

June 7, 2022
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, Jeff Good, Brandon Newsom and Commissioner Earl Stafford, Chairman of the Board.

David Corbin, Project Director, and Nathan Nolan, County Attorney, 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.

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

Commissioner Music offered the motion to adopt the minutes from the May 17, 2022, Regular Session. Commissioner Newsom offered the second and the motion passed unanimously.

The Board offered their congratulations to the Holmes County Blue Devils 2022 State Champion Baseball Team. The team presented each Commissioner with a baseball signed by each team member as a souvenir. Nathan Nolan, County Attorney, presented Resolution #22-14 declaring June 8, 2022 as a day honoring the 2022 State Championship Baseball Team. Commissioner Music offered a motion allowing the Chairman to sign Resolution #22-14. Commissioner Newsom offered the second and the motion passed unanimously.

(Resolution #22-14)

David Corbin, Project Director, presented Keith Bennett as the new County Building Inspector. Mr. Corbin explained that Mr. Bennett is highly qualified and has many years of experience.

Chairman Stafford revisited Agenda Additions and Deletions as he failed to call for those prior to calling for a motion to accept the agenda. The following items were added:

- Project Director Tray Hawkins, Washington County BOCC
- Project Director Tri-State Striping Overage
- Project Director Carmel Church Road
- County Attorney Roadway Plat Dogwood Lakes
- Commissioner Item CDBG Grant

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

Nathan Nolan, County Attorney, reported that no bids had been received for the Courthouse Generator Project by the Thursday, June 2, 2022 deadline. Mr. Nolan sought direction from the Board as to rebidding the project. Commissioner Music offered a motion to rebid the Courthouse Generator Project. Commissioner Good offered the second and the motion passed unanimously.

Becky Marsh, Library Director, requested Board permission to use the pavilion at the Rec Center for a Library Crafts, Stories and Costumes event on Thursday, June 9, 2022. Ms. Marsh explained that the event is for the local childcare facilities and the facilities were having difficulty coordinating transportation. Ms. Marsh stated that three of the facilities are within walking distance of the Rec Center and by utilizing this location it would allow the event to go on as scheduled. Commissioner Music offered a motion allowing the library to use the pavilion at the Rec Center on Thursday, June 9, 2022, to host an event for the local childcare centers. Commissioner Newsom offered the second and the motion passed unanimously.

Jay Calloway, Truck Worx, presented a truck purchasing and short-term use program designed to help rural counties, which are most often fiscally constrained, to maximize their purchasing potential and resale options. Discussion included:

- Purchasing dump trucks that are “higher end models” to increased resale value but are more practical than the models the County is currently using as purchasing options are more diverse through Truck Worx
- Using dump trucks for just one or two years and offering them for sale through JM Wood Auction Company to reduce repair and maintenance costs
- Used dump trucks often sell at a premium as new dump truck supplies are limited
- JM Wood offers limited guarantee of projected auction proceeds to aid Counties in maximizing the “buy back” option through relationship with Truck Worx
- Dump truck sizes, options and needs as compared to cost and projected resale values, using recent JM Wood auction results, were presented
- Availability of trucks through Truck Worx in relation to County need for trucks
- Backhoes were also discussed by JM Wood representation in terms of resale options of currently owned backhoes

Commissioner Erickson offered a motion directing Commissioner Good to meet with Andy Tharp, Shop Foreman, to work through the logistics of implementing a purchasing and resale program such as was presented by Truck Worx and JM Wood. Commissioner Newsom offered the second and the motion passed unanimously.

(Information Packet)

Adrienne Owen, Emergency Management Director, presented the annual extension to the Interlocal Agreement for facility use between Holmes County and the Board of County Commissioners for Washington County. Commissioner Newsom offered the motion allowing the Chairman to sign the extension of the Interlocal Agreement between Holmes County and Washington County Board of County Commissioners for facility use. Commissioner Music offered the second and the motion passed unanimously.

(Agreement)

Adrienne Owen, Emergency Management Director, presented the annual State Funded Grant Agreement Emergency Preparedness and Assistance Grant. Ms. Owen explained that this is the EMPA grant only, and the EMPG grant has been shifted to coincide with an October to September fiscal year. Commissioner Newsom offered a motion granting Sheriff Tate permission to sign the EMPA grant agreement. Commissioner Music offered the second and the motion passed unanimously.

(Grant Application)

Adrienne Owen, Emergency Management Director, discussed the need for an increase of \$5,000.00 to the Emergency Management budget for next fiscal year. Ms. Owen reminded the Board that the EM budget has remained the same since 2015.

Angie Purvee, Finance Director, presented 2021-2022 Supplemental Budget #1 detailing Transportation Trust revenues, related to roll forward for the Striping of CR 177A which was approved last fiscal year, and unbudgeted expenditures, the Ammons Road survey and hydraulic study as well as the Dogwood Lakes pavement repairs. Ms. Purvee stated she was seeking Board approval for 2021-2022 Supplemental Budget #1. Commissioner Erickson offered a motion to approve 2021-2022 Supplemental Budget #1. Commissioner Music offered the second and the motion passed unanimously.

(2021-2022 Supplemental Budget #1)

Angie Purvee, Finance Director, presented the 2021-2022 Budget Amendment #1. Ms. Purvee explained that additional revenues such as COVID Relief funds, Rec Center Donations and Data Path tower lease payments were added as well as moving funds to balance line-item expenses that were over budget. Commissioner Music offered a motion to approve 2021-2022 Budget Amendment #1. Commissioner Good offered the second and the motion passed unanimously.

(2021-2022 Budget Amendment #1)

Joe Rone, Holmes County Development Commission, discussed Project Gateway, a 98-acre development project at the southwest corner of Interstate 10 and Highway 79. Mr. Rone explained that an anchor tenant is prepared to enter into an agreement and is promising 120 jobs and will add significant increase to County revenue. Mr. Rone presented a joint venture agreement between the Development Commission and the County. He pointed out that 22 of the 98 acres will be donated to the anchor tenant with the remaining 76 acres being marketed and sold. Mr. Rone emphasized that there will be no cost to the County for this project. Commissioner Good offered the motion to allow the Chairman to sign the Joint Venture Agreement between the County and the Development Commission. Commissioner Music offered the second and the motion passed unanimously.

(Financial Overview)

John Tate, Sheriff, discussed adding an additional inmate work crew for a county work detail. Sheriff Tate provided cost details for an additional work crew for a year and summarized by saying that \$15,000.00 would fund the crew until the end of this fiscal year in September. Other discussion included:

- Adding one additional crew at this time is “do-able”, but more than one may not be
- Adding two crews to the 2022-2023 Budget
- The Development Commission will finance any additional equipment needed for the added inmate crew
- Calls for inmate work crew requests should go to David Corbin, Project Director, who will coordinate with the Sheriff’s Department

Commissioner Erickson offered a motion to use \$15,000.00 from Board Contingencies to fund the expense of an additional inmate crew. Commissioner Music offered the second and the motion passed unanimously.

(Cost Projection)

Tray Hawkins, Washington County Board of County Commissioners, discussed the Florida Association of Counties Trust (FACT). Commissioner Hawkins provided an overview of the benefits that Washington County has received from utilizing FACT for liability and automobile insurance. The Board agreed by consensus to have David Corbin, Project Director, and Sheila Steverson, Board Secretary, meet with Washington County BOCC staff to become more educated about the FACT program.

(Information Packet)

Tray Hawkins, Washington County Board of County Commissioners, discussed a situation with a Holmes County youth who is experiencing difficulty with Dixie Youth Baseball at the State level. Commissioner Hawkins recommended that the Board look into this situation and send letters of support for this youth as no rules are being broken and it is not clear why the child is not allowed to participate at higher level tournaments.

(Information packet)

David Corbin, Project Director, presented summaries of two road projects. Mr. Corbin explained that due to increasing costs of materials the Carmel Church Road ran over budget due to cost of asphalt and tack, and the Coursey Road Speed Bumps project ended with an \$895.00 cost of the asphalt. Commissioner Erickson offered a motion to use funds from Road Department Contingencies to pay the outstanding balances on these two roadway projects. Commissioner Newsom offered the second and the motion passed unanimously.

(Cost Overview of Projects)

Jennifer Green and Tim Parsons, Liberty Partners, presented an overview of the \$4 million in State Appropriations funds awarded to the County. Ms. Green explained the strategy behind how the funds were requested in an attempt to maximize the funds that would be awarded and discussed why the portion that was vetoed did not hurt the County in terms of funds awarded. Mr. Parsons encouraged the Board to schedule a workshop for discussion about the County Government Efficiency center.

Cliff Knauer, Dewberry Engineers, presented proposals from All Phases Archeology and Nukose Plantation Mitigation Bank for the Bonifay Chipley Road project. Mr. Knauer explained that, though the archeological study was an unanticipated additional cost, the cost of mitigation on the project had decreased dramatically. Commissioner Erickson offered a motion to use funds from Road Department Contingencies to pay for the \$13,346.27 archeological study and the \$6,800.00 in mitigation costs for the Bonifay Chipley Road project. Commissioner Music offered the second and the motion passed unanimously.

(Proposals & DEP Permit Copy)

Cliff Knauer, Dewberry Engineering, discussed bidding the Bonifay Gritney Road, Phase 2 and the Bonifay Chipley Road fencing together. Mr. Knauer explained he has been very detailed in documenting fencing on the Bonifay Gritney Road project. The Board agreed by consensus to bid both projects together to possibly attract more contractors to submit bids and that all fencing should be replaced with like quality materials, meaning barbed wire fencing will be replaced with barbed wire and woven wire with woven wire.

Cliff Knauer, Dewberry Engineering, stated that the kick-off meeting, regarding the Hurricane Sally FEMA #4564 Parks Well Projects, between the engineers, FEMA officials and All Phases Archeology went well. Mr. Knauer recommended approaching FEMA about the increasing funding for the project. He explained that the archeological studies were required for permitting and that FEMA required the wells to be moved farther from the bathroom facilities. Mr. Knauer stated that neither of these requirements could be foreseen by the County when the project was started and FEMA should be receptive to hearing the County's need for increased funds.

Cliff Knauer, Dewberry Engineering, reported that a survey of the right of way for the platted roads but unbuild roads in Dogwood Lakes would be approximately \$6,100.00. Discussion included:

- The County has never accepted maintenance of a road that has never been constructed
- If roads are created by a third party, they need to be constructed to the same standards as other roads maintained by the County

The Board agreed by consensus that County Attorney Nathan Nolin would create a scope of work detailing the requirements for a road that could be accepted by the County.

Nathan Nolan, County Attorney, presented a Memorandum of Understanding between The Long Leaf Alliance (TLA) and the County concerning the spraying of Cogan Grass growing in County right of ways. Commissioner Erickson offered a motion to have the Chairman and the Project Director sign the Memorandum of Understanding between TLA and the County, contingent upon adding language regarding County contact information for spraying dates and locations. Commissioner Music offered the second and the motion passed unanimously.

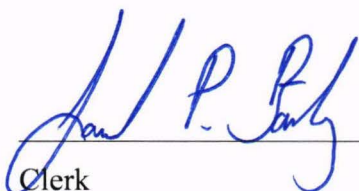
(Memorandum of Understanding)


Commissioner Newsom discussed a land owner on Lake Victor Road that has made drainage changes to his property that is causing damage to Lake Victor Road and runoff onto another landowner's property. The Board agreed by consensus to have David Corbin, Project Director, and Cliff Knauer, Dewberry Engineering, to meet with the landowners and examine the changes and the drainage implications.

Commissioner Newsom requested Board approval for The Dixie Youth to conduct a fundraiser Fish Fry on June 25, 2022 at the Rec Center. The Board agreed by consensus to allow the Dixie Youth to use the Rec Center for the fundraiser on June 25, 2022.

Chairman Stafford presented a request from Bob Jones, CDBG Grant Administrator, to apply for a \$750,000 grant. Discussion included what other CDBG grants might be applied for and if there would be any grant application overlap. The Board agreed by consensus to allow Mr. Jones to apply for the \$750,000 grant, as multiple GDBG grants can be applied for at one time.

Having no further business at this time, the meeting was adjourned at 8:13 p.m.


Clerk


Chairman