

October 6, 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. David Corbin, Project Director, led the prayer and pledge.

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

- Commissioner Item                      Hwy 179
- Project Director                         Citizen Correspondence of Concern
- Project Director                         District 4 Grader

Brandon Young, County Attorney, requested that the Public Hearings for Road Abandonments concerning Hoffman Road, MA Hodges Road and Tillman Road be moved from Attorney Items and addressed under Agenda Items. Commissioner Music offered the motion to accept the agenda with all additions and changes. Commissioner Erickson offered the second and the motion passed unanimously.

Commissioner Sasnett thanked those in attendance for trusting him to serve the citizens of Holmes County. Chairman Stafford, Commissioner Erickson, Commissioner Music and Commissioner Newsom stated that they enjoyed serving with Commissioner Sasnett. David Corbin, Project Director thanked Commissioner Sasnett for his honesty and integrity.

Commissioner Music offered a motion to adopt the minutes from the following meetings:

- September 1, 2020    Regular Session
- September 1, 2020    CARES Act Workshop
- September 8, 2020    Special Session
- September 14, 2020   Tentative Budget Hearing
- September 14, 2020   Regular Session
- September 18, 2020   Emergency Session

Commissioner Newsom offered the second and the motion passed unanimously.

Joe Rone, Holmes County Development Commission, explained that three of the current Development Commission Board members are eligible for renewed board appointments and each would like to serve again. The board members eligible for renewal are Rickey Callahan, Rhonda Sapp and Lee Ann Sharon. Mr. Rone asked the Board to approve them for four year terms. Commissioner Sasnett offered a motion renewing the Holmes County Development Commission Board appointments of Rickey Callahan, Rhonda Sapp, and Lee Ann Sharon for a four year term. Commissioner Newsom offered the second and the motion passed unanimously.

Anthony Register, private citizen, discussed how many miles of North Holmes Creek Road FEMA approved to be covered with milled asphalt; how the DEP Grant money has been used and the start date for the North Holmes Creek Road project. Mr. Register also requested a copy of the contract for this project. Mr. Register explained that the 27 residents living on North Holmes Creek Road have been waiting six years for this road project. Mr. Register concluded by thanking Commissioner Sasnett for his years of service.

Ms. Sandy Martin, Administrator at Jackson County Health Department, introduced herself and made herself available to the Board and the citizens of Holmes County. Ms. Martin is now the Interim Administrator for Holmes & Washington Counties as well as the Jackson County Administrator.

Mike Gordon, Building Inspector, explained that Mr. Don Smith, of 1907 Flowing Well Road has inquired about a land use designation change. The present designation is commercial and Mr. Smith would like to bring in a small boat manufacturing facility which should be designated as light industrial. To make the designation change requires Board approval. Mr. Gordon recommended to do so contingent on State approval as it will need to meet a small scale plan amendment by the State. Commissioner Newsom offered the motion to grant Board approval for the designation change with the contingency that the State approves the change. Commissioner Music offered the second and the motion passed unanimously.

Mike Gordon explained that Wilford W. Carroll, property owner, has applied for a lot split. The Planning Board is not currently meeting, therefore Mr. Carroll is asking Board approval to split five acres from his ten acres to sell as a home site. Commissioner Newsom offered the motion granting Wilford W. Carroll approval for the requested lot split. Commissioner Sasnett offered the second and the motion passed unanimously.

(Application for Lot Split)

Commissioner Erickson stated that the warden from Holmes CI had planned to address the Board this evening but he is not in attendance. Due to the warden's absence, the Board moved on to other business.

Pursuant to public notice, the Board held a public hearing to discuss the proposed abandonment of Hoffman Road. Brandon Young, County Attorney, began by reading an email from Toni Hoffman who is a land owner bordering Hoffman Road. Ms. Hoffman's email expressed concern for the condition of Adolph Whitaker Road and the safety of those who would be forced to travel the road if Hoffman Road were to be abandoned by the County. However, Ms. Hoffman concluded by stating she is in favor of the abandonment of Hoffman Road. Mr. Johnny Whitaker, private citizen, addressed the issue of the dangerous curve on Adolph Whitaker Road referred to in Ms. Hoffman's letter. Mr. Whitaker explained that there is overgrowth of brush on the curve. The Road Department removing or cutting back the brush was offered as a possible solution to this issue. Commissioner Erickson stated for the record that no one in attendance was opposed to the abandonment of Hoffman Road. Mr. Young explained that all bordering land owners had been notified and the hearing had been advertised in the local newspaper for two consecutive weeks. Mr. Young then read Resolution 20-64. The public hearing was closed and Commissioner Newsom offered the motion to abandon Hoffman Road through Resolution 20-64. Commissioner Music offered the second and the motion passed unanimously.

(Resolution 20-64)

Pursuant to public notice, the Board held a public hearing to discuss the proposed abandonment of MA Hodges Road. Brandon Young, County Attorney, stated that the hearing had been advertised for two consecutive weeks in the newspaper and all neighboring land owners had been notified. Mr. Young explained that this is an unnamed offshoot of MA Hodges Road but the only residents on the road have a MA Hodges Road address. The following citizens spoke in regards to the proposed abandonment of the unnamed offshoot of MA Hodges Road:

- Britt Smith
- Jerry Dixon
- Michael Sheets
- Ron Dixon
- Phillip Golden
- Helen Miller
- Leah Smith
- Teresa Sheets

Brandon Young, County Attorney, read Resolution 20-65 which would formally abandon the unnamed offshoot of MA Hodges Road. Mr. Young asked that the public hearing be closed if there are no other comments. Chairman Stafford closed the public hearing.

Commissioners Newsom, Erickson and Music expressed the desire for the parties involved to resolve the issue among themselves to avoid both parties being disappointed by any future legal proceedings they may choose to pursue. More discussion involving Mr. Smith and Mr. Dixon concerning what may or may not be agreed upon. It was expressed that the parties did not want to mediate. The Board chose not to take action and the un-named offshoot of MA Hodges Road will remain open.

Commissioner Erickson offered a motion to have the gate removed from the end of the unnamed offshoot of MA Hodges Road. Commissioner Music offered the second and the motion passed unanimously.

Pursuant to public notice, the Board held a public hearing to discuss the proposed abandonment of Tillman Road, referred to as "Old Tillman Road". No one in attendance was opposed to the abandonment. There was no discussion. The public hearing was closed. Brandon Young, County Attorney, read Resolution 20-66. Commissioner Newsom offered the motion to abandon "Old Tillman Road" through Resolution 20-66. Commissioner Erickson offered the second and the motion passed unanimously.

(Resolution 20-66)

David Corbin, Project Director, explained that he, Brandon Young, County Attorney, and Cliff Knauer, Dewberry Engineers, met with representatives from GAC that afternoon and discussed the following:

- GAC finished with Phase 1 on October 5, 2020, approximately 60 days behind schedule
- GAC needs to complete repairs to specific roads

Commissioner Erickson offered a motion to invoice GAC for the \$1,000 per day penalty fee as stated in the contract. Commissioner Newsom offered the second. Commissioner Erickson, Sasnett, Newsom and Chairman Stafford voted yes with Commissioner Music voting no. The motion carried.

David Corbin, Project Director, stated that if GAC has not started on Phase 2, and if they were to decide to break their contract, the chances of getting milled asphalt were nonexistent. If this were to happen and the Board chose to use only limerock on the roads then another scope of work would need to be submitted to FEMA for approval.

Cliff Knauer, Dewberry Engineers, addressed the question posed earlier by Anthony Register. Mr. Knauer explained that there are two miles approved on the bid schedule for North Holmes Creek Road. It is scheduled to have limerock put down as well as recycled asphalt.

David Corbin, Project Director, gave an update on the Thomas Drive Bridge project and the estimated cost to move the electric line which runs diagonally over the bridge. Cliff Knauer, Dewberry Engineers, explained that if the County will clear a 15 foot right of way then Gulf Power will only charge to move the electric line. Further discussion included:

- Timeline for bridge project once the power line is moved
- Possibly not building a temporary bridge but waiting and only building a permanent bridge
- Possibility of a change order
- Costs associated with the bridge project
- Where to get the funding to move the utilities

Brandon Holley, Bridge Contractor, discussed the need to get the project started to get finished in a timely fashion. Commissioner Erickson offered a motion to use up to \$21,000 from validated funds, not to exceed \$11,000 for Gulf Power to move the electric line and not to exceed \$10,000 for CenturyLink to move their box. Furthermore, the Notice to Proceed will be issued to Holley Development for the Thomas Drive Bridge project. Commissioner Newsom offered the second and the motion passed unanimously.

(Notice to Proceed)

David Corbin, Project Director, reported that the \$4,350 for the Bridge Crew boat must be designated to come from a particular funding source. Commissioner Newsom offered the motion to use \$4,350 from bridge materials to pay for the boat being purchased to facilitate bridge repairs. Commissioner Music offered the second and the motion passed unanimously.

(Boat Invoice & Reference Minutes)

David Corbin, Project Director, requested direction on payment of a \$25,000 invoice from Integrity Group for their 5% management fee of the \$500,000 Hurricane Michael grant. Commissioner Sasnett offered a motion to take the \$25,000 to pay Integrity Group from FEMA validated funds. Commissioner Music offered the second and the motion passed unanimously.

(Integrity Group Invoice)

David Corbin, Project Director, reported that the Planning Board lost a member. Mr. Hubert Hendrix passed away. Joe Rone, Holmes County Development Commission, will begin the search for a new member and report back to the Board.

David Corbin, Project Director, discussed the bid from Melvin Engineering to provide planning services for the County. Commissioner Newsom offered the motion to allow the County Attorney to draft a contract allowing Melvin Engineering to provide planning services for the County for the sum of \$16,500 per year.

David Corbin, Project Director, read an email from Byron Faircloth, private citizen, living on North Holmes Creek Road. Mr. Faircloth requested that work be stopped on North Holmes Creek Road. Discussion included the fact that public hearings where private citizens could express their concerns were held prior to approving the projects. It was the consensus of the Board that the County Attorney will send a letter to Mr. Faircloth explaining the process and why the work will not be stopped.

(Email)

David Corbin, Project Director, discussed selling a grader currently being used in District 4. The grader has over 9,000 hours on it and before it begins to have maintenance issues it would be in the County's best interests to sell the grader and use one of the rented FEMA graders in its place. Commissioner Newsom offered a motion to allow Mr. Corbin to sell the grader from District 4 with Commissioner Erickson offering the second. The motion passed unanimously.

Beverly Richbourg, Integrity Group, gave an update on the CARES Act funding uses. Very few individuals and businesses have applied for funds (two individuals and eight small businesses). Food distributions are going well. Ms. Richbourg has checked with Pastor Tadlock in Ponce De Leon about Crosspoint Church being a possible food distribution location and is waiting for him to get back with her to firm up dates.

Bob Stinebaugh, Integrity Group, discussed the RFR process for CARES Act reimbursement. It was emphasized that expenditures must be encumbered by December 30, 2020. Other topics of discussion included:

- Total number of ambulances able to be purchased using CARES Act fund
- Using CARES Act funds to purchase an ambulance and specifically outfit with COVID killing equipment
- A building to house an ambulance in Westville, specifically to house the COVID ready ambulance
- Mr. Stinebaugh needs more ideas to be able to spend the remainder of the funds
- Need to schedule a workshop for ideas

Brandon Young, County Attorney explained the CARES Act Funding Agreement Amendment. Commissioner Music offered the motion granting Chairman Stafford permission to execute the agreement. Commissioner Newsom offered the second and the motion passed unanimously.

(Agreement)

Commissioner Erickson stated he thought more on the matter concerning penalizing GAC for their delay in finishing Phase 1. He then offered a motion to negotiate the approximately \$60,000 penalty for GAC, accepting \$60,000 worth of milled asphalt as an alternative to a monetary exchange. Commissioner Newsom offered the second and the motion passed unanimously.

Cliff Knauer, Dewberry Engineers, reported that more information was sent to the Army Corps of Engineers for the Bonifay-Chipley Road project. He believes the permit will be issued soon and he is hoping there will be no mitigation cost. Mr. Knauer also explained that he has just two more landowner signatures to obtain for easements on the project.

Commissioner Sasnett asked Cliff Knauer, Dewberry Engineers, if he would inspect a section of Highway 179 where two culverts need to be replaced and the road repaired. Mr. Knauer asked for clarification about possibly waiting until Phase 2 of the Highway 179 project. The Board agreed by consensus that the road could not wait. Mr. Knauer stated that he would try to get out there to look at it within the next week.

Jake Mathis, Melvin Engineering, reported on the Bonifay-Gritney Road project stating that the rain has been a big hindrance. The CenturyLink pedestals are also becoming an issue. They have worked around them as much as possible but they need to be moved as soon as possible. CenturyLink has not been responsive to requests and Mr. Mathis asked if the County could be of assistance in getting CenturyLink to cooperate and move their pedestals. Commissioner Stafford stated that he would be speaking with someone from CenturyLink on another matter and would convey the importance of moving the pedestals as quickly as possible. Mr. Mathis also reported that the design plan for County Road 179 is 60% complete.

Brandon Young, County Attorney, asked the Board if they were still interested in putting out an RFP for the road sealant that was tested most recently. The consensus of the Board was to put out an RFP for that sealant.

Commissioner Erickson inquired as to when the Road Reclaimer would be delivered. David Corbin, Project Director, will check with Thompson Cat for updated delivery information.

Brandon Young, County Attorney, presented the Amended Interlocal Agreement for Medical Examiner Services with Bay County. Mr. Young reported that the County's share was \$57, 585 for the fiscal year 2021. Commissioner Newsom offered a motion to enter into the interlocal agreement with Bay County for Medical Examiner Services and Commissioner Music offered the second. The motion passed unanimously.

(Agreement)

Commissioner Erickson thanked Angie Purvee, Finance Director, for assisting him in assembling the numbers and figures necessary to make determinations about a road consolidation plan which he will be presenting in November.

There being no further business at this time, the meeting was recessed at 8:50 p.m.

Alice Vickers  
Clerk

[Signature]  
Chairman