

November 20, 2018
Special Session
Bonifay, Florida

The Holmes County Board of Commissioners met in a Special Session on the above date with the following members present: Commissioner Brandon Newsom, Commissioner Clint Erickson, Commissioner Bobby Sasnett, Commissioner Earl Stafford and Commissioner Phillip Music, Vice-Chairman of the Board.

Brandon Young, County Attorney, was present.

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

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

Attorney Brandon Young led the swearing in ceremony of newly-elected Commissioners Earl Stafford and Brandon Newsom.

Vice-Chairman Music 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 Erickson to serve as Chairman. Commissioner Stafford offered a second and the motion passed unanimously. Commissioner Sasnett offered a motion for Commissioner Newsom to serve as Vice Chairman with Commissioner Music offering a second. The motion passed unanimously.

Chairman Erickson presented a proposed list of the Commissioner assignments for the upcoming twelve (12) month period for approval. Commissioner Sasnett offered a motion to accept the list of assignments with Commissioner Music offering a second. The motion passed unanimously.

(Commissioner Assignments)

Chairman Erickson presented a list assigning a Commissioner to oversee each department since the County Coordinator position is currently vacant. Commissioner Stafford offered a motion to accept the list of assigned departments with Commissioner Newsom offering a second. The motion passed unanimously.

(List)

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

- 9-B) County Coordinator Position
- 10-A) Mutual Aid Agreement with Walton County
- 10-B) Bonifay/Chipley Road
- 5-A) Coon Bottom Road

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

Cliff Knauer, Dewberry Engineers, Inc., presented the site plan for the proposed County Annex on the County's Deacon Road property. He stated that he needs the Board's approval in order to submit the plan for legislative appropriations by the December deadline. Discussion of this matter included the following:

- Cost estimate to build according to the site plan
- Option to submit only the administration building portion of the plan for appropriations
- All departments are included in the proposed plan except the Sheriff's Office and the Supervisor of Elections
- Possibility of changing the location of the annex
- Purchasing Bonifay Elementary School building for a possible annex
- Appropriations for construction versus renovation
- Adding the Sheriff's office request for a new jail pod to the submittal

The following citizen discussed this matter:

- Raymon Thomas, Development Commission

This matter is tabled until the November 27th Regular Session for County Attorney Brandon Young to get a written response from the School Board on the County's offer to purchase the school building.

(Site Plan & Cost Opinion)

Brandon Young, County Attorney, advised that contracting with a business for disaster recovery services in lieu of a FEMA director should go out for a request for proposal (RFP). Discussion of this matter included the following:

- RFP timeline for clarification and response with proposal due on January 8th
- Outstanding FEMA projects
- Using \$800,000 of FEMA funds restricted for administrative costs to pay for service
- Finding an in-house FEMA director
- Requirements to be listed in the RFP
- Scoring the proposals that are submitted

Commissioner Stafford offered a motion to advertise the RFP with the services to be paid from the FEMA funds restricted for administrative costs. Commissioner Music offered a second and the motion passed unanimously.

(RFP)

Brandon Young, County Attorney, advised that he will have the County Coordinator job description available at the November 27th Regular Session to discuss the future of the position.

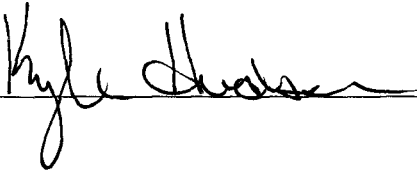
Commissioner Newsom expressed his desire to work out a mutual aid agreement with Walton County for them to provide an advanced lifesaving (ALS) team for the Sandy Creek area of Holmes County.

Commissioner Music discussed problems with a culvert on the Bonifay/Chipley Road at Stone Bridge. Albert Jordan, Special Road Projects Manager, will examine the culvert and see if replacing the culvert is part of the new design for the road.

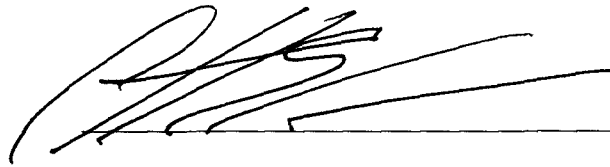
Commissioner Sasnett discussed the 55 loads of milling that the County received from Panama City that is currently sitting in the yard. Albert Jordan, Special Road Projects Manager, stated that the milling is going to be used on Coon Bottom Road and Rucker Lane.

Commissioner Stafford requested that all department heads receive a copy of the commissioners' assignments that was approved earlier in the meeting.

There being no further business at this time, the meeting was adjourned at 6:43 p.m.



Clerk



Chairman