

May 8, 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.

Brandon Young, County Attorney, was present.

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

Chairman Powell called the meeting to order at 9:00 a.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:

- 8-D) RFP for Tower Space Lease
- 8-E) LOGT Agreement
- 8-F) Indigent Death
- 9-A) Southride Lane
- 10-B) Grader Parts
- 10-C) Cody Taylor Lane Millage

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

Rod Adams, Melvin Engineering, presented a \$6,000 quote from Anderson Columbia to construct an asphalt helicopter pad on Tobe Retherford Road. DOT has ruled that this is not an allowable expense for the surplus funds from paving the road. Discussion included the different materials that could be used to construct the pad, the need for the landing zone and the expected completion date for paving the road. Steve Connell, EMS Director, and Cliff Crews, Gritney Fire Department, discussed this matter. A decision was tabled until later in the meeting to attempt to find funds available for the project.

(Quote)

Commissioner Music offered a motion to adopt the April 24, 2018 Workshop and April 24, 2018 Regular Session minutes with Commissioner Sasnett offering a second. The motion passed unanimously.

Wendy Mayo, Emergency Management Director, presented the State Retrofit Grant Agreement for approval. Ms. Mayo advised this agreement will require the County to front the costs for a shelter retrofit project at the Bonifay K8 School which will be fully reimbursed by the grant. The agreement requires completion of the project by a 09/30/2019 deadline. Commissioner Music offered a motion to execute the agreement with Commissioner Sasnett offering a second. The motion passed unanimously.

(Agreement)

John Whittington, DOT Project Manager, presented Resolution 18-07 and a Project Agreement allowing DOT to act on the County's behalf to replace the bridge on Pleasant Ridge Road over Otter Creek. Commissioner Sasnett offered a motion to adopt Resolution 18-07 with Commissioner Locke offering a second. The motion passed unanimously. Commissioner Locke offered a motion to execute the agreement with Commissioner Erickson offering a second. The motion passed unanimously.

(Resolution & Agreement)

Hayes Griffin, DOT Project Manager, presented Resolution 18-09 and a Project Agreement allowing DOT to act on the County's behalf to replace the bridge on Joe White Road. Mr. Griffin also presented Resolution 18-08 to allow for the temporary closure of the road during construction of the bridge. Commissioner Sasnett offered a motion to adopt Resolution 18-08 with Commissioner Locke offering a second. The motion passed unanimously. Commissioner Erickson offered a motion to adopt Resolution 18-09 with Commissioner Locke offering a second. The motion passed unanimously. Commissioner Locke offered a motion to execute the agreement with Commissioner Music offering a second. The motion passed unanimously.

(Resolutions & Agreement)

Cliff Knauer, Dewberry Preble-Rish Engineering, advised that DOT has approved the 181C paving project and that the next step will be negotiating with the contractor to get the project within budget. Discussion included ways to cut costs from the project. Mr. Knauer stated that the Notice of Award, Agreement and Change Order should be presented at the next meeting.

Cliff Knauer, Dewberry Preble-Rish Engineering, advised that he is still meeting with property owners on Bonifay Chipley Road and Bonifay Gritney Road and has changed the alignment in some areas per the owners' request.

Cliff Knauer, Dewberry Preble-Rish Engineering, advised that the Southridge and Sun Lake Road projects are proceeding as expected.

Cliff Knauer, Dewberry Preble-Rish Engineering, advised that renovating the boat ramp at Highway 2 on the Choctawhatchee River is part of a joint project with the Water Management District using vessel registration money as a match. Discussion including the planned renovations to the boat ramp and the need for DEP permits.

Hannah Benton, Board Secretary, stated that she had consulted with the Finance Department to attempt to locate funds for the helicopter pad on Tobe Retherford Road and was advised that, due to budget constraints, there are no funds available at this time. Discussion included finding funds in the next budget cycle, placing landing pads in other locations in the County and finding grants for the project.

Brandon Young, County Attorney, stated that the updated Policy and Procedures Manual will be available for review by Friday. He will present the revised manual for approval at the next meeting.

Brandon Young, County Attorney, advised that he had reviewed the variance request from Lonnie Hicks based on the extra costs involved in placing a mobile home on his property which FEMA has declared a flood zone. Mr. Young stated that the County has adopted Ordinances 17-02 and 18-01 to provide regulations for the flood plain and that, based on these regulations, a financial hardship is not a basis to grant a variance. Mr. Young advised that while the Board has the authority to grant a variance it will put the flood insurance premiums for the County's policy holders at risk. Roger Williams, Building Inspector and Flood Plain Manager, Lonnie Hicks and Randall Baker discussed the regulations and available options. The Board requested that Alyssa Pettis, Dewberry/Preble-Rish Engineering, look at the property to determine if a water flow study would allow permits that would make issuing a variance unnecessary.

Brandon Young, County Attorney, opened the RFQ 18-03 bid packets for the FEMA engineering services. The following firms submitted bid packets:

- Southeastern Consulting Engineers, Inc. from Wewahitchka, Florida
- Dewberry Engineers, Inc. from Santa Rosa Beach, Florida
- Alday-Howell Engineering, Inc. from Marianna, Florida
- Melvin Engineering from Marianna, Florida
- Smith Seckman Reid, Inc. of Crestview, Florida

Commissioner Music offered a motion to accept the bid packet from Smith Seckman Reid, Inc., which arrived three minutes past the bid deadline. Commissioner Locke offered a second and the motion passed unanimously. A Special Session is scheduled for May 29th at 4:00 p.m. to rank and award the bids.

Brandon Young, County Attorney, advised that no bids were received for the tower space lease RFP and that he had received feedback that the wording on the RFP was too restrictive for small businesses. The Board directed Mr. Young to re-work the RFP to lessen the restrictions and present it at the next meeting.

Brandon Young, County Attorney, stated that upon notifying the State that the LOGT agreement will be revised he was directed to send the amended agreement to the State by the October 1st deadline. Mr. Young requested a meeting to have all the municipalities present to sign one master copy of the revised LOGT agreement. A Special Session is scheduled for June 26th at 5:00 p.m.

Brandon Young, County Attorney, advised that Kent Funeral Home needs authorization to cremate the body of Donald Ellis who died indigent. Discussion included the need for a resolution to streamline this process. Commissioner Erickson offered a motion to authorize Kent Funeral Home to cremate the body of Donald Ellis with Commissioner Sasnett offering a second. The motion passed unanimously.

(Authorization)

Lonnie Hicks further discussed his variance request and requested information as to how the new Dollar General in Caryville was able to obtain building permits when the place has been proven to flood.

Albert Jordan, Special Road Projects Manager, gave an update on the work completed on Southride Lane advising that the underground power poles have been moved and that he is meeting with the engineer to review the culvert placement at the end of the road. Mr. Jordan presented a request from Southride Lane property owner Mike Dean that the County reimburse him for a tree that was moved from the right-of-way. Commissioner Erickson offered a motion to pay \$100 to Mike Dean from the Road Department contingency fund for the damaged tree. Commissioner Sasnett offered a second and the motion passed unanimously.

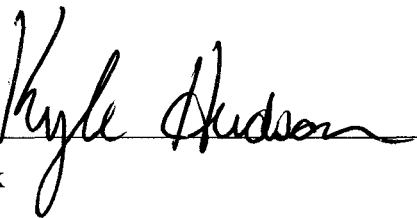
Albert Jordan, Special Road Projects Manager, stated that the engineer is setting up meetings with the property owners on Southride Lane to present estimates for paving their driveways.


Commissioner Erickson discussed attending the Florida Association of Counties (FAC) Annual Conference being held on June 26th through June 29th in Orlando with County Coordinator Joey Marsh. The matter was tabled until the next meeting for the Board Secretary to check Mr. Marsh's schedule and find available funds to attend the conference.

Commissioner Sasnett discussed finding used parts or making parts needed for the Cat Grader from local dealers or machine shops. Discussion included that this would be for parts not under warranty and that a grader is down three to four weeks when it is sent to the Cat dealership. Shop Foreman Olivia Miller is to look into the most efficient and economical options for the Cat grader parts.

Commissioner Music presented a request from the property owners on Cody Taylor Lane to split the cost of a half mile of milling with the County. Commissioner Music offered a motion for the County to pay half of the \$4,374 cost for 486 tons of milling with two property owners on Cody Taylor Lane to pay the balance. Commissioner Locke offered a second and the motion passed unanimously. County Attorney Brandon Young will have the agreement ready for signatures on Friday.

There being no further business at this time the meeting was adjourned at 10:47 a.m.


Clerk


Chairman