

May 29, 2018
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 Clint Erickson, Commissioner Bobby Sasnett, Commissioner Phillip Music and Commissioner Danny Powell, Chairman of the Board.

Joey Marsh, County Coordinator, and Brandon Young, County Attorney, were present.

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

Chairman Powell called the meeting to order at 6:00 p.m. Albert Jordan, Special Road Projects Manager, led the prayer and pledge.

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

- 6-D) Letter from Capital Truck, Inc.
- 6-E) Roof for Council on Aging Building
- 6-F) Transmission Repair on 2007 Mack Dump Truck
- 6-G) Animal Control Budget Increase
- 8-C) Ad Valorem Tax Exemption Ordinance
- 10-D) Wrights Creek
- 7-B) CR 181C Change Order #1
- 6-H) Credit Cards for Department Heads

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

Commissioner Music offered a motion to adopt the May 9, 2018 Regular Session minutes with Commissioner Sasnett offering a second. The motion passed unanimously.

Ewan Moore of 3201 Moore's Private Drive, Bonifay, presented a letter stating that an adjoining landowner has buried garbage in a wet water creek impeding the natural flow of water which could possibly contaminate Wrights Creek. County Coordinator Joey Marsh advised that he has been contacted by Senator Nelson's office and will ensure that the Health Department followed proper protocol to approve the disposal of the garbage.

(Letter)

Randall Baker, a private citizen, presented a request to abolish the foreman positions for each of the five Districts and hire one Superintendent to supervise all the County's road work. Mr. Baker stated that this would streamline road maintenance in the County and eliminate the need to purchase equipment for each of the five districts. Discussion included the current chain of command, the ability of one person to handle overseeing road maintenance for the entire County and how the equipment is now shared among the Districts. Albert Jordan, Special Road Projects Manager, and Ewan Moore, a private citizen, discussed the need to maintain foremen for each of the districts.

Wilburn Baker, School Board Member, presented a request from the School Board to purchase 45 loads of milling from the County. Mr. Baker advised that the milling was needed behind the Bonifay K-8 School, around the ball field at Bethlehem School and around Bonifay High School along Sandpath Road. Mr. Marsh advised that approximately 100 loads of the milling the County purchased from DOT have not been committed to other projects. Commissioner Erickson offered a motion to allow the School Board to purchase 45 loads of milling at \$9.00 per ton. Commissioner Sasnett offered a second and the motion passed unanimously. The labor required to put the milling down at the schools will be discussed after the School Board votes to purchase the milling.

Brandon Young, County Attorney, presented Resolution 18-10 to establish the Holmes County Fire and Rescue Advisory Board for approval. Mr. Young advised that the Fire Advisory Board would consist of five members responsible for giving advice and recommendations concerning the Holmes County Fire Protection Service District. Commissioner Music offered a motion to adopt Resolution 18-10 with Commissioner Sasnett offering a second. The motion passed unanimously.

(Resolution 18-10)

Steve Connell, EMS Director, presented the following five recommendations for the Holmes County Fire and Rescue Advisory Board:

- Steve Connell, EMS Director
- Wendy Mayo, Emergency Management Director
- Chance Pitts, Fire Department representative
- Steve Boroughs, local business owner
- Joey Marsh, County Coordinator

Commissioner Music offered a motion to approve the recommended board members with Commissioner Locke offering a second. The motion passed unanimously. Mr. Connell advised that the Fire Advisory Board will be working on applying for the Safer Grant and ensuring a study is completed to find the best way to assess the MSBU tax before it goes to referendum.

Joey Marsh, County Coordinator, requested a twelve month extension on the FEMA rock contract. Commissioner Locke offered a motion to approve the request with Commissioner Music offering a second. The motion passed unanimously.

Joey Marsh, County Coordinator, advised that the Special Projects/Bridge Crew had an agreement with the previous County Coordinator to flex off the last 30 minutes of their work day due to their inability to take a lunch break while supervising inmates. Mr. Marsh stated that missing the last portion of the work day has affected the efficiency of the crew. Discussion included options to ensure that the crew gets a lunch break, the Board's policy regarding flex time and the problems encountered when the Special Projects and Bridge Crew were combined. The Board agreed by consensus that the crew can take their lunch break after returning the inmates at 2:00 p.m.

Joey Marsh, FEMA Director, gave the following update on the current FEMA project:

- Dewberry Engineers and Melvin Engineering were the two top ranked firms for engineering services and negotiations will begin shortly
- Request for the second extension is in Stage 4 of approval
- Paving projects should begin soon
- 65% of the work has been completed with \$9,055,434 savings
- Second \$5 million installment has been received

Joey Marsh, County Coordinator, presented a letter from Capital Truck, Inc. listing the concessions they will make if the County will proceed with the purchase of five 2019 Mack trucks. Mr. Marsh advised that the purchase had been cancelled because Capital Truck could not deliver the trucks on the time table agreed upon which leaves the County losing money on the FEMA projects. The Board declined the offer by Capital Truck, Inc.

(Letter)

Joey Marsh, County Coordinator, advised that one of the 2007 Mack trucks set to go to auction needs a \$7,815.85 transmission repair. Mr. Marsh stated that the truck is guaranteed to bring at least \$51,000 at the auction and that the proceeds could be used to reimburse for the repair work. Commissioner Erickson offered a motion to have the truck repaired using road maintenance funds with Commissioner Music offering a second. The motion passed unanimously.

Joey Marsh, County Coordinator, advised that the wrong list of materials was used when the order was placed for the Jail's new roof. The materials ordered were from a quote to re-roof the Council on Aging building. Mr. Marsh requested that, since the Jail is unable to use the roofing metal, the Board approve using the metal on the Council on Aging building and repay the Jail for the materials. Commissioner Erickson offered a motion to return \$9,611.97 to the Jail's account from the contingency fund. Commissioner Music offered a second and the motion passed unanimously.

Joey Marsh, County Coordinator, requested an increase of \$3,000 to Animal Control's budget for an unexpected increase in the veterinary bill, an added cell phone expense and truck repairs. Discussion included a private donation received for Animal Control. Commissioner Erickson offered a motion to approve the request using money from the contingency fund. Commissioner Music offered a second and the motion passed unanimously.

Joey Marsh, County Coordinator, stated that the County's departments are currently sharing one credit card and requested that each Department Head have their own credit card. Discussion included the advantages of having a credit card for each department versus making more credit cards available at the Board office. Mr. Marsh will work with the County Attorney to develop a credit card policy for the Board's approval.

Cliff Knauer, Dewberry Engineers, presented the Notice of Award and Agreement for Roberts and Roberts to complete the CR 181C SCRAP project. Commissioner Sasnett offered a motion to execute the notice and agreement with Commissioner Music offering a second. The motion passed unanimously. Mr. Knauer also presented Change Order #1 reducing the cost of the project by having the County provide the fill material. Commissioner Sasnett offered a motion to approve the change order with Commissioner Music offering a second. The motion passed unanimously.

(Notice of Award, Agreement and Change Order)

Cliff Knauer, Dewberry Engineers, requested that County Coordinator Joey Marsh be allowed to sign the DEP permit application for the Highway 2 boat ramp renovation joint project with the Water Management District. Mr. Knauer advised that the money for the project will be released when the permit is approved and that the plans for the renovation will change because the elevation will not allow for bathrooms to be built. The Board agreed by consensus to allow Mr. Marsh to sign the DEP permit application.

Cliff Knauer, Dewberry Engineers, advised that Anderson Columbia has 20 days left on their Tobe Retherford Road contract and all that remains to be completed is placing mail boxes and the striping.

Cliff Knauer, Dewberry Engineers, advised that there is no funding available to put sod on Deacon Road, but that the contractor should ensure the grass seed is planted before the final project approval.

Brandon Young, County Attorney, advised that the revised Policy and Procedures Manual will be available for approval by the June 26th Regular Session.

Brandon Young, County Attorney, recommended not going forward with revising the RFP for Wireless Antennas on the County's towers because no companies are interested without an exclusivity clause.

Brandon Young, County Attorney, advised that 8 or 9 years ago the County passed an agreement to give tax breaks to new businesses coming into the County under certain conditions. Mr. Young stated that an ordinance was never adopted to implement the ad valorem tax exemption and he will have one available for approval at the June 12th Regular Session.

Brandon Young, County Attorney, advised that the revised LOGT agreement will be signed by all parties at the June 26th Special Session.

Commissioner Erickson stated that due to lack of funds he will not be attending the Florida Association of Counties (FAC) Annual Conference being held on June 26th through June 29th in Orlando.

Commissioner Erickson requested that the County Coordinator start requiring each department head to file a monthly report on activities.

Commissioner Erickson questioned the County Attorney about the County's liability when workers get injured or sick while on the job. County Attorney Brandon Young advised that a workers comp claim would have to be filed before the County assumes any responsibility for the cost of the illness or injury. Ewan Moore, a private citizen, discussed sending the injured or sick workers to the Health Department.

Ewan Moore, a private citizen, discussed each department head having a credit card available for use.

Joey Marsh, County Coordinator, advised Mr. Ewan Moore that he had heard from the Health Department regarding his Wrights Creek garbage complaint and was informed that the Health Department has forwarded the complaint to DEP. Mr. Marsh said he was also advised that burying garbage in a wet land is illegal and will be investigated.

Chairman Powell presented the Road Department Work Order Call-In Procedure to ensure that all needed information is obtained in order to handle the citizen's request. Chairman Powell also discussed the procedure to ensure all parties are notified of the request.

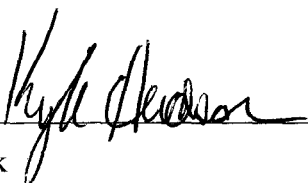
(Procedure)

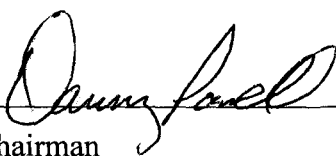
Commissioner Music requested milling or rocks to repair the wash out on Wrights Creek at the park on Highway 79. The County Coordinator and Special Road Projects Manager will determine best way to repair the wash.

Commissioner Sasnett stated that the County's citizens living on State highways pay taxes and he would like the County to help them with driveway repairs. County Attorney Brandon Young advised as to Florida Statutes. County Coordinator Joey Marsh advised that the State does not mind the County stepping in to help occasionally, but regular repairs on the State highways will require an additional 20 hours of training for the Road Department employees. Cliff Knauer, Dewberry Engineers, stated that the training classes are occasionally held at his office and that the County would just have to pay the registration fee for the course.

Joey Marsh, County Coordinator, discussed the use of the vibratory packer to drive bridge pylons.

There being no further business at this time the meeting was adjourned at 7:55 p.m.


Clerk


Chairman