

August 29, 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 p.m. Wesley Adams led the prayer and pledge.

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

- 5-1) Florida Forrest Service Annual Report – delete
- 5-16) Hwy 79 Corridor – add
- 5-17) Planning Department - add
- 5-18) LOGT Agreement – add
- 5-19) PACE Program Agreement – add
- 5-20) Debris Removal Bid – add
- 5-21) Pancare Check to Health Department – add
- 6-4) Recycling Grant Application - add
- 5-22) Property Appraiser & Tax Collector Building – add
- 5-2) & 5-3) Commercial Intent Overlay and Future Use Amendment - combined
- 5-23) Simmons Road – add
- 9-1) Proposed Memorandum of Agreement with Union - add

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

Commissioner Music offered a motion to approve the July 25, 2017 Regular Session, July 31, 2017 Special Session, August 7, 2017 Special Session, August 8, 2017 Workshop and the August 15, 2017 Executive Session minutes. Commissioner Locke offered a second and the motion passed unanimously.

Caitlin Cerase, West Florida Regional Planning Council, requested adoption of Ordinance 17-04 incorporating a Commercial Intent Overlay into the Holmes County Comprehensive Plan and amending the Future Land Use of approximately 3.83 acres on the SR 79 corridor from urban mixed to commercial. Discussion included the following:

- Identifying the area targeted for future commercial development
- Response of the affected property owners given the opportunity to be within the overlay boundaries
- Response from State agencies regarding the proposed amendment
- Adding language to the plan to ensure that future development will adhere to a site review process

Ron Thomason, land planner, discussed how taking this step will encourage local growth when the hearing was open to the public. Commissioner Music offered a motion to adopt Ordinance 17-04 with Commissioner Sasnett offering a second. The motion passed unanimously.

(Ordinance 17-04)

Catrina Carroll, President of the Kiwanis Club, advised as to the need for a new power pole, more electricity and road maintenance at Memorial Field for the rodeo. Ms. Carroll stated that the Kiwanis Club has hired a certified electrician to handle the work and requested that the Board waive the fee for the electrical permit. Commissioner Locke offered a motion to waive the fee with Commissioner Powell offering a second. The motion passed unanimously. The County Coordinator was directed to check on the maintenance needs of the road behind the field used by the rodeo contestants and contractors.

Cassandra Pollard, Board Secretary, stated that a mistake had been made on listing surplus equipment on an auction site listing three power poles up for auction when only two poles were available. The buyer has agreed to accept the two power poles and requested a \$50.00 refund for the error. Commissioner Powell offered a motion to reimburse the \$50.00 to the buyer with Commissioner Music offering a second. The motion passed unanimously. Commissioner Powell also offered a motion to adopt the amended list of surplus equipment showing two power poles and three electrical boxes with covers. Commissioner Locke offered a second and the motion passed unanimously.

(Amended Surplus List)

Cassandra Pollard, Board Secretary, advised that the County is eligible to apply for a Florida Job Growth Grant through Enterprise Florida and the Florida Department of Economic Opportunity to develop infrastructure and workforce training programs. The Board was informed that the Development Commission has applied for the grant.

Steve Connell, EMS Director, presented a request from the 12.50 Surcharge Committee to move the Holmes County Sheriff's radio antennas located at the WTVY tower from the current height of 400 feet to 680 feet in order to increase range. Mobile Communications submitted a quote to move the Sheriff's antenna, install a new antenna for Holmes County Emergency Management and provide the cable necessary for the move in the amount of \$4,999.89. Commissioner Music offered a motion grant the committee's request and accept Mobile Communication's quote with Commissioner Sasnett offering a second. The motion passed unanimously.

(Quote)

Steve Connell, EMS Director, presented a letter from the Holmes County Sheriff's Office offering to transfer a 2006 Ford F-150 to Holmes County EMS at no charge. Commissioner Music offered a motion to allow the donation of the truck with Commissioner Locke offering a second. The motion passed unanimously.

(Letter)

Eddie Sims, Chairman of the Tourist Development Commission Board, requested an increase in the Tourist Development tax (bed tax) from 2% to 3%. Discussion included that the increase is allowed by Florida Statute,

the use of the funds and the procedure to impose the increase. Attorney Jeff Goodman offered to draft an ordinance adopting the increased bed tax with a Public Hearing to be held on September 12, 2017 at 8:00 a.m.

(Letter from TDC)

Wesley Adams, County Coordinator, requested approval of a letter establishing the continuation of the Holmes County Emergency Management Director position for 40 hours per week. Commissioner Music offered a motion to approve the letter with Commissioner Powell offering a second. The motion passed unanimously.

(Letter)

Wesley Adams, County Coordinator, presented the 2017-2018 EMPA Grant and 2017-2018 Hazard Analysis Grant for Emergency Management, stating that the Board had previously signed the grants but the State had since changed some of the language in the grants. Discussion included that there has been no change in the amount of the grants. The Board deferred signing the grants until Emergency Management Director Wendy Mayo could be present to answer questions.

Wesley Adams, County Coordinator, announced that a Special Session to discuss the 2017-2018 budget has been scheduled for Thursday, September 7th at 5:00 p.m.

Jeff Good, Road Department Shop Foreman, advised that Road Department surplus equipment consisting of two Alamos, a Mow Trim, a crane and a Lowboy Trailer had been inspected by Eddie Gardner Auction. Mr. Gardner only guaranteed a bid of \$75,000.00 which is well below what the equipment is worth. Mr. Good requested permission to relist the surplus equipment on govdeals.com auction site.

Jeff Good, Road Department Shop Foreman, presented 3 quotes for a new ice machine for the County Shop. Commissioner Locke offered a motion to accept the Katom quote of \$3,338.76 using Road Department Contingency Funds. Commissioner Music offered a second and the motion passed unanimously.

Ted Everett, Executive Director, Washington County Chamber of Commerce, requested approval for Cliff Knauer of Dewberry/Preble-Rish Engineers to start the design work on the SR 79 Corridor project. Commissioner Music offered a motion to grant the request with Commissioner Locke offering a second. The motion passed unanimously.

Garett Griffin, West Florida Regional Planning Council, presented the SHIP Annual Reports and SHIP Certificate for approval. Discussion included that the annual reports are for the closeout year 2014-2015 and the interim years 2015-2016 and 2016-2017. Commissioner Music offered a motion to approve the annual reports and execute the SHIP Certificate. Commissioner Sasnett offered a second and the motion passed unanimously.

(SHIP Annual Reports)

Roger Williams, Building Inspector, presented Ordinance CPA17-03 amending the Land Use Designation for 10 acres on Thomas Drive from industrial to agricultural for approval. Commissioner Music offered a motion to adopt Ordinance CPA17-03 with Commissioner Powell offering a second. The motion passed unanimously.

(Ordinance)

Commissioner Erickson announced that Bonifay refused to sign the new LOGT Interlocal agreement amending the disbursement of the gas tax among the County and municipalities. Discussion included the following:

- History of dispute over LOGT disbursement
- Having Carr, Riggs & Ingram prepare a distribution report based on the municipalities that submitted the requested documents
- Appealing to the State
- Deferring to the Statutory disbursement

The following citizens discussed this matter:

- Lyndia Spears, Attorney for Ponce de Leon
- Ron Farrington, Mayor of Ponce Leon
- John Hagans, Esto Town Council

This matter has been set for a Special Session on September 11, 2017 at 4:00 p.m.

Terry Stark, Ygrene, presented the agreement to approve the Property Assessed Clean Energy (PACE) Program which allows residents to finance energy efficient updates to their homes for up to 20 years with no credit check. Mr. Stark advised that the Board had agreed to the program earlier in the year, but the Resolution had not been executed pending approval by the County Attorney. County Attorney Jeff Goodman stated he had reviewed and approved the paperwork for the program. Commissioner Powell offered a motion adopt Resolution 17-11 establishing the PACE program for the County. Commissioner Music offered a second and the motion passed unanimously.

(Resolution)

Wesley Adams, County Coordinator, presented the bids entered in answer to the RFP for debris removal services. Mr. Adams requested approval to award the bid to DRC Emergency Services as the primary disaster debris removal company and accept TFR Enterprises, Inc. as the secondary company. Commissioner Powell offered a motion to approve the request with Commissioner Music offering a second. The motion passed unanimously.

(Bids)

Wesley Adams, County Coordinator, advised that Pancare had paid the \$6,681.76 owed for the dental equipment purchased through the sale of surplus property and he requested that the money be sent to the Health Department. Commissioner Powell offered a motion to grant the request with Commissioner Music offering a second. The motion passed unanimously.

Wesley Adams, County Coordinator, advised of the need to replace the duct work in the Property Appraiser and Tax Collector's building. Discussion included having Special Projects Manager Johnny Mathis complete the work using inmate help and having Tax Collector Harry Bell work with Mr. Adams to write bid specifications adding a maintenance agreement. Commissioner Powell offered a motion to put out a RFQ for the work with Commissioner Music offering a second. The motion passed unanimously.

Commissioner Sasnett advised of complaints received from property owners on Simmons Road regarding road maintenance. A public hearing for property owners on Simmons Road will be held in Ponce de Leon to discuss paving or chip sealing the road.

Commissioner Music offered a motion to set the purchase order request cut-off for the fiscal year on Friday, September 15, 2017 at 4:00 p.m. Commissioner Locke offered a second and the motion passed unanimously.

Wesley Adams, County Coordinator, presented three bids for a Bridge Crew Pile Driver stating that the lowest bid was for \$3,450.00. Commissioner Powell offered a motion to approve the purchase of a pile driver up to \$4,999.00 using money from the Road Maintenance Fund. Commissioner Locke offered a second and the motion passed unanimously.

Wesley Adams, County Coordinator, requested approval to put out for bid for 2 small excavators using the proceeds from the sale of Road Department surplus equipment for the purchase. Commissioner Music offered a motion to put a bid out for the excavators with Commissioner Powell offering a second. The motion passed unanimously.

Wesley Adams, County Coordinator, presented the 2017-2018 Small County Consolidated Solid Waste Management Grant Application for approval. Discussion included that the only change from the previous year was for a uniform allowance. Commissioner Sasnett offered a motion to approve the grant application with Commissioner Powell offering a second. The motion passed unanimously.

(Grant Application)

Rod Adams, Melvin Engineering, presented the results for the request for bids to complete the Tobe Retherford Road paving project stating that Anderson Columbia Co., Inc. came in as the low bidder at \$1,248,479.75. Commissioner Sasnett offered a motion to award the bid to Anderson Columbia Co., Inc. with Commissioner Music offering a second. The motion passed unanimously.

(Bids & Notice of Award)

Rod Adams, Melvin Engineering, presented the First Amendment to the SCOP Agreement and Resolution 17-10 reducing the financial assistance from DOT for paving Tobe Retherford Road. County Attorney to review documents before Board will execute.

Cliff Knauer, Dewberry/Preble-Rish Engineers, advised that the plans have been done for the Idlewood Drive and Idlewood Court paving project and that DOT has approved \$168,000.00 to fund the project for June 2018. Mr. Knauer stated that a request for advanced funding could be sent to DOT for the project to be completed this year and scheduled for reimbursement in June 2018. Commissioner Sasnett offered a motion to send an advanced funding request to DOT with the \$168,000.00 cost of the project coming out of LOGT funds. Commissioner Music offering a second and the motion passed unanimously. County Coordinator Wesley Adams directed to prepare request.

Cliff Knauer, Dewberry/Preble-Rish Engineers, advised that the request to cover the \$353,000.00 shortfall for the CR 181C project has received no response to date. The Board requested Mr. Knauer set up a meeting with Senator George Gainer regarding this matter.

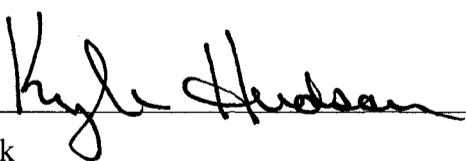
County Attorney Jeff Goodman presented the Memorandum of Agreement between the Board and Union. Mr. Goodman advised that the agreement encompasses the 2% pay increase and coverage of the health insurance costs agreed upon by both parties. Commissioner Music offered a motion to adopt the agreement with Commissioner Locke offering a second. The motion passed unanimously.

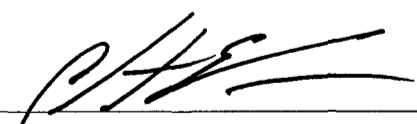
(Memorandum of Agreement)

County Attorney Jeff Goodman advised that this was his last meeting due to his appointment as Circuit Court Judge for the 14th Circuit. Mr. Goodman urged the County to work together to grow, expressed his appreciation for the opportunity to act as their counsel and invited everyone to his investiture on September 8, 2017 at 3:00 p.m. The Board expressed their appreciation of Mr. Goodman's work with the County with a plaque for 7 years of service.

Commissioner Powell offered a motion to declare the equipment mentioned by Shop Foreman Jeff Good earlier as surplus and approve listing the equipment on the govdeals.com auction site. Commissioner Sasnett offered a second and the motion passed unanimously.

There being no further business at this time the meeting was adjourned at 7:54 p.m.


Clerk


Chairman