

July 19, 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.

Leigh Ann Ennis, 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 item of business was Agenda Additions and Deletions. The following item was added:

- Commissioner Item Project Graduation

The following items were deleted:

- County Attorney Resolution #22-18
- Commissioner Item Noma Road Quotes

Commissioner Music offered the motion to accept the amended agenda. Commissioner Newsom offered the second and the motion passed unanimously.

Commissioner Music offered the motion to adopt the minutes from the July 5, 2022, Regular Session. Commissioner Newsom offered the second and the motion passed unanimously.

Project Director David Corbin presented Roger Williams, Road Department Mechanic, with the July Employee of the Month certificate of recognition. Mr. Corbin praised Mr. Williams for consistently going above and beyond for the County and his fellow employees.

Chairman Stafford opened the public hearing for Ordinance SSA-2022-04, Property Rights Element, being read for the second time in public and also previously voted on by the Board. John Feeney, Contracted Planner, read the ordinance. No public discussion or concerns were heard.

(Ordinance SSA-2022-04)

John Feeney, Contracted Planner, presented Ordinance SSA-2022-02, a Small Scale Future Land Use Amendment, for parcel 0925.04-000-000-019.000. He explained that the land use change for this 1.91-acre parcel would be from "Rural Residential" to "Urban Mixed Use" to be used for an auto sales business. Mr. Feeney advised that this is the first of the two public hearings required before the ordinance can be adopted. No public discussion or concerns were heard.

(Project Summary for Ordinance SSA-2022-02)

John Feeney, Contracted Planner, presented Ordinance SSA-2022-03, a Small Scale Future Land Use Amendment, for parcel 0935.00-000-000-011.200. He explained that the 0.57-acre parcel would change from "Rural residential" to "Urban Mixed Use" to be used for an auto sales business. Mr. Feeney advised that this is

the first of the two public hearings required before the ordinance can be adopted. No public discussion or concerns were heard.

(Project Summary for Ordinance SSA-2022-03)

Joe Rone, Holmes County Development Commission, stated that the Planning Commission has unanimously approved the land use changes presented by Mr. Feeney.

Joe Rone, Holmes County Development Commission, presented Resolution 22-21 approving an application for a DEO Community Development Block Grant in the sum of approximately \$3,300,000.00 to assist with infrastructure improvements for Project Gateway. Mr. Rone explained that he advertised for today's public hearing incorrectly, advertising the meeting for 6:00 p.m. rather than 9:00 a.m. Mr. Rone requested the Board reconvene at 6:00 p.m. to allow for input from citizens. Commissioner Erickson offered a motion to adopt Resolution 22-21 contingent upon any public input at the 6:00 p.m. public hearing. Commissioner Music offered the second and the motion passed unanimously.

(Resolution 22-21)

Commissioner Music offered a motion to close the public hearings and Commissioner Newsom offered the second. The motion passed unanimously.

Commissioner Erickson offered a motion to adopt Ordinance SSA-22-04. Commissioner Newsom offered the second and the motion passed unanimously.

Commissioner Erickson offered the motion to approve the first public hearing for Ordinance SSA-2022-02. Commissioner Newsom offered the second and the motion passed unanimously.

Commissioner Erickson offered the motion to approve the first public hearing for Ordinance SSA-2022-03. Commissioner Newsom offered the second and the motion passed unanimously.

Joe Rone, Holmes County Development Commission, presented Resolution #22-17 for Board approval. Nate Nolan, County Attorney, read the resolution. Mr. Rone explained that the resolution refers to a grant that Mr. Bob Jones, CDBG Grant Administrator, had previously discussed for housing rehabilitation and replacement assistance. Mr. Rone explained that the resolution is a necessary part of the application and the deadline is approaching. Commissioner Music offered the motion to approve Resolution #22-17. Commissioner Newsom offered the second and the motion passed unanimously.

(Resolution #22-17)

Angie Purvee, Finance Director, requested the Board schedule a Special Session prior to August 2, 2022, to set the 2022-2023 proposed millage rate and schedule the Tentative Budget Hearing. Ms. Purvee explained

that the School Board must convene first then the Board. The Board agreed by consensus to hold the Special Session on Tuesday, August 2, 2022, at 5:00 p.m. prior to the Regular Session scheduled for that day.

The agenda item for the LHAP update from Emerald Coast Regional Council was deleted.

Adrienne Owen, Emergency Management Director, presented the 2022-2023 State Funded Grant Agreement for Hazzard Analysis (HA). Ms. Owen explained that the grant requires the Sheriff's signature and that she was seeking Board approval for the Sheriff to execute the agreement. Commissioner Erickson offered the motion granting the Sheriff approval to execute the State Funded Grant Agreement. Commissioner Music offered the second and the motion passed unanimously.

(Agreement)

Ken Moneghan, Florida Association of Counties, discussed how the Florida Association of Counties can assist the County with property and liability insurance coverage. Mr. Moneghan discussed insurance coverages, how the County would go about changing coverages, including the need for a resolution to notify the current provider of the intent to seek bids for alternate coverage. Commissioner Erickson offered the motion to put insurance coverage out for RFP. Commissioner Newsom offered the second and the motion passed unanimously.

David Corbin, Project Director, presented a sublease agreement from the Holmes Creek Soil and Water Conservation District for the office space at 703 Hwy 90 E., Bonifay Fl 32425. Mr. Corbin explained that this is the lease for the 2022-2023 year, and that either party may terminate the lease with 90 days' notice. He also stated that the agreed upon amount of \$650.00 per month with \$575.00 attributed to rent and \$75.00 for utilities, internet, printer/copier services and cleaning expense. Commissioner Erickson offered the motion to enter into the sublease agreement with the Holmes Creek Soil and Water Conservation District and allow the Chairman to sign the agreement. Commissioner Newsom offered the second and the motion passed unanimously.

(Agreement)

Traci Corbin, Washington/Holmes County Health Department, provided the Board with the following Health Department update:

- Women's Health Services have been expanded by hiring a Women's Health Nurse Practitioner
- Air Conditioner units at the County Health Department have been serviced and will continue to be cared for in a manner that will maximize the life of each unit, however there are a few older units that may need replaced in the next few years
- COVID testing is still being provided by appointment
- Appreciation was expressed for County employees and their willingness to help any time they are called upon

Jennifer Green, Liberty Partners, presented an American Rescue Plan Act (ARPA) update, including projects that are currently listed as ARPA projects but will now be funded by State Appropriations funding. Ms.

Green provided clarification as to what projects have been completed, what projects will be taken care of with Appropriations funds, and what projects remain on the ARPA list and can be funded with ARPA funds. She also explained that \$1,700,000.00 of funds currently listed as “ARPA Funds” could be used to balance the budget for the 2022-2023 Budget year. Commissioner Good offered the motion to reduce” item A” to \$125,000.00, and direct Liberty Partners to work with the Clerk’s office to transfer \$1,700,000.00 of ARPA funds into the 2022-2023 Budget following ARPA guidelines for appropriate use. Commissioner Music offered the second and the motion passed unanimously.

(Memorandum and Funding Requests)

The Board recessed at 9:54 a.m.

The session resumed at 10:10 a.m.

Cliff Knauer, Dewberry Engineering, discussed roads in District 2 with erosion issues occurring between the edge of the asphalt and the rip rap in the ditch. Mr. Knauer suggested using a product called an “Earth Blanket” to prevent erosion in these areas. He explained that seeding grass under and on top of the material will aid in erosion control as well as holding the material in place. Mr. Knauer presented a quote for two pieces of the mat and the pins to hold them in place totaling \$586.00 and suggested using the product in the worst areas of erosion.

(Quote)

Cliff Knauer, Dewberry Engineering, discussed his recommendations for Sod Road improvements. Mr. Knauer explained that building up the worst section of Sod Road, measuring approximately 900 feet, with three to four inches of sand-clay mixture topped with “57 stone” would be best but “57 stone” is scarce and may not be available. Using “Crush and Run” stone was also discussed as an option and it was noted that the quality of “Crush and Run” varies from pit to pit. Commissioner Newsom offered a motion to move \$2,200.00 from the District 1 road materials budget to the District 5 road materials budget to pay for the improvements to Sod Road. Commissioner Music offered the second and the motion passed unanimously.

Cliff Knauer, Dewberry Engineering, reported that the bids for Hwy 181C will be in prior to the next meeting and will need to be placed on the agenda for the August 2, 2022 Regular Session.

Cliff Knauer, Dewberry Engineering, reported that all the RFPs for the fencing projects on Bonifay/Gritney Road Phase 2 and Bonifay/Chipley Road should be advertised before the next regular session.

David Melvin, Melvin Engineering, discussed updates to the Rural Infrastructure Grant Funds available this year, while providing history of previous grant funding. Mr. Melvin explained that extra funding is available this year and that Melvin Engineering will work with Joe Rone, Development Commission, to target projects with the greatest likelihood to receive funding.

Nathan Nolan, County Attorney, presented the proposed Solid Waste Franchise Agreement that would be sent to all garbage franchise businesses within the County. Discussion included changing some of the requirements on the agreement. Commissioner Erickson offered a motion approving the franchise agreement without changing any of the terms. Commissioner Newsom offered the second and the motion passed unanimously.

(Agreement)

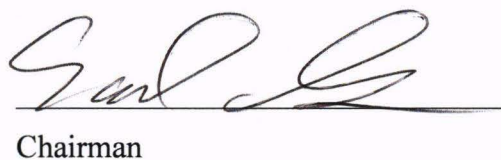
Nathan Nolan, County Attorney, presented the MOT Training Agreement for County employees who have been employed by the County for at least six months. Mr. Nolan discussed the length of the training being 16 hours, and the cost for training is \$245.00 per person. He also emphasized that it is a transferable certification and if the employee were to terminate his employment with the County, then the employee is responsible for reimbursing the County for the cost of the training. Commissioner Erickson offered the motion to approve the MOT Training Agreement. Commissioner Newsom offered the second and the motion passed unanimously.

(Agreement)

Commissioner Erickson discussed a request from the Project Graduation committee to use the shipping docks at the old Ag Center from mid-September until the first week of November for the annual project graduation fundraiser. Erica Hewitt, Project Graduation, discussed the fundraising options that had been previously utilized as well as past locations that have hosted the annual fundraiser. Further discussion involved the need for proof of liability insurance for the event. Commissioner Erickson offered the motion to approve the request, allowing Project Graduation to use the shipping docks at the old Ag Center for their annual fund raiser. Commissioner Newsom offered the second and the motion passed unanimously.

Having no further business at this time, Commissioner Newsom offered the motion to adjourn and move into the Workshop Session. Commissioner Music offered the second and the meeting was adjourned at 10:30 a.m.


Clerk


Chairman