

January 9, 2018
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 Clint Erickson, Commissioner Bobby Sasnett, Commissioner Phillip Music and Commissioner Danny Powell, Chairman of the Board.

Joey Marsh, Acting County Coordinator, and Brandon Young, County Attorney, were present.

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

Chairman Powell called the meeting to order at 9:27 a.m. Special Road Projects Manager Albert Jordan led the prayer and pledge.

The next agenda item was Agenda Additions or Deletions. The following additions were made to the agenda:

- 5-K) Council on Aging Building
- 9-C) Executive Session
- 5-L) Motrim Equipment
- 8-D) CR 181C

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

Commissioner Erickson offered a motion to adopt the December 12, 2017 Special Session and December 12, 2017 Regular Session minutes with Commissioner Music offering a second. The motion passed unanimously.

Hannah Benton, Board Secretary, presented an Amendment of Contract between the Florida Department of Agriculture and the Holmes County Mosquito Control. The amendments provide for an increase of approximately \$900 in the department's quarterly installments and changing the contract manager for the department. Commissioner Sasnett offered a motion to accept the contract amendment with Commissioner Music offering a second. The motion passed unanimously.

(Contract Amendment)

Joey Marsh, Acting County Coordinator, advised that the Motrim and Crane listed on GovDeals.com failed to meet the reserve amount and requested the Board's direction. Discussion included listing the items on the auction site again or accepting the current high bid. Albert Jordan, Special Road Projects Manager, discussed the condition of the equipment. The matter of the Motrim will be discussed later in the meeting. Commissioner Erickson offered a motion to sell the 1974 International Little Giant Dragline Crane to the current highest bidder with Commissioner Locke offering a second. The motion passed unanimously.

Joey Marsh, Acting County Coordinator, advised that the City of Noma had \$15,574.49 worth of damage to a manhole allegedly caused by Road Department bush hogging. Noma's insurance company paid \$12,500 for the damage and the city is requesting the County pay the \$3,074.49 difference. The County Attorney advised against paying the difference due to lack of proof of who caused the damage. Tony Watson, Noma City Council, stated that the previous County Coordinator agreed to pay or help pay the difference. Discussion also included that Noma will ensure that manhole covers are marked in the future. Commissioner Erickson offered a motion to pay \$1,500 to the City of Noma for the damage out of contingency funds with Commissioner Locke offering a second. The motion passed unanimously.

Joey Marsh, Acting County Coordinator, advised that CenturyLink has billed the County \$9,518.78 for damage to phone pedestals and cables caused by road maintenance in District 1. Mr. Marsh advised that the incidents allegedly happened in August but the County had just received the bill in December and that the phone equipment is not visible because the phone company has failed to mark or move the equipment. County Attorney Brandon Young recommended not paying the bill and that he will send a letter to the phone company's claims department.

Joey Marsh, Acting County Coordinator, presented Resolution 18-01 giving the Holmes County floodplain administrator the authority to implement performance measures to ensure the floodplain management program is in compliance with the National Flood Insurance Program requirements. The Board tabled this matter until Roger Williams, Holmes County Floodplain Administrator, could present and explain the components of the resolution.

Joey Marsh, Acting County Coordinator, advised that Interstate Commercial Services has offered to include cleaning and providing janitorial supplies to the Library for an additional \$310 per month to their current contract price bringing their monthly service fee to \$2,406. Discussion included that the Library will be cleaned once a week and that the Library's budget can cover the increase. Commissioner Locke offered a motion to accept the amended service fee with Commissioner Music offering a second. Commissioners Locke, Sasnett, Music and Powell voted yes. Commissioner Erickson abstained from voting due to a conflict of interest. The motion passed.

(Abstain from Voting Form)

Joey Marsh, Acting County Coordinator, requested permission to advertise an invitation to bid for the County's oil, grease and fluid products. Commissioner Sasnett offered a motion to grant the request with Commissioner Music offering a second. The motion passed unanimously.

Wendy Mayo, Emergency Management Director, requested permission to attend the Florida Emergency Preparedness Association (FEPA) and Current Issues in Emergency Management (CIEM) conferences. Discussion included that the costs are covered by Emergency Management grants and approval will also include the program assistant if hired in time to attend. Commissioner Erickson offered a motion to grant permission to attend the training and overnight travel with Commissioner Locke offering a second. The motion passed unanimously.

Steve Connell, Emergency Medical Services Director, presented a request from the 12.50 Committee totaling \$8,676 for equipment, a license change and labor to remove equipment from the WTVY tower for the Sheriff's office and the volunteer fire departments. Commissioner Music offered a motion to grant the request with Commissioner Locke offering a second. The motion passed unanimously.

(List of Equipment)

Karen Johnson, Health Department, advised that Engineered Cooling currently has the maintenance contract for the department's air conditioners and she requested that the preventative maintenance agreement be put out for bid and the job given to the lowest bidder. Discussion included that Engineered Cooling would have to waive the required 30 day written notice of the County's intention not to renew the agreement. Commissioner Sasnett offered a motion to put the service out for bid contingent on Engineered Cooling's agreement to waive the written notice. Commissioner Music offered a second and the motion passed unanimously.

Commissioner Erickson suggested that inmate crews attempt to make the repairs needed on the Council on Aging building. Albert Jordan, Special Road Project Manager, advised that the first inmate crew is currently being fully utilized with Road Department work. Joey Marsh, Acting County Coordinator, will contact DOC about providing a second inmate crew or, in the alternative, see if County Jail inmates can be made available.

Albert Jordan, Special Road Project Manager, requested direction from the Board about the Road Department's John Deere tractor and New Holland Motrim. Mr. Jordan advised that one of the items could be sold and that the proceeds could be put towards buying new cutting assemblies for the other piece of equipment. Commissioner Erickson offered a motion to sell the John Deere tractor on the GovDeals.com auction site with a reserve of \$20,000, using the proceeds to buy a new cutting assembly for the New Holland Motrim and putting a bid out for the cutting assembly. Commissioner Music offered a second and the motion passed unanimously.

Cliff Knauer, Dewberry/Preble-Rish Engineers, gave an overview on the use of the SCRAP, SCOP and CIGP grants for paving and resurfacing county roads. Mr. Knauer reviewed the list of last year's submittals and advised that this year's submittals are due in March. The Board directed Mr. Knauer to resubmit the roads from last year that failed to receive funding.

Cliff Knauer, Dewberry/Preble-Rish Engineers, advised that the paving of Northride Lane has been completed and the sod is being laid.

Cliff Knauer, Dewberry/Preble-Rish Engineers, advised that C. W. Roberts will not honor the bid submitted six months ago for the CR 181C paving project. Mr. Knauer advised that the contractors are only required to hold the price for 60 days. The Board directed Mr. Knauer to inquire if the second lowest bidder would honor the bid entered six month ago.

Brandon Young, County Attorney, introduced Attorney Cliff Higby to discuss representing Holmes County in an opioid federal lawsuit. Discussion from Attorney Higby included the following:

- Center for Disease Control statistics on opioid prescriptions
- Municipalities and Counties currently parties to opioid litigation
- Primary pharmaceutical companies distributing opioids
- Process involved in federal lawsuit

Attorney Higby requested that the Board sign a contingency fee agreement for his law firm to represent Holmes County in an opioid federal lawsuit. Attorney Young advised that, since no money would be expended by the County for representation in the lawsuit, the service would not have to go out for bid. Mr. Higby's law firm will forward a proposal for Attorney Young to present to the Board at the next Executive Session.

Steve Connell, Fire Committee, advised of the need for an updated agreement between the County and volunteer fire departments. Mr. Connell stated that the Board had voted to release the volunteer fire departments' funds on a quarterly basis to ensure that each department was in compliance with submitting all records and information requested. The volunteer fire departments are requesting their budgeted allotment in full without having complied with records request and Mr. Connell requested direction from the Board. Discussion included the following:

- Quarterly payments give the Committee leverage
- VFD feels safety is compromised with quarterly payments
- Releasing funds yearly to those departments in compliance
- Notifying town councils of VFD's failure to comply
- Level of compliance needed to release funds
- Diverting funds from VFDs not in compliance
- Signing the agreement becoming a condition of funding

The following citizens discussed this matter:

- Clifton Crews, Gritney Volunteer Fire Department Chief
- Joey Marsh, Acting County Coordinator

Commissioner Erickson offered a motion to release all budgeted funds to each volunteer fire department with Commissioner Locke offering a second. The motion passed unanimously.

Commissioner Erickson requested an update on the matter of placing a Fire Rescue Municipal Service Benefit Unit assessment on the 2018 ballot. County Attorney Brandon Young will research the rate used by surrounding counties and bring the information to the next regular session.

Brandon Young, County Attorney, presented the proposed flex time policy for the Board's approval stating that each department head, in conjunction with the County Coordinator, would select which flex time to impose for their department from the three available options. Discussion included the following:

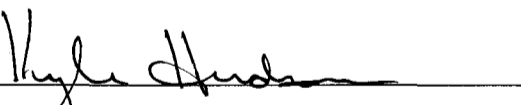
- Difference in the three options
- Employees that qualify to take flex time
- Time period to use flex time
- Responsibility of department heads to enforce flex time policy


Commissioner Erickson offered a motion to adopt the flex time policy as presented with Commissioner Locke offering a second. The motion passed unanimously.

(Flex Time Policy)

Brandon Young, County Attorney, advised of the need for an Executive Session to discuss pending litigation. Session is scheduled for January 30th at 5:00 p.m.

There being no further business at this time the meeting was adjourned at 11:49 a.m.


Clerk


Chairman