

December 13, 2016  
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 Joey Marsh, County Coordinator, were present.

Melissa Kabaci, Deputy Clerk, was present and kept the minutes.

The meeting was convened at 9:02 a.m. Chairman Erickson opened the meeting. Wesley Adams led with prayer and the pledge.

The first agenda item was Agenda Additions or Deletions. Items added to today's agenda included:

- 18) Speed limit sign for Cerrogordo boat ramp
- Switch the agenda order of items #4 and #6
- 15G) Repairs to Volvo grader at shop
- 15H) Advertise for FEMA Coordinator and County Coordinator
- 15I) Dirt policy
- 11A) EMS Grant
- 11B) \$12.50 Surcharge item

Items deleted included:

- 12) E-911 State Grant Application – Generator
- 13) E-911 State Grant Application – Mapping
- 14) VoIP NextGen 911 System Bid

Item #12 was deleted and changed to: 12) 911 position

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

The next agenda item was "Hearing the Public". Tammy Bozeman, Sheriff's Department Finance Officer, requested approval to submit the Justice Assistance Grant (JAG) that is a non-matching grant for allocation of funds to the Sheriff's department. Commissioner Music offered a motion to approve proceeding with submission of the application. Commissioner Locke offered a second. The motion passed unanimously.

The Board discussed the format of the agenda and no longer listing subjects to be acted upon under consent items. Commissioner Locke offered a motion to list only the minutes in the consent items. Commissioner Music offered a second. The motion passed unanimously.

Pursuant to Public Notice, the Board held a public hearing to discuss proposed Ordinance #16-01 which will adopt a land use change. Commissioner Locke offered a motion to open the public hearing with Commissioner Music offering a second. The motion passed unanimously. The Board discussed a recommendation from the Planning Commission to deny the land use change request from Christine Napier and Lacy Boswell for property located on CR 173 at 3263 Cody Taylor Lane. The land use change will modify the zoning from agricultural to medium density residential and will allow an assisted living facility to be opened on the premises. The following citizens spoke in opposition to the zoning change:

Cody Taylor  
Daryl Brown

Hubert Hendrix, Planning Commission Member

The following citizens spoke in favor of the zoning change:

Rhonda Clyatt, Attorney for the property owners  
Jimmy Napier

Discussion included statutory requirements for water and sewer to be in place for medium density residential zoning, the lack of proper water and sewer, the lack of available legal counsel for the Planning Commission, and the withdrawal/resubmission of the land use change request. Commissioner Music offered a motion to close the Public Hearing with Commissioner Sasnett offering a second. The motion passed unanimously.

The Board took a brief recess. The meeting was reconvened.

Rhonda Clyatt, Attorney, advised that her clients will be withdrawing their land use change application and submitting another. Jeff Goodman, County Attorney, advised that the proposed Ordinance #16-01 to approve the land use change will be discussed later in the meeting.

Bob Jones, CDBG Grants Administrator, discussed the Community Development Block Grant (CDBG) Anti-displacement and Relocation policy and requested approval of Amendment #1 to the policy to update the dollar amount to reimburse people for their relocation and temporary housing. Commissioner Sasnett offered a motion to approve the Amendment. Commissioner Locke offered a second. The motion passed unanimously.

(Amendment #1)

Kimberly Stephens, HNTB Corporation, gave an update the SR 79 widening project. Tanya Kristoff, H.W. Lochner Engineering, discussed the route options being considered in Bonifay and for the length of the fifteen (15) mile project. Discussion also included the impact the routes will pose and that another public meeting will be held mid-year 2017 to eliminate some of the alternative routes.

The Board discussed the Commissioners' committee assignments. Discussion included that Commissioner Music and Commissioner Erickson will be on the Canvassing Board, Commissioner Erickson will be on the Chipola Career Source committee and all other Commissioner assignments will remain the same as last year. Commissioner Sasnett offered a motion to adopt the Commissioner assignments. Commissioner Music offered a second. The motion passed unanimously.

(Assignments)

Joey Marsh, County Coordinator, discussed a late night noise issue brought to his attention on Will Lee Road and that there is currently not a noise ordinance in place for the Sheriff's office to be able to address the issue. The Board agreed by consensus for Attorney Goodman to draft a noise ordinance to be presented at the next meeting.

The Board discussed possibly creating a Facebook page for the County. Attorney Goodman advised that since this is a social media site it will have free speech rights and will have to adhere to the Records Retention and Sunshine Laws. No action was taken at this time.

The Board discussed the Ethics Class for the Commissioners to be held in Chipley in January at a cost of \$100.00 per Commissioner. Commissioner Sasnett offered a motion for all five (5) Commissioners to attend the class. Commissioner Powell offered a second. The motion passed unanimously.

Steve Connell, Emergency Medical Services Director, recommended hiring the following on-call staff pending new hire orientation:

On-Call Paramedics - \$11.64: Raina Wood, Daniel Winget

On-Call EMTs - \$10.15: Robert Justice, Steven Hall, Amber Cook, Randal Hatcher

On-Call Non-Emergency-\$9.00: Braeden Cooper, Chelsea Taylor, Savannah Newton, Xavier Morales

Commissioner Sasnett offered a motion to approve hiring these personnel with Commissioner Music offering a second. The motion passed unanimously.

(Recommendations)

Mr. Connell discussed the issues with the Emergency Medical Services (EMS) building since the roof started leaking and advised they are searching for grant funding to build a new facility due to the problems with the current facility. He introduced Ms. Tami Ray as a resource to assist with applying for grant funding. Ms. Ray discussed her grant writing firm TAMCO-BV, LLC located in Chipley. Discussion included that her firm is only paid if the grant is awarded and their fee is paid from grant funds. Discussion also included using the "piggyback" process to speed up the selection of the grant administrator, applying for funds to pay for the planning process and applying for construction funds at a later time. Commissioner Music offered a motion for Ms. Ray to proceed applying for a grant and for the Attorney to review the "piggyback" documents. Commissioner Sasnett offered a second. The motion passed unanimously.

Mr. Connell advised that the radio repeater on Highway 79 is down. Discussion included this being a repeater for the city police and Sheriff's Department and that Dewey Crutchfield, Ward Bell Communications, advised the equipment is too old to repair. Mr. Connell advised that Ward Bell has a loaned repeater in place and has given a quote of \$2970.00 for a new repeater that could be purchased with \$12.50 Surcharge funds. Attorney Goodman discussed the process of getting three (3) quotes for a repeater. Mr. Connell advised he will bring the quotes to the next meeting.

The Board discussed the resignation given by the 911 Coordinator, Cliff McGowan, advising that his last day will be January 11, 2017. Discussion included Mr. McGowan's request to be paid 100% of his accrued PTO. Commissioner Locke offered a motion to accept the resignation and to pay 100% of accrued PTO time. Commissioner Music offered a second. The motion passed unanimously.

The Board discussed the 911 grant for new communications equipment that has been awarded and needing a person to learn the system. Discussion included advertising to hire for the 911 Coordinator position,

moving 911 under the Sheriff's supervision, utilizing his IT Technician as the 911 Coordinator, moving the dispatchers from the City of Bonifay building to the Emergency Operations Center and the cost for the relocation. The following spoke regarding this issue:

Sheriff-elect John Tate  
Wendy Mayo, Emergency Management Director  
Cliff McGowan, 911 Coordinator

Commissioner Locke offered a motion to move the 911 department under the Sheriff's department. Commissioner Sasnett offered a second. The motion passed unanimously.

Joey Marsh, County Coordinator, discussed the one bid received from Capital Truck Inc. for a used Daycab Lowboy tractor truck for \$29,000.00. Commissioner Music offered a motion to approve the purchase of the vehicle. Commissioner Sasnett offered a second. The motion passed unanimously.

(Bid)

Mr. Marsh discussed the bids received for petroleum products. Discussion included the current vendor Davis Oil being the lowest bidder for grease and oil and the current vendor Retif Oil and Fuel being the lowest bidder for the diesel and gas products. Commissioner Music offered a motion to approve these vendors for these services. Commissioner Powell offered a second. The motion passed unanimously.

(Bids)

Mr. Marsh advised that he has temporarily moved two Road Maintenance Technicians to different districts to alleviate problems. He advised he has moved Roger Dale Brannon from District 1 to District 2 and Jacob Alford from District 2 to District 1 and requested the Board make this move permanent. Commissioner Locke offered a motion to approve the move as permanent. Commissioner Music offered a second. The motion passed unanimously.

Mr. Marsh discussed the proposed equipment purchases the Board has discussed for several months and the financing quotes. Discussion included the following:

- Purchasing five (5) Mack dump trucks, a Daycab truck and lowboy trailer, and a loader
- Low financing quote of 2.15% from BancorpSouth
- Paying the loan off with funds remaining when FEMA Disaster #4177 is completed
- Approval to issue purchase orders for the equipment
- Purchasing the Mack trucks from the Madison County bid for \$144,000 each
- Adding steel beds and high lift gates for \$1,000 per truck
- Considering the option to turn the trucks in after 13 months for a new truck

Commissioner Powell offered a motion to approve the financing quote from BancorpSouth, to purchase the equipment listed above with the addition of the steel beds and high lift gates and to utilize remaining funds from FEMA Disaster #4177 to pay on the loan. Commissioner Music offered a second. The motion passed

unanimously. Commissioner Powell offered a motion to authorize purchase orders to be issued for the equipment with Commissioner Music offering a second. The motion passed unanimously.

Mr. Marsh discussed the letter that was sent to FEMA to request that the consolidation of the Project Worksheet (PW's) be completed. Discussion included drafting a letter to the legislators to ask them to have FEMA step up their process so the County can receive funding. Commissioner Music offered a motion to authorize the Chairman to send a letter to the legislators to ask FEMA to obligate the funding. Commissioner Sasnett offered a second. The motion passed unanimously.

Mr. Marsh discussed the Volvo grader that is in the shop for repairs and advised the repairs will be over \$5,000.00 so he will need the Boards' approval to proceed. Jeff Good, Shop Foreman, discussed the repairs that will be needed. Discussion included the codes shown on diagnostic tests, that the sensor may be faulty and having Attorney Goodman send the company a letter to request the diagnostic board be evaluated. Commissioner Sasnett offered a motion to have the grader sent to the Volvo company for an estimate on repairs and for Attorney Goodman to send them a letter in reference to the issue of the diagnostic board. Commissioner Music offered a second. The motion passed unanimously.

Mr. Marsh advised that his plan was for tomorrow to be his last day as interim Coordinator and they will need to advertise for his position. The Board asked Mr. Marsh to stay on until the position is filled and he agreed. Discussion included advertising for his position, separating out the two jobs of County Coordinator and FEMA Coordinator and having \$75,000.00 to work with for the two (2) positions plus benefits. Commissioner Sasnett offered a motion to advertise for a Special Projects Coordinator to handle FEMA. Commissioner Music offered a second. The motion passed unanimously. The Board agreed for Mr. Marsh and Attorney Goodman to create the job description with Mr. Marsh also creating an interview team.

The Board discussed the County Coordinator position that Mr. Marsh is currently filling as an interim. Commissioner Powell offered a motion to hire a County Coordinator. Commissioner Music offered a second. Commissioner Locke and Erickson voted no with Commissioners Powell, Music and Sasnett voting yes. The motion passed. Discussion included having an interview committee headed by Mr. Powell. Mr. Marsh advised he will stay in his current position until the end of January or until a new person is hired.

The Board discussed the County's dirt policy and agreed by consensus for Attorney Goodman to look at Walton County's policy and bring the information back to the next meeting.

Joey Marsh, County Coordinator, gave an update on the cut and patch projects advising most should be complete today.

Mr. Marsh discussed purchasing an excavator for bridge projects that can be used to vibrate pilings into the ground instead of driving them. Discussion also included the need for more funding for the bridge crew.

Mr. Marsh gave an update on the Whitewater project advising the erosion problem from the recent eleven (11) inches of rain is being addressed by the contractor and will be brought back up to specifications.

Attorney Goodman discussed the request for Ordinance #16-01 for a zoning change from agricultural to medium density residential. He advised the landowner withdrew their application for an assisted living facility as discussed earlier in the Public Hearing. Commissioner Powell offered a motion to vote no on Ordinance #16-01. Commissioner Music offered a second. The motion passed unanimously.

The Board discussed the \$12.50 Surcharge Committee recommendation to purchase a tower repeater to replace the one that is down. Attorney Goodman discussed that the Board usually follows the Committee recommendation as they normally follow procedure of obtaining three (3) quotes. Steve Connell, Emergency Medical Services Director, advised they did not get the three (3) quotes in this instance as it was an emergency situation and they used the long time vendor Ward Bell that is normally used. The Board advised Mr. Connell to notate in his paperwork this is a sole source vendor for the Motorola equipment. Commissioner Sasnett offered a motion to authorize Mr. Connell to get the three (3) quotes and proceed with the purchase of the repeater based on the lowest quote. Commissioner Music offered a second. The motion passed unanimously.

Cliff Knauer, Dewberry/Preble-Rish Engineering, gave an update on the CR 183A and CR 181 projects advising they will award the bids January 6<sup>th</sup>, 2017.

Mr. Knauer discussed the Thomas Drive SCOP improvement project previously awarded to C.W. Roberts Contracting, Inc. based on the contingency of the Department of Transportation (DOT) awarding additional funding for the project. Mr. Knauer advised that DOT has awarded the additional funding and he will need the award notice and agreement signed by the Chairman. The Board agreed by consensus to sign the award and agreement.

(Award)  
(Agreement)

Mr. Knauer discussed the five (5) bids received for the Deacon Road project. Discussion included Roberts and Roberts being the low bidder at \$492,366.40 but this still being \$97,414.00 over budget. Mr. Knauer asked for the Chairman to sign a letter to the Department of Transportation (DOT) requesting the additional funding. Commissioner Powell offered a motion to approve applying for the additional funding. Commissioner Music offered a second. The motion passed unanimously.

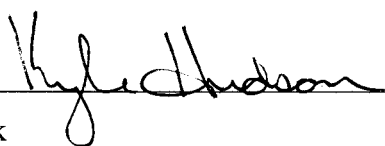
(Bid Summary)

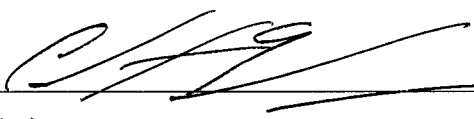
Mr. Knauer gave an update on the CR 181C project.

Mr. Knauer gave an update on the permits to replace the culverts for the hazard mitigation grant program.

The Board discussed the request for a 25 mph speed limit sign for Buck Rogers Lane. Discussion included this being a County dirt road, having the Engineers view the area for any noticeable issues before lowering the speed limit and putting the speed limit into a Resolution and then posting the sign.

There being no further business at this time the meeting was adjourned at 12:30 p.m.

  
Clerk

  
Chairman