

June 21, 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.

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

Chairman Stafford called the meeting to order at 9:00 a.m. David Corbin, Project Director, led the prayer and pledge.

The first agenda item was Agenda Additions and Deletions. The following additions were made to the agenda:

- Commissioner Item E – Employee Uniforms
- Commissioner Item F – Lake Victor Road
- County Attorney Item A – *Liquor by the Drink* Ordinance

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

Commissioner Music offered the motion to adopt the minutes from the June 7, 2022, Regular Session. Commissioner Newsom offered the second and the motion passed unanimously.

David Corbin, Project Director, and the Board recognized Johnny Mathis, Special Projects Manager, as the County's June Employee of the Month.

David Corbin, Project Director, recognized Chairman Earl Stafford with a plaque for being the first County Commissioner to run unopposed since 1974.

The Board honored Emily Bomann for winning the Alabama High School Rodeo Association Championship in Barrel Racing with Resolution 22-15 declaring June 22, 2022, as *Emily Bomann Barrel Racing Day*. Commissioner Erickson offered a motion to adopt Resolution 22-15 with Commissioner Music offering a second. The motion passed unanimously.

(Resolution 22-15)

Chairman Stafford announced that today's scheduled visit from Senator George Gainer and Representative Brad Drake has been postponed.

Bob Jones, CDBG Administrator, advised that the 2021/22 CDBG Grant cycle will close in July and that Holmes County is eligible for a \$750,000 housing grant. Mr. Jones stated that he will prepare the grant application with the only cost to the County being four public meeting advertisements. Commissioner Music offered a motion to allow Mr. Jones to apply for the CDBG grant. Commissioner Newsom offered a second and the motion passed unanimously.

(Grant and Timeline Information)

David Corbin, Project Director, presented a request from the Town of Westville for repair and maintenance assistance on Cedar Street. Discussion included that, while the County has never maintained that street, the request should involve dirt and grader work only. Commissioner Good offered a motion to grant the request for assistance with Commissioner Erickson offering a second. The motion passed unanimously.

(Request)

Keith Bennett, Building Official, presented a proposed fee schedule for reviewing plan revisions for commercial properties. Discussion included that there is currently no fee for the service, proposal does not include residential properties and charging a flat rate for both commercial and residential plan revisions. The Board agreed by consensus that John Feeney, Contracted Planner, and Mr. Bennett should bring a proposed fee schedule for reviewing commercial and residential plan revisions to the next Board meeting.

(Proposed Fees)

John Feeney, Contracted Planner, advised that a Notice of Public Hearing had been advertised for today's meeting for Ordinance Number SSA-2022-04 regarding the property rights element currently missing from the County's Comprehensive Plan. Mr. Feeney advised that no land use changes can be approved until this ordinance is adopted and that the hearing today is the first of the two required public hearings. The Notice of Public Hearing and Ordinance was read onto the record. Discussion included that the Notice of Public Hearing was missing from the wording on the Board's agenda for today's meeting. County Attorney Nate Nolan advised that, while the constructive notice requirement was met, the notice missing on the agenda was concerning. The Board agreed to re-advertise the first public hearing again for the first July Regular Session.

(Notice of Public Hearing)

(Proposed Ordinance No. SSA-2022-04)

Tim Parsons, Liberty Partners, advised that the County has completed the requirements to secure the second half of the American Rescue Plan Act (ARPA) funds.

Tim Parsons, Liberty Partners, requested that the Board sign a letter designating Liberty Partners as the single point of contact with the Department of Economic Opportunity for the \$4 million appropriations approved for the Holmes County Consolidated Government Efficiency Center. Mr. Parsons advised that their services for the appropriations would be a continuation of their current services contract. Commissioner Erickson offered a motion to have the Chairman sign a letter to DEO making Liberty Partners the contact for the appropriations. Commissioner Newsom offered a second and the motion passed unanimously. Further discussion included how to proceed with planning the center whether by committee or workshop. Cliff Knauer, Dewberry Engineering, advised that a RFQ for architectural and engineering services would be required. The Board agreed by consensus to schedule a workshop at a later date after Liberty Partners determines DEO's requirements.

(Letter)

Cliff Knauer, Dewberry Engineering, advised that property owners on Phase 2 of the Bonifay/Gritney Road paving project are demanding web wire fencing as was given to the Phase 1 property owners. The Board

directed Mr. Knauer to prepare the fencing bid package for web wire fence. Discussion also included the number of property releases still needed.

Cliff Knauer, Dewberry Engineering, advised that the hydraulic study for the Hurricane Sally FEMA #4564 Ammons Road Culvert Project has been completed and has resulted in a change of design to smaller boxed culverts with a low water crossing. The revised plans will be submitted to FEMA this week, but the design and permitting will take longer.

Cliff Knauer, Dewberry Engineering, requested that Project Director David Corbin sign the archeological proposals for the Bonifay/Chipley Road. He advised that he had submitted the paperwork to have the mitigation costs paid and that the project is approximately six weeks out from advertising for bids.

Commissioner Newsom stated that the State would be completing their work on Lake Victor next week and requested Cliff Knauer, Dewberry Engineering, evaluate Lake Victor Road to determine how the current damage can be repaired. Mr. Knauer agreed to the request.

Commissioner Newsom advised that Frances Lane is nearly impassible due to low, wet spots and that at least two residents live on the road. Cliff Knauer, Dewberry Engineering, agreed to view the road to determine what can be done to remedy the issue.

Rod Adams, Melvin Engineering, advised that the State Road 79 Drainage Study which encompasses Northdale Subdivision has been completed with all the information submitted to the State. The grant agreement should be available soon.

Rod Adams, Melvin Engineering, advised that the Hwy 79 Corridor Authority wants the Corridor's utility project completed with the lift stations brought on-line next week.

Rod Adams, Melvin Engineering, stated that per the CDBG grant requirements, a Notice of Public Hearing for the Busy Bee intersection has been advertised for the July 19th Regular Session.

Rod Adams, Melvin Engineering, discussed the urgency of awarding the construction bid for the CR 181C SCRAP project because the completion deadline is October 31, 2022. Cliff Knauer, Dewberry Engineering, advised that three contractors showed for the pre-bid conference, but DOT approval of the revised plans for moving phone lines and installing new culverts is still pending.

Commissioner Good advised of an issue with CR 179 paving project at the Gritney Mall entrance. Rod Adams, Melvin Engineering, stated that the work was still under warranty, and he would contract the contractor to resolve the issue.

David Corbin, Project Director, discussed an accident that damaged a guardrail on CR 179. He advised that Melvin Engineering had assisted in creating a cost list to repair the damage which was turn into the County's insurance company. Mr. Corbin stated that a check had been received from the insurance company and requested that Melvin Engineering get quotes to repair the damage.

Nathan Nolan, County Attorney, and Joe Rone, Development Commission, requested that the Board approve drafting an ordinance for the *Liquor by the Drink* Ordinance that mirrors Washington County's ordinance. The Board agreed by consensus to the request and Attorney Nolan will have an ordinance for the Board's approval at the next Board meeting.

Joe Rone, Development Commission, advised he would have more information to the Board regarding financing of the property on the interstate as well as options for the Deacon Road property at a later date.

Nathan Nolan, County Attorney, advised that, after receiving more information, he believes the Public Hearing for Ordinance Number SSA-2022-04 regarding the property rights element can move forward this meeting instead of delaying until the next Board meeting. John Feeney, Contracted Planner, stated that today's public hearing was the first of the two required by statute with the next public hearing scheduled for a July Regular Session. Commissioner Erickson offered a motion to move forward with the public hearing for Ordinance Number SSA-2022-04. Commissioner Good offered a second and the motion passed unanimously. The public hearing was opened and closed with no response from the public.

Commissioner Erickson presented quotes for lime rock to repair the low, wet portions of Sod Road. Discussion included using milled asphalt and requesting an engineer's opinion on the repair options. Cliff Knauer, Dewberry Engineering, agreed to view the road and bring solution options to the Board.

Commissioner Good presented a draft copy of an Interlocal Agreement Regarding Revenue Sharing Between the Highway 79 Corridor Authority, Washington County and Holmes County. He stated that as the County's representative on the Hwy 79 Corridor Board he wanted to advise the Commissioners that the proposed agreement states that the Highway 79 Corridor Authority would be entitled to that portion of the ad valorem taxes on the Corridor property that is over what is currently collected plus a \$60,000 payment from Holmes County in the next fiscal year. Discussion included the following:

- Board previously determined that ad valorem taxes would not be made available to the Authority and that they would need to submit a budget request each fiscal year for the Board to approve
- City of Bonifay is not currently participating in the revenue sharing
- There are 1,088 acres in the Holmes County Corridor property
- Ad Valorem collected in 2019 would be the base amount with the Corridor entitled to any property tax revenue above that amount
- Highway 79 Corridor project is set to be completed and closed the end of June
- Future need for the Authority


The Board agreed by consensus to wait until after the June 30th close-out and see what actions is taken by the Authority.

Commissioner Erickson discussed purchasing more t-shirts for County employees because the uniform shirts are too hot. Discussion included the current uniform policy, the number of employees and the source of the funds. Commissioner Erickson offered a motion to purchase two t-shirts for each Road Department, Parks and Recycling employee using money for each department's Operating Supplies budget. Commissioner Good offered a second and the motion passed unanimously.

Having no further business at this time, the meeting was adjourned at 10:40 a.m.



Clerk



Chairman