

February 28, 2017  
Regular Session  
Bonifay, Florida

The Holmes County Board of Commissioners met in a Regular Session on the above date with the following members present: Commissioner Mickey Locke, Commissioner Danny Powell, Commissioner Phillip Music, Commissioner Bobby Sasnett and Commissioner Clint Erickson, Chairman of the Board.

Jeff Goodman, County Attorney, and Wesley Adams, County Coordinator, were present.

Angie Purvee, Deputy Clerk, was present and kept the minutes.

Chairman Erickson called the meeting to order at 6:00 pm. Wesley Adams led the prayer and pledge.

The first agenda item was Agenda Additions or Deletions. The following changes were made to the agenda:

- 5) Land Purchase – changed to County Annex Building
- 12E) FEMA RMT Position – add
- 12F) Mechanic’s Position - add
- 12G) Field Appraiser Position with Property Appraiser’s Office - add
- 12H) Air Conditioning Unit for the Health Department – add
- 13B) Excavator Rental – changed to Copier lease for FEMA office
- 13E) Steel Wheel Roller Position - add

Commissioner Music offered a motion to approve the amended agenda with Commissioner Locke offering a second. The motion passed unanimously.

The next agenda item was “Hearing the Public”. The citizens that signed in to speak were deferred until the Road Name Change item on the agenda.

Commissioner Music offered a motion to approve the February 13, 2017 Workshop, February 14, 2017 Regular Session and February 14, 2017 Workshop minutes. Commissioner Powell offered a second. The motion passed unanimously.

The following citizens challenged the decision made by the Board on February 14<sup>th</sup> to change the Bylsma Road to Tom Messer Road:

- George Bylsma
- Lloyd Whitaker
- Elka Mosier
- Melissa Watford
- Donald Whitaker

Public concerns included the following:

- Lack of notification to residents on Bylsma Road
- Signatures on petition presented by Tamphus Messer were not residents of Bylsma Road
- Age of petition and lack of notarized signature

The Board advised that the citizens could apply to have the name changed back by completing the requirements of the County’s road name change policy.

Wesley Adams, County Coordinator, advised that Tammy Scott, TAMCO, is prepared to proceed with the grant process for the county annex office with approval by the Board. Commissioner Erickson offered a motion to have TAMCO pursue the funding resources for renovating the hospital building as a county annex office per the following stipulations:

- EMS will relocate to the old Emergency Room portion of the hospital
- Tax Collector and Property Appraiser will relocate to the south side of the corridor on the 2<sup>nd</sup> floor of the hospital
- Commissioner's Office, FEMA, VA and the Building Department will relocate to the north side of the corridor on the 2<sup>nd</sup> floor of the hospital
- Supervisor of Elections office will relocate to the current Commissioner's Office
- The County will revert the Building Department/VA office back to Gulf Power
- The County will sell the building currently housing the Property Appraiser and Tax Collector

Commissioner Music offered a second. The discussion included:

- Office space needed for future growth
- Accessibility and parking space of proposed county annex
- Revenue stream versus debt
- Disposing of current county buildings that would be vacant

Commissioner Locke, Music and Erikson voted yes with Commissioners Powell and Sasnett voting no. The motion passed.

Jeff Goodman, County Attorney, advised that the Tax Collector has provided a list of tax certificates that have reached the 7 year mark and will expire if the County fails to take action. Upon Mr. Goodman's recommendation, it was decided that a Commissioner, the County Attorney, the Tax Collector and his staff will meet and discuss the cost involved to apply for a deed and examine the property attached to these certificates before determining further action.

Ann Payne, Recycling, advised that the county was awarded a Small County Consolidated Solid Waste Grant and asked the Board to execute the agreement. Commissioner Powell offered a motion to adopt DEP Agreement No. SC717 with Commissioner Music offering a second. The motion passed unanimously.

(Agreement)

Kalyn Waters, Extension Office Director, requested that the Board allow her to offer flex time to her employees in lieu of paying overtime due to budget constraints. The Board directed County Coordinator Wesley Adams to examine the current policy and talk with the County's department heads and the Union regarding this matter. A Workshop is scheduled for Tuesday, March 14, 2017 at 7:30 a.m. to discuss the possibility of changing the County's policy regarding flex time.

Wesley Adams, County Coordinator, requested that Library Director Susan Harris be allowed to travel for the following workshops:

- March 9, 2017 – Library Day at the Capitol, Tallahassee, FL

- April 5, 2017 and April 6, 2017 – Cooperative Meeting with the State Library, Tallahassee, FL
- May 9, 2017 through May 12, 2017 – Florida Library Association Conference, Orlando, FL

Discussion included the fact that scholarships would cover the costs of the hotel and travel. Commissioner Music offered a motion to approve the request with Commissioner Sasnett offering a second. The motion passed unanimously.

Clint Smith, IT Director and 911 Coordinator for the Holmes County Sheriff's Department, advised that a GIS Mapping grant was awarded to the county over a year ago and requested the Board reject the original RFP1606 and allow a new RFP to be advertised. Commissioner Locke offered a motion to grant the request with Commissioner Music offering a second. The motion passed unanimously.

The Board discussed the proposed relocation of the 911 Dispatch Center to the Emergency Management building. Discussion included the new equipment needed, placement of the equipment and possible funding sources for the move. Commissioner Music offered a motion to approve the move with Commissioner Locke offering a second. The motion passed unanimously. Commissioner Locke offered a motion to fund the move with \$15,000.00 from the \$12.50 surcharge fund and \$20,000.00 from the "excess Ivan funds". Commissioner Music offered a second and the motion passed unanimously.

Raymon Thomas, Director of Development Commission, introduced the PACE Program which allows residents to finance energy efficient updates to their homes for up to 20 years with no credit check. Terry Stark, Ygrene, elaborated on the program and explained that the residents would be charged yearly with the amount assessed as part of their property tax bill. The Holmes County Tax collector is agreeable to collecting the money. Commissioner Locke offered a motion to pass the Resolution needed to approve this program for Holmes County. Commissioner Music offered a second and the motion passed unanimously.

(Resolution 17-05)

Wesley Adams, County Coordinator, requested the approval of an agreement with Florida Division of Emergency Management to implement the Everbridge Alert Program which will send out mass notifications to citizens in the County in the event of an emergency. As part of the agreement, the program will be at no cost to the County and will expire June 30, 2019. Commissioner Music offered a motion to adopt the agreement with Commissioner Powell offering a second. The motion passed unanimously.

(Agreement)

Wesley Adams, County Coordinator, requested the approval of the SCOP Agreement and Resolution 17-04 for the Idlewood project. Commissioner Music offered a motion to adopt the agreement with Commissioner Locke offering a second. The motion passed unanimously.

(Agreement and Resolution 17-04)

Wesley Adams, County Coordinator, requested to hire Bernard Haldeman and Kedric Smothers for two temporary full time FEMA Road Grader Operator positions. Commissioner Music offered a motion to grant the request with Commissioner Locke offering a second. The motion passed unanimously.

Wesley Adams, County Coordinator, requested the Board relax the driver's license requirement for the District 2 vacant Road Maintenance Technician from Class A to Class B. Discussion included that no applications were received that met the current Class A requirement. Commissioner Locke offered a motion to grant the request with Commissioner Music offering a second. The motion passed unanimously.

Wesley Adams, County Coordinator, requested to hire Payton Matthews as a Road Maintenance Technician in District 2 to start immediately. Commissioner Music offered a motion to grant the request with Commissioner Locke offering a second. The motion passed unanimously.

Wesley Adams, County Coordinator, requested to hire Kelly Moulton as a temporary full time FEMA Road Maintenance Technician. Commissioner Music offered a motion to grant the request with Commissioner Locke offering a second. The motion passed unanimously.

Wesley Adams, County Coordinator, requested approval to re-advertise an opening for a Heavy Equipment Mechanic and to relax the driver's license requirements from Class A to a Class B license (relaxed standards). Commissioner Locke offered a motion to grant the request with Commissioner Music offering a second. The motion passed unanimously.

Wesley Adams, County Coordinator, presented a request from the Property Appraiser's office for letter of support to establish a Field Appraiser position. Discussion included that this position will be funded through the end of the year with Property Appraiser's excess funds and that this will not obligate the Board to increase funding for the next fiscal year. Commissioner Sasnett offered a motion to send a letter of support to the Department of Revenue with Commissioner Locke offering a second. The motion passed unanimously.

(Letter)

Wesley Adams, County Coordinator, presented the following quotes for repairing or installing a new air conditioning unit at the Health Department:

<b>Company</b>	<b>Change Compressor</b>	<b>New System</b>
William Crutchfield Enterprises	\$1,285.00	\$4,500.00 (Rheem)
William Crutchfield Enterprises	\$1,285.00	\$4,200.00 (Heil)
Engineered Cooling Services	\$2,980.00	\$8,410.00

Commissioner Powell offered a motion to hire William Crutchfield Enterprises to install the Heil unit with Commissioner Music offering a second. The motion passed unanimously.

Joey Marsh, FEMA Coordinator, presented the finance documents for the FEMA Cat Grader lease. Commissioner Sasnett offer a motion to execute the documents with Commissioner Music offering a second. Commissioners Locke, Music, Sasnett and Erickson voted yes with Commissioner Powell voting no. The motion passed.

(Agreement)

Joey Marsh, FEMA Coordinator, requested approval of a Canon copier lease for his staff at the cost of \$179.00 per month using FEMA funds. Commissioner Powell offered a motion to grant the request with Commissioner Sasnett offering a second. The motion passed unanimously.

(Lease)

Joey Marsh, FEMA Coordinator, advised that the Steel Wheel Roller lease previously awarded to John Deere was for a used Roller instead of a new one as requested. Commissioner Powell offered a motion to rescind the agreement to lease the John Deere Roller with Commissioner Locke offering a second. The motion passed unanimously.

Joey Marsh, FEMA Coordinator, presented the remaining options from the State bid for the lease of a Steel Wheel Roller for FEMA work:

Cat	36 months @ \$1,783.55/mo	Buyout - \$66,990.00
Bomag	36 months @ \$2,012.80/mo	Buyout - \$42,000.00

Commissioner Locke offered a motion to go with the 36 month lease from Cat with Commissioner Powell offering a second. The motion passed unanimously.

Joey Marsh, FEMA Coordinator, requested approval to hire Olivia Miller for the temporary full-time FEMA Project Monitor position for Team 2 at \$12.50 per hour effective 03/02/2017. Ms. Miller will provide her own vehicle. Commissioner Music offered a motion to grant the request with Commissioner Powell offering a second. The motion passed unanimously.

Joey Marsh, FEMA Coordinator, requested approval to move Oscar Galloway from FEMA Project Monitor to a temporary full-time Heavy Equipment Operator position to run a Steel Wheel Roller beginning 02/23/2017. Commissioner Sasnett offered a motion to approve the request with Commissioner Music offering a second. The motion passed unanimously.

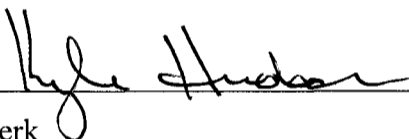
Cliff Knauer, Dewberry/Preble-Rish Engineers, presented the final recommendation of roads to be submitted for the Small County Road Assistance Program. The roads include CR 181 from CR 179 to CR 81 and John Clark Road from SR 79 to the Alabama line. Commissioner Music offered a motion to go forward with the grant paperwork on the recommended projects with Commissioner Locke offering a second. The motion passed unanimously.

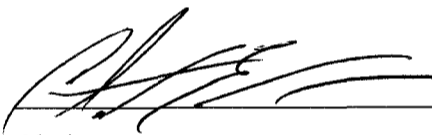
Cliff Knauer, Dewberry/Preble-Rish Engineers, advised the Board that he had completed plans for the Idlewood project two years ago when applying for a CDBG grant. He also advised he will submit those to DOT for the Idlewood SCOP project at no cost to the County.

Commissioner Erickson discussed renewing the lease agreements for vendors occupying County buildings. A Special Session is scheduled for Tuesday, March 14, 2017 at 7:30 a.m. to discuss the next action on the County's lease agreements.

Wesley Adams, County Coordinator, advised the Volvo grader in the shop for engine work will need additional repairs. Discussion included previous repairs and auctioning the grader with no further repairs. Commissioner Powell offered a motion to put the Volvo grader in an auction scheduled for May 22, 2017, with no further repair work. Commissioner Locke offered a second and the motion passed unanimously.

There being no further business at this time the meeting was adjourned at 7:53 p.m.

  
Clerk

  
Chairman