

May 4, 2021
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, Jeff Good, Brandon Newsom, Phillip Music and Commissioner Earl Stafford, Chairman of the Board.

Brandon Young, County Attorney, and David Corbin, Project Director, were also present.

Leigh Ann Ennis, Deputy Clerk, was present and kept the minutes.

Chairman Stafford called the meeting to order at 6:00 p.m. David Corbin, Project Director, led the prayer and pledge.

The following items were added prior to adopting the Agenda:

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| • County Coordinator | Letter to Marco Rubio |
| • County Coordinator | SHIP Exception |
| • County Coordinator | Update on Planner |

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 April 6, 2021 Regular Session. Commissioner Newsom offered the second and the motion passed unanimously.

Kenneth McClain, private citizen, discussed the paving of Bonifay Chipley Road. David Corbin, Project Director, stated that a new agreement with DOT needed to be signed. DOT will be adding funds to the project and paving will begin when all appropriate paperwork has been issued.

Kevin Smith, private citizen, presented the packet of information prepared by the Planner. Mr. Smith requested the Board vote on the proposed land use change as the Planning Commission did not vote on the change nor did they provide an explanation. David Corbin, Project Director, will contact the Planning Commission to determine how they plan to proceed with Mr. Smith's request and report back to the Board.

(Planning Packet)

Brandon Young, County Attorney, on behalf of Life Management, presented a proclamation declaring May 2021 as Mental Health Awareness Month. Commissioner Music offered a motion to declare May 2021 as Mental Health Awareness Month. Commissioner Good offered the second and the motion passed unanimously.

(Proclamation)

David Corbin, Project Director discussed the Planning Board vacancy for District 3. Commissioner Music offered a motion appointing Aubrey Serpas to the Planning Commission representing District 3. Commissioner Erickson offered the second and the motion passed unanimously.

Brandon Young, County Attorney, discussed the Francis Moore, Minor Development as previously approved by the Planning Commission. Commissioner Erickson offered the motion to approve the project. Commissioner Music offered the second and the motion passed unanimously.

(Project Summary)

Beck Marsh, Library Director, discussed the "Touch a Truck" event on June 11, 2021 from 9:00 a.m. to 12:00 p.m. Commissioner Music offered a motion granting permission to allow the event. Commissioner Newsom offered the second and the motion passed unanimously.

Jenny Williams, private citizen, discussed drainage issues as well as recent flooding problems in the Northdale Subdivision. Numerous residents of the subdivision were present. Discussion included:

- The drainage ditches are not allowing water to drain out of the subdivision
- Ditch depth and culvert height may contribute to issues rather than alleviate them
- A topographic survey is needed
- The County Engineers should go to Northdale Subdivision to determine possible solutions

David Corbin, Project Director, will contact DOT to determine if they can be of any assistance and he will also meet with Engineers from both Dewberry and Melvin Engineering to determine how the County could proceed.

(Pictures & Map)

Brittany Brown, private citizen, discussed the proposed closure of Case Brown Road. Brandon Young, County Attorney, explained the process for a citizen to request a road closure. Ms. Brown expressed that she understood the process. Commissioner Erickson offered a motion to follow through with the public notice based upon Ms. Brown's intent to follow through with filing for road closure. Commissioner Music offered the second and the motion passed unanimously.

(Map)

Commissioner Erickson discussed the need to re-bid the insulation and hot water heater improvements for the jail as the obtained bids exceeded the Jail Appropriations Grant budget allowance. Commissioner Erickson offered a motion to decline the previous bids for insulation and a hot water heater and to re-bid the needed insulation and hot water heater, without installation included. Commissioner Good offered the second and the motion passed unanimously.

Adrienne Owen, Emergency Management Director, presented Resolution #21-11, requesting the LMS five year plan be approved by the Board. Commissioner Newsom offered the motion to adopt the LMS Plan by Resolution #21-11. Commissioner Music offered the second and the motion passed unanimously.

(Resolution #21-11)

Brandon Young, County Attorney, presented a thank you letter from Mr. Don Smith, recognizing the Board, the Board Office Staff, and the Planning Commission for their assistance in a variety of business matters that Mr. Smith has recently conducted with the County.

(Letter)

Joe Rone, Planning Commission, presented a letter to Senator Marco Rubio in regards to Community Planning Technical Assistance Grants. Commissioner Newsom offered the motion allowing the letter to be sent to Senator Rubio requesting Grant assistance. Commissioner Music offered the second and the motion passed unanimously.

(Letter)

Garrett Griffin, Emerald Coast Regional Council, presented Resolution #21-10 requesting the Board increase the Rehabilitation Housing Strategy maximum funding limit from \$35,000.00 to \$40,000.00 for the SHIP project located at 110 Midway St., Bonifay, FL 32425 due to the need for extensive plumbing repairs under the house. Commissioner Music offered the motion to approve the exception by Resolution #21-10 with Commissioner Newsom offering the second. The motion passed unanimously.

(Resolution #21-10)

David Corbin, Project Director, presented a resignation letter from the County's Contracted Planner, Rick Pettis. Mr. Pettis felt that his employment with Melvin Engineering would lead to potential conflicts of interest. Commissioner Erickson offered a motion to put a Planner on retainer and continue with the funds allotted for contracted planning services. Commissioner Newsom offered the second and the motion passed unanimously.

(Letter)

Bob Stinebaugh, Integrity Group, discussed:

- The permits for the FEMA Alternative Procedures Roads has not been approved
- Multiple changes of FEMA personnel is causing delays in Hurricane Sally damage assessment
- Hurricane Michael funding does not have restrictions for use as the specific funds inquired about are reimbursements for funds spent by the County
- A Special Session was set of Tuesday, May 11, 2021 at 6:00 p.m. to discuss FEMA work

Cliff Knauer, Dewberry Engineering, presented the Dunn Community Grant application as a funding source for repairs and updates to the Bonifay Multipurpose Recreation Complex. Mr. Knauer explained that the grant application is being submitted as a joint project between the City of Bonifay and the County with the City paying for the survey and the County providing a resolution in support of the project. Commissioner Erickson offered a motion granting Chairman Stafford permission to execute Resolution #21-12 supporting the Bonifay Multipurpose and Recreational Center Rehabilitation jointly by the City of Bonifay and the County. Commissioner Newsom offered the second and the motion passed unanimously.

(Grant Application & Resolution #21-12)

Cliff Knauer, Dewberry Engineering, discussed:

- Putting together an Alternative Procedures Roads bid package for “Rip Rap” after speaking with Albert Jordan, Special Road Projects Manager and Joseph Hedlund, District 3 Road Foreman
- MC Carnley Road boundary survey will be done Friday (5/7/2021) or Monday (5/11/2021)
- There are two land owners affected by the Baker’s Landing Road survey therefore a legal and sketch will be prepared for each
- The need for a conference call with DEP for Bonifay Chipley Road permits
- The need for a letter from the Board to DOT to outline a schedule for permitting and construction after DEP provides insight to the permitting timeline
- The possibility of the District 2 dirt pit being “grandfathered in” to the FEMA pit permitting requirements
- Changes to the alignment of the Bonifay Gritney Road Project, Phase 2 are being ironed out with landowners prior to submitting permit applications to DEP
- The proper procedure for paying plat review fees as per Florida statute is the County pays for the plat review and the County invoices the developer

Commissioner Erickson offered the motion to pay the invoice for the Wright’s Creek Subdivision plat review invoice out of Board Contingencies. Commissioner Newsom offered the second and the motion passed unanimously.

Rod Adams, Melvin Engineering, discussed:

- The Highway 179 resurfacing project preconstruction meeting was held April 20, 2021 and the projected start date is May 17, 2021
- Bonifay Gritney Road, Phase 1 paving is finished, the sod is being installed this week and striping is scheduled next week
- Permitting applications for Hathaway Mill, Old Mill, Valee, Sandpath and Peak roads have been submitted to the Water Management District as well as DEP
- Oak Grove Church Road and Coursey Road permit applications will be finished by the end of the week
- To alleviate the drainage issue on Happy Hollow Road concrete or slope improvements plus “rip rap” will likely be necessary
- Northdale Subdivision will likely need a drainage study and possibly a past drainage study is available from Dewberry Engineering

Brandon Young, County Attorney, presented a letter from Ms. Brenda Thrush, private citizen, asking if the County is interested in a river camp property identified as parcel 1334.07-001-002-245.000. The Board was not interested in taking possession of the property.

(Letter)

Glenn Little, Barnes Insurance, reported that the health insurance bid specifications and bid announcement would be published Friday, May 7, 2021. Mr. Barnes explained that recommendations would be ready for the Board at the end of June or the beginning of July.

Commissioner Erickson proposed purchasing one t-shirt for each County employee that is required to wear safety style clothing which can be worn during exceptionally hot weather as the current uniform shirt material is a thick, sturdy material. The employees will also be provided with information about where to purchase additional t-shirts that meet safety requirements and County designation. Commissioner Erickson offered a motion to purchase one t-shirt per Road and Bridge Department employee from C & C Designs, as these t-shirts follow County uniform guidelines, and use Road Department Contingencies Funds to pay the \$690.00 cost for the shirts. Commissioner Good offered the second and the motion passed unanimously.


(Photo & Invoice)

Commissioner Erickson discussed the Deacon Road hunting lease explaining that the gentleman leasing the property had reached out in response to a letter from the County Attorney cancelling the lease agreement. Commissioner Erickson stated that in lieu of a refund of three months of lease payments the lessee would like to hunt the land after the timber is removed. Brandon Young, County Attorney, will contact the lessee to negotiate the terms of a possible secondary lease option.

Commissioner Newsom discussed allocating a truck to Emergency Management as a "storm response" vehicle. David Corbin, Project Director, will meet with Emergency Management staff and determine needs and an appropriate vehicle.

There being no further business at this time, the meeting was adjourned at 8:25 p.m.


Clerk


Chairman