

January 31, 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. Items added to today's agenda included:

- 11G) Acquisition of Bonifay Elementary School Building
- 11H) Library Cleaning Contract
- 11I) Heavy Equipment Operator Position
- 11J) Grader Position in District 4 – Hire Mike Ratcliff
- 11K) Agenda Deadline
- 11L) Termination of Jeffery Stafford
- 11M) 4-H Program Assistant Job Description
- 15) Surplus Dirt Policy
- 13B) GASB 45 Valuation for Post-Employment Benefits

Item 12A dirt bid was replaced with item 12A excavator purchase. 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". Mr. Alford Williams discussed Statute 274, dirt needed for his driveway and the County maintaining his drive. Attorney Goodman agreed to meet with Mr. Williams on February 14th prior to the Regular Session.

Mr. Tamphus Messer discussed changing the name of Bylsma Road to Tom Messer Road. Discussion included petitions previously signed by residents on the road and the request being made prior to the adoption of the current road naming policy. The Board agreed for the County Coordinator to meet with Mr. Messer and bring information for the next Board meeting.

Mr. Thomas J. Moss discussed tax reform, the 911 tax and the one cent sales tax ordinance.

Ms. Malinda Polluck of CDG Engineering presented an extension to the Master Services Agreement for landfill monitoring. She also gave an update on the status of the landfill monitoring. No action was taken.

Commissioner Sasnett offered a motion to approve the minutes for January 9, 2017 Special Session, January 10, 2017 Workshop and Regular Session and the January 19, 2017 Special Session. Commissioner Music offered a second. The motion passed unanimously.

Raymon Thomas, Executive Director of the Holmes County Development Commission, requested the Board adopt Resolution 17-01 certifying its support for access to BP Oil funds by rural inland counties in

Northwest Florida. Commissioner Powell offered a motion to adopt the resolution with Commissioner Music offering a second. The motion passed unanimously.

(Resolution 17-01)

Mr. Dustin Castells, Florida Department of Transportation, gave an overview of the Small County Road Assistance Program (SCRAP), Small County Outreach Program (SCOP) and County Incentive Grant Program (CIGP). Mr. Castells advised that the application deadline is March 24, 2017.

The Board discussed extending the current lease with JJS Supply for office space at the Farmer's Market building for an additional year. Commissioner Music offered a motion to extend the lease with Commissioner Sasnett offering a second. The motion passed unanimously.

Ms. Sandra Parrish requested the Board open and maintain a 300 foot section of Ander Brown Lane that was previously closed. Discussion included Ms. Parrish's inability to maintain the road due to her husband's death. Commissioner Music offered a motion to approve the request with Commissioner Locke offering a second. Commissioner Locke, Music, Sasnett and Erikson voted yes with Commissioner Powell voting no. The motion passed.

(Request)

Mr. Clayton Joiner presented an offer to the Board to sell 88 acres on County Road 65 to the County for a dirt pit. Discussion included the location of the property being partially in wet lands, the quality of the dirt and the Board's recent purchase of the 40 acres for a dirt pit in District 2. The Board agreed for the County Coordinator to check on a property appraisal and to bring this information to the next meeting.

Mr. Bob Jones, CDBG Administrator, requested the Board approve Modification Number 1 for the CBDG Grant Agreement between the Department of Economic Opportunity and the County. Commissioner Sasnett offered a motion with Commissioner Music offering a second. The motion passed unanimously.

(Agreement)

The Board discussed Miscellaneous Appropriation Agreements for Tri County Community Council, the Holmes County Chamber of Commerce, Inc. and the Holmes Council on Aging. Commissioner Locke offered a motion to approve the agreements with Commissioner Music offering a second. The motion passed unanimously.

(Agreements)

County Coordinator Wesley Adams presented the Voting Assistance Systems Grant agreement which provides funding for the voting equipment. Commissioner Music offered a motion to approve the grant with Commissioner Powell offering a second. The motion passed unanimously.

(Agreement)

County Coordinator Wesley Adams presented bid proposals for a wireless mic PA system and a wired mic PA system for the Board meeting room. Discussion included the possibility of modifying the existing system with new mics and outside speakers and the available funding source. Commissioner Music offered a motion to authorize Mr. Adams and the Clerk to work together to determine the equipment needed and to report back to the Board. Commissioner Powell offered a second and the motion passed unanimously.

Rod Adams, Melvin Engineering, updated the Board on the acquisition of easements from the property owners on Tobe Retherford Road. Mr. Adams informed the Board that DOT had extended the time to complete the acquisition of the easements to July 15, 2017, with construction scheduled to begin in September 2017 and end September 2018. Commissioner Music offered a motion to schedule a workshop on this matter for February 13, 2017 at 6:00 pm for the property owners to ask questions and express any concerns. Commissioner Sasnett offered a second and the motion passed unanimously.

County Coordinator Wesley Adams presented the proposed cost to pave North Ride/South Ride Road. Discussion included the possibility of using chip seal versus paving, using county labor for the dirt and culvert work, and possible funding sources. Commissioner Sasnett offered a motion to chip seal North Ride/South Ride Road. Clerk Kyle Hudson cautioned the Board about committing to projects that are not budgeted and asked them to consider "wants" versus "needs" when considering future projects. The Board instructed the County Coordinator to present the total scope and cost of the project at the February Regular Session meeting.

County Coordinator Wesley Adams requested the Board abolish the Bridge Crew Foreman position, add those duties to Special Projects Manager Johnny Mathis and increase his salary to \$15.75 per hour. He also requested that the Board create an additional Heavy Equipment Operator position for the bridge crew. Commissioner Music offered a motion to grant the request and Commissioner Locke offered a second. The motion passed unanimously.

County Coordinator Wesley Adams requested the Board correct previous action to add 4 hours per week to Iris Smith's position at the Library at the rate of \$8.25 per hour. He clarified that the hourly rate should be \$8.50 per hour and also requested that current Library employee, Patti Wilson, be allowed to decrease her weekly hours from 32 to 24 with the Library advertising a new 24 hour per week position. Commissioner Powell offered a motion to grant these requests and Commissioner Music offered a second. The motion passed unanimously.

Susan Harris, Director of the Holmes County Library, requested that the Board reinstate the Library's volunteer program. Discussion included the reason the program was eliminated, the costs incurred when accepting volunteers and who would be responsible for those costs. The Board advised Ms. Harris to meet with the Library Advisory Board to discuss these concerns and return with their recommendation.

County Coordinator Wesley Adams discussed the acquisition of the Bonifay Elementary School building as a possible county annex office. The Board agreed for Mr. Adams and Commissioner Powell to meet with the

School Superintendent and School Board Chairman Rusty Williams and bring back further information to the Board.

County Coordinator Wesley Adams discussed the status of the Library cleaning contract. Discussion included re-bidding the contract, the need for bonded and insured workers and possibly adding it to the current cleaning contract that covers other county buildings. Commissioner Music offered a motion to let the company presently cleaning the county offices take on cleaning the Library with a 30 day notice to the current contractor. Commissioner Locke offered a second and the motion passed unanimously.

County Coordinator Wesley Adams requested the Board to transfer Mike Ratcliff, Shop Mechanic, to the Grader Operator position in District 4. Commissioner Music offered a motion to grant the request with Commissioner Powell offering a second. The motion passed unanimously.

County Coordinator Wesley Adams requested the Board advertise to fill the Shop Mechanic position. Commissioner Music offered a motion to grant the request with Commissioner Locke offering a second. The motion passed unanimously.

County Coordinator Wesley Adams requested the Board enforce the agenda deadline which is the Thursday before the Board meeting at 9:00 am.

County Coordinator Wesley Adams requested that the Board terminate the employment of Jeff Stafford. Commissioner Music offered a motion to grant the request with Commissioner Locke offering a second. The motion passed unanimously.

County Coordinator Wesley Adams presented the 4-H Program Assistant job description. Discussion included that the funds for the position are on the current budget. Commissioner Music offered a motion to adopt the description with Commissioner Powell offering a second. The motion passed unanimously.

(Job Description)

County Coordinator Wesley Adams informed the Board that \$215,000.00 was generated by the surplus equipment sale and is available to purchase a Komatsu excavator from a State Bid at a cost of approximately \$192,000.00. Commissioner Music offered a motion to purchase the excavator contingent on receipt of the surplus funds. Commissioner Sasnett offered a second and the motion passed unanimously.

County Attorney Jeff Goodman advised the Board of the need to affirm or redraw the District lines. Discussion included the slight population change and the statutory requirement to address this after each decennial census. The Board instructed the County Attorney to bring this item back up at the February Regular Session meeting.

County Attorney Jeff Goodman advised the Board of the need to update the GASB 45 report for future costs of post-employment benefits cost and recommended they hire the League of Cities to complete this work.

Commissioner Music offered a motion to grant the recommendation with Commissioner Powell offering a second. The motion passed unanimously.

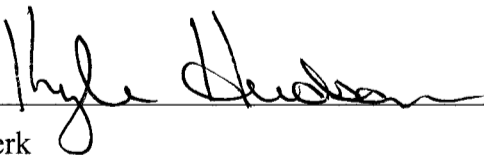
Cliff Knauer, Dewberry/Preble-Rish Engineers, discussed the application deadlines for SCRAP/SCOP/CIGP grant submittals and requested the Board submit a list of suggested projects.


Cliff Knauer discussed the bids received for the paving of CR 181. Discussion included the low bid of Roberts & Roberts at \$1,393,143.70 and sending a letter to Philip Gainer at DOT requesting the excess funds from county road 183A project be transferred to the Deacon Road project. Commissioner Sasnett offered a motion to send the letter with Commissioner Music offering a second. The motion passed unanimously. Commissioner Music offered a motion to award the bid to Roberts & Roberts with Commissioner Locke offering a second. The motion passed unanimously.

Cliff Knauer discussed the bids received for the paving of CR 183A. Discussion included the low bid of Roberts & Roberts at \$1,350,565.65. Commissioner Music offered a motion to award the bid to Roberts & Roberts with Commissioner Locke offering a second. The motion passed unanimously.

The Board discussed the proposed county policy for distribution of surplus dirt. Discussion included that surplus dirt is dirt removed from the ditches, the number of loads to be distributed per household per year and that the County Coordinator is to coordinate and track the distribution. Commissioner Locke offered a motion to adopt the proposed policy with a change to provide 2 loads per year per address. Commissioner Music offered a second. Commissioner Locke, Music, Sasnett and Erikson voted yes with Commissioner Powell voting no. The motion passed.

There being no further business at this time the meeting was adjourned at 8:22 p.m.


Clerk


Chairman