom offered the second and the motion passed unanimously.

(Resolution #21-24)

Brandon Young, County Attorney, presented the Amended Interlocal Agreement for Medical Examiner Services with Bay County. Mr. Young explained that the increase in cost of services for the 2021-2022 fiscal year is primarily due to COVID. The increase was included in the 2021-2022 budget. Commissioner Erickson offered the motion to allow the Chairman to execute the agreement. Commissioner Music offered the second and the motion passed unanimously.

(Agreement)

John Feeney, Contracted Planner, presented the fee schedule for Conceptual Plat Review. Mr. Feeney explained that these are the same fees that were being charged for the Minor Plat fees but now fall under the Conceptual Plat Review. Further discussion included the need to update the Comprehensive Plan to eliminate “grey areas” which may deter property purchase in the County. Commissioner Newsom offered the motion to approve the fee schedule. Commissioner Music offered the second and the motion passed unanimously.

(Fee Schedule)

Commissioner Erickson discussed clearing the 58 acres on Deacon Road. Commissioner Erickson explained that the timber has been harvested and the land needs cleared. Discussion included:

- Accepting bids for land clearing services
- Clearing the land to immediately sell the property
- Clearing the land but waiting to sell the property

Commissioner Erickson offered a motion to put land clearing services out for bid for the property on Deacon Road. Commissioner Newsom offered the second and the motion passed unanimously.

Commissioner Newsom discussed the gully or trench on Pleasant Ridge Road. He explained that repairs have been attempted with fill dirt, but it continues to wash out. Commissioner Newsom requested Cliff Knauer, Dewberry Engineering, to look at this area and determine what can be done to alleviate this issue. The Board agreed by consensus that Mr. Knauer should look at Pleasant Ridge Road and present the Board with recommendations for repairs.

Commissioner Newsom explained that he plans to have Johnny Mathis restripe the basketball courts and hang new basketball nets at Prosperity Park.

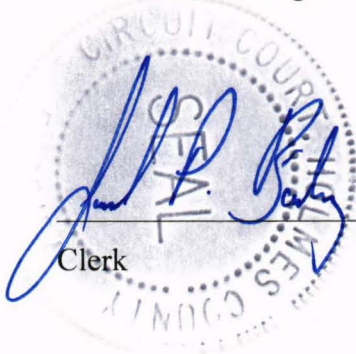
Commissioner Music discussed the new hire for District 3 which was discussed at the June 14, 2021 Special Session. Commissioner Music explained that he will need a worker in his district in return for the one he sends out to operate the excavator in another district. Commissioner Music offered a motion to have the excavator operator replaced with a worker from the district requesting the excavator and operator. Commissioner Good offered the second and the motion passed unanimously.

Commissioner Erickson discussed PVC pipe that was voted on for purchase and installation in the Hathaway Mill Road area at the September 7, 2021 regular meeting. Commissioner Erickson explained that the pumping in this area has not alleviated the water issue and he now believes that the PVC pipe is not necessary. Commissioner Erickson offered a motion to return the money allocated for the PVC pipe purchase back to Road Department Contingencies. Commissioner Newsom offered the second and the motion passed unanimously.

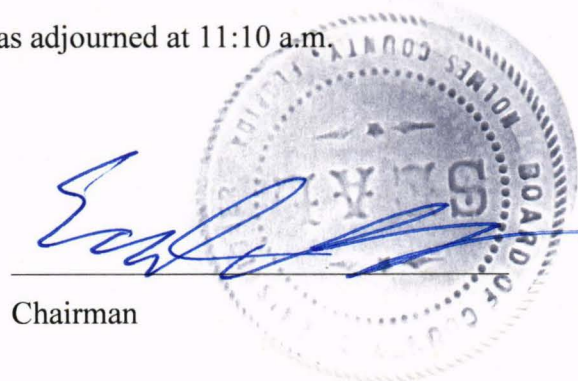
Jake Mathis, Melvin Engineering, explained that the application cycle for the grant, intended to offset costs incurred on the Northdale Subdivision project, has changed and the window for grant application has not opened yet.

Commissioner Erickson suggested removing "Shop Foreman" from the Agenda and adding "Planner" and "Liberty Partners".

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



Clerk



Chairman