

October 5, 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, Phillip Music, Brandon Newsom, 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 first agenda item was Agenda Additions and Deletions. The following items were added:

- Commissioner Item Hazzard Mitigation Hathaway Mill Rd
- Commissioner Item Ag Center Committee
- Commissioner Item Pineview, Cypress and Sweetgum Rds

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 accept the minutes from September 7, 2021, Regular Session., September 14, 2021, Special Session, and September 21, 2021, Regular Session. Commissioner Good offered the second and the motion passed unanimously.

Debbie Thayer, Emerald Coast Regional Council (ECRC), presented the 2021 Small Quantity Hazardous Waste Generator's Program Report and the renewal for the annual contract for this service. Ms. Thayer explained that 51 businesses participate in this program and ECRC was required to visit 20% of those 51 to formulate the annual report. The Board had no questions, but it was clarified that the \$4,000.00 fee charged for this service was accounted for in the 2021-22 budget. Commissioner Erickson offered the motion to renew the contract with ECRC to manage the Small Quantity Hazardous Waste Generator's Program. Commissioner Newsom offered the second and the motion passed unanimously.

(Report & Agreement)

Dee Dee Hinote, private citizen, discussed her private driveway washing out, making it impossible for an emergency vehicle to reach her home, as well as the water running off the driveway is damaging Grant Road. Ms. Hinote is requesting that the County repair her driveway to prevent further damage. Commissioner Erickson offered the motion to proceed contingent upon the recommendation of Cliff Knauer, Dewberry Engineering. Commissioner Good offered the second and the vote was as follows: Commissioners Erickson, Good, Music and Newsom: Yes; and Chairman Stafford: No. The motion passed.

Commissioner Erickson presented Amendment #2 to the Interlocal Agreement by and between the County and the Highway 79 Corridor Authority relating to the revenue sharing contribution for the fiscal

year 2021-22. Commissioner Erickson offered the motion to allow the Chairman to sign the agreement. Commissioner Music offered the second and the motion passed unanimously.

(Agreement)

David Corbin, Project Director, presented a cost estimate to reroof the Property Appraiser/Tax Collector's building. Discussion included:

- The roof is flat, and it is difficult to keep a flat roof from leaking
- The estimate presented is not a bid
- A new roof should not be flat
- More bathroom space in the building is also necessary

The Board agreed by consensus that Cliff Knauer, Dewberry Engineering, will look at the roof of Property Appraiser/Tax Collector's offices and report back to the Board.

(Estimate)

Bob Stinebaugh, Integrity Group, discussed of Courthouse Generator project included:

- The 25% grant match application discussed by Jim Riddell at the previous meeting has been submitted
- New bids for the project are needed

The Board tabled until the next meeting.

Bob Stinebaugh, Integrity Group, discussed the following Hurricane Sally items:

- Tanner Bridge project has been submitted for appeal
- District 4 and 5 roads are also being appealed
- Photos FEMA supplied of County roads are dated 2016 and are not representative of the condition of the roads prior to Hurricane Sally

Katie Taff, Liberty Partners, discussed submitting a grant application to build a Public Safety Facility that would benefit both EMS and the Sheriff's Department. Ms. Taff explained she would like to discuss this grant further with Steve Connell, EMS Director, and John Tate, Sheriff. Commissioner Newsom offered a motion allowing Liberty Partners to prepare the grant application with the help of the EMS Director and the Sheriff and then seek Board approval to submit the application. Commissioner Music offered the second and the motion passed unanimously.

Katie Taff, Liberty Partners, presented an update on American Rescue Plan Act through September 30, 2021. Discussion included:

- Total Balance in the ARPA interest bearing account: \$1,780,106.00
- Interim report was submitted August 30, 2021 with the next report due October 31, 2021
- Liberty Partners will present an analysis of funding request on October 19, 2021 at the Regular Session

- List of requests for ARPA funding

(Summary)

Cliff Knauer, Dewberry Engineering, advised that the Liberty School Road project is ready to submit for permitting, however with recent heavy rains, the creek has begun to correct the issue on its own. Mr. Knauer estimated that the project would cost approximately \$50,000.00 to \$60,000.00. The Board agreed by consensus to wait and see if the creek will self-correct it's route.

Cliff Knauer, Dewberry Engineering, presented a letter of proposal and Scope of Work Agreement for hourly CEI services, not to exceed \$44,500.00, on Bush, Steverson, Beall Packing, Bradley, Flowing Well and Hoover Mill Roads as part of the FEMA Alternate Procedures Roads, Phase 2 project. Mr. Knauer explained this is for inspection of quantity and placement of asphalt only. Commissioner Music offered the motion to allow the Chairman to sign the agreement with Dewberry Engineering for CEI services for the FEMA Alternate Procedures Roads project. Commissioner Erickson offered the second and the motion passed unanimously.

(Proposal & Agreement)

Rod Adams, Melvin Engineering, presented an update on the CR 179 resurfacing project explaining side drains went in this week and cross drains will go in next week. Mr. Adams is unsure of a projected completion date due to recent rains.

Rod Adams, Melvin Engineering, explained that the funding cycle for the grant applicable to Northdale Subdivision has opened and the application is almost complete.

Rod Adams, Melvin Engineering, presented Task Order 2021-3 covering CEI services for the following FEMA Alternate Procedures, Phase 2 roads: Valee, Old Mill, Peak, Sand Path, Hathaway Mill, Corsey and Oak Grove Church Roads. Mr. Adams explained that this inspection is for quantity and placement of asphalt only at an hourly rate and not to exceed \$57,519.00. Commissioner Newsom offered the motion to allow the chairman to sign the task order. Commissioner Good offered the second than the motion passed unanimously.

(Task Order)

Rod Adams, Melvin Engineering, presented a task order for CEI services for the CR 181 C project for a lump sum amount of \$80,041.50. Commissioner Newsom offered the motion to allow the chairman to sign the task order. Commissioner Music offered the second than the motion passed unanimously.

(Task Order)

Cliff Knauer, Dewberry Engineering, requested the Board choose a park for the Florida Recreation Development Assistance Program (FRDAP) grant. Mr. Knauer explained that this grant has been discussed previously and reminded the Board that it is a \$50,000.00 grant with no required match. Parks discussed included the park at Hurricane Creek and the park on Hwy 177A, close to Dogwood Lakes. Commissioner Good offered the motion to proceed with the grant application process contingent upon Mr. Knauer's determination of which park would be the most likely to be awarded the grant; furthermore, a resolution shall be drafted, adding this project to the County's Capital Improvement Plan (CIP). Commissioner Newsom offered the second and the motion passed unanimously.

Brandon Young, County Attorney, explained that he will meet with the County's contracted planner to discuss updating the County's comprehensive plan and then report back to the Board.

Brandon Young, County Attorney, reported that the RFP for land clearing services on the Deacon Road property should go out next week. Further update will be provided at the next regular session.

Brandon Young, County Attorney, discussed the loss of contact with the Dogwood Lakes boat ramp property owner. Mr. Young stated that the property owner has stopped responding to correspondence and he will provide an update at the next regular session as to what steps can be taken to re-establish contact.

Commissioner Erickson discussed a possible property buyout by FEMA for properties in the Hathaway Mill Road area that continue to flood. The Board agreed by consensus that Bob Stinebaugh, Integrity Group, should check with FEMA to determine how these property owners can start the buyout process.

Tim Parsons, Liberty Partners, discussed the Ag Center Committee meeting on September 29, 2021. Mr. Parsons explained that, to conduct business for the County regarding the Ag Center, the State requires a letter stating such. Commissioner offered the motion to allow the Chairman to sign the letter stating Liberty Partners is the official liaison between the Board and the Department of Agriculture and Consumer Services. Commissioner Music offered the second and the motion passed unanimously.

(Letter)

Commissioner Newsom discussed resurfacing Sweetgum Drive, Pineview Road and Cypress Road with each road being a separate project. Mr. Newsom explained that each project should cost less than \$30,000.00 therefor quotes can be obtained. Commissioner Newsom offered a motion to obtain three quotes for each resurfacing project, Sweetgum Drive, Pineview Road, and Cypress Road, as per County procurement policy. Commissioner Music Offered the second and the motion passed unanimously.

Commissioner Newsom discussed using up to \$75,000.00 of LOGT funds for the three road resurfacing projects listed above. Commissioner Erickson offered a motion to place a \$75,000.00 cap on

the use of LOGT funds available for the resurfacing of Sweetgum Drive, Pineview Road and Cypress Road. Commissioner Newsom offered the second and the motion passed unanimously.

There being no further business at this time, the meeting was adjourned at 7:30 p.m.



Clerk



Chairman