

November 28, 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.

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

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

Chairman Erickson called the meeting to order at 6:00 p.m. EMS Director Steve Connell led the prayer and pledge.

Chairman Erickson announced it was time to elect a Chairman and Vice Chairman for the upcoming twelve (12) month period. Commissioner Sasnett offered a motion for Commissioner Powell to serve as Chairman. Commissioner Music offered a second and the motion passed unanimously. Commissioner Sasnett offered a motion for Commissioner Music to serve as Vice Chairman with Commissioner Locke offering a second. The motion passed unanimously.

Chairman Powell stated that the Commissioner assignments for the upcoming twelve (12) month period must be determined. Commissioner Locke offered a motion to keep all appointments the same apart from moving Chairman Powell to the Holmes County Development Commission. Commissioner Music offered a second and the motion passed unanimously.

(Commissioner Assignments)

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

- 6-H) Vibratory Packer/Plate Compactor for Excavator
- 8-B) CR 181C

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

Commissioner Erickson offered a motion to adopt the November 14, 2017 Workshop and November 14, 2017 Regular Session minutes. Commissioner Locke offered a second and the motion passed unanimously.

Joey Marsh, Acting County Coordinator, presented the storage tank liability insurance policy renewal from AIG stating that the terms were the same as the previous year. Commissioner Locke offered a motion to renew the policy with Commissioner Music offering a second. The motion passed unanimously.

(Insurance Policy)

Joey Marsh, Acting County Coordinator, presented the 2016-2017 Budget Amendments to reflect changes that occurred throughout the fiscal year. Commissioner Music offered a motion to adopt the amendments with Commissioner Locke offering a second. The motion passed unanimously.

(Budget Amendment #2)

Joey Marsh, Acting County Coordinator, read Resolution 17-18 authorizing the Chairman to execute the DOT agreement for financial assistance for the CR-162 project. Commissioner Music offered a motion to adopt the resolution with Commissioner Sasnett offering a second. The motion passed unanimously.

(Resolution 17-18)

Joey Marsh, Acting County Coordinator, read Resolution 17-19 authorizing the Chairman to execute the DOT agreement for financial assistance for paving the Bonifay Chipley Road. Commissioner Music offered a motion to adopt the resolution with Commissioner Locke offering a second. The motion passed unanimously.

(Resolution 17-19)

Joey Marsh, Acting County Coordinator, read Resolution 17-20 authorizing the Chairman to execute the DOT agreement for financial assistance for paving the Bonifay Gritney Road. Commissioner Music offered a motion to adopt the resolution with Commissioner Sasnett offering a second. The motion passed unanimously.

(Resolution 17-20)

Joey Marsh, Acting County Coordinator, read Resolution 17-21 allowing that Opportunity Florida will be the designated disbursement agent for the \$1,000,000 in appropriated funds for the initial phase of the Hwy 79 Corridor Authority activation and construction. Commissioner Music offered a motion to adopt the resolution with Commissioner Locke offering a second. The motion passed unanimously.

(Resolution 17-21)

Joey Marsh, Acting County Coordinator, advised that the only bid received for the County's janitorial services was from Global Maintenance and Cleaning Services with a quote of \$3,029.00 monthly for a total of \$36,348.00 annually. Mr. Marsh stated that the current cleaning service, Interstate Commercial Services, did not

enter a bid but wished to execute the option to extend their contract for one year. Interstate will increase their current monthly fee by \$585.00 to include janitorial services for the library for a total of \$32,172.00 annually.

Discussion included the following:

- Library's budget for janitorial services
- Quality of work from current cleaning company
- Hiring an individual for the County's janitorial services

The following citizens discussed this matter:

- Susan Harris, Librarian
- Clifton Crews

This matter is tabled until the next session in order to negotiate the cost of service with Interstate Commercial Services.

Joey Marsh, Acting County Coordinator, announced that no bids were received for a Vibratory Packer/Plate Compactor. Mr. Marsh advised that the Shop foreman searched for the device and received a quote from Ransom Equipment in the amount of \$10,975.00 which is within budget. Commissioner Locke offered a motion to purchase the bridge pile driver from Ransom Equipment with Commissioner Erickson offering a second. The motion passed unanimously.

Cliff Knauer, Dewberry/Preble-Rish Engineers, stated that reducing the CR 181C paving project to the three miles from SR 90 to Old Mt Zion Road revised the cost of the project to \$1,096,047.85. Mr. Knauer requested that, contingent on approval from DOT, the bid be awarded once again to C.W. Roberts under the revised scope of work and projected cost. Commissioner Music offered a motion to award the bid to C.W. Roberts with Commissioner Sasnett offering a second. The motion passed unanimously.

Rod Adams, Melvin Engineering, presented the agreement for engineering services for the CR 162 paving project. Commissioner Music offered a motion to accept the agreement with Commissioner Locke offering a second. The motion passed unanimously.

(Agreement)

Commissioner Sasnett discussed the possibility of a future paving project for CR 179.

Rod Adams, Melvin Engineering, advised that the final inspection of CR 181 and CR 183 should be completed within two weeks.

Rod Adams, Melvin Engineering, stated that West Florida Electric is in the process of relocating the power poles on Deacon Road and the dirt work should begin soon.

Albert Jordan, Special Road Projects Manager, advised that the Animal Control officer has been called out at night and requested clarification on how to handle the officer's extra work hours. Discussion included the need for a job description and reviewing the ordinance for this position to determine the scope of his job duties. The Board advised Mr. Jordan that the County Coordinator would determine how the officer's work hours should be managed.

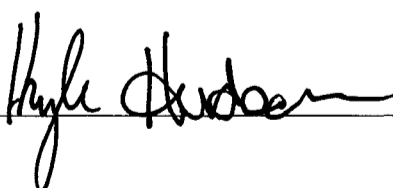
Commissioner Erickson inquired as to whether FEMA funds were available to pave the portion of Tobe Retherford Road not covered in the DOT agreement. Joey Marsh, FEMA Director, advised as to the projected date that alternative procedures will commence and the possibility of chip sealing the portion of the road that property owners will not agree to have paved.

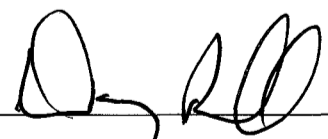
Joey Marsh, FEMA Director, discussed the new procurement policy and setting a meeting to update the County's policies and procedures.

Commissioner Erickson stated that failure to renew the leases on the Kenworth trucks could result in lost positions and that should be kept in consideration when this matter is discussed at the December 12th workshop.

Commissioner Sasnett requested road signs for the work being done on Northride and Southride Lanes. Albert Jordan stated that the Shop is making an additional eight signs that he will ensure are in place.

There being no further business at this time the meeting was adjourned at 6:57 p.m.


Clerk


Chairman