

September 6, 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.

Angie Purvee, Finance Director, 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 item of business was Agenda Additions and Deletions. The following changes were made to the agenda:

- Agenda Item J: Medicaid – deleted
- County Coordinator Item C: Cypress Lane – added
- County Coordinator Item D: Interstate Commercial Services – added
- County Coordinator Item E: Plaque Presentation – added
- Liberty Partners Item C: Resolution 22-30
- Liberty Partners Item D: Resolution 22-31
- Planner Items

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 August 16, 2022 Workshop, the August 16, 2022 Regular Session and the August 24, 2022 Special Session. Commissioner Newsom offered the second and the motion passed unanimously.

May Balint, Panhandle Public Library Cooperative System (PPLCS) Administrator, presented the 2022-23 State Aid Grant Agreement between the State and the County. She advised that the grant funds consist of payment toward the Holmes County Library's operating expenses plus an equalization payment for a total grant amount of \$27,116. Discussion of this matter included how local funds expended affect the grant amount, the reduction of the Library's 2022-23 budget request and how a portion of the County's ad valorem taxes can be used to increase funding to the Library. The following citizens discussed this matter:

- Becky Marsh, Library Director
- Shan Hatfield, PPLCS Board Representative

Commissioner Erickson offered a motion approving the Chairman's signature on the State Aid Grant Agreement with Commissioner Music offering a second. The motion passed unanimously.

(Agreement)

Isaac Becker, a private business owner, advised that he operates an agency in Walton County that is dedicated to helping individuals understand available Medicare benefits. He stated that open enrollment starts October 1st and requested that the Board recommend him as a resource to help individuals with Medicare,

Medicaid and other federal assistance programs. The Board agreed by consensus to place Mr. Becker's information on the Board's website.

Elissa Pettis, Community Collaborative Inc., and Charlie Dykes, Southern Lights Productions, discussed their partnership in an initiative to start the Robert Newsom Arts Institute. Robert Newsom was a former Holmes County art teacher and discussion included the impact Mr. Newsom had on the community. Debra Crews also spoke in support of the project. Mr. Dykes requested a letter of support from the Board for their efforts to find grant funding for the Holmes County cultural art center. The Board agreed by consensus to have the County Attorney draft a letter of support to be approved at the next Board meeting.

John Feeney, Alday-Howell Engineering, presented the Dogwood Lakes Stormwater Study Report and advised that raising the level of the lake 20 inches will cost approximately \$43,500. However, the report revealed additional concerns that the small lake has the same drainage structure that failed in the big lake and a "failure point" on Marian Drive that will require a road renovation to repair. Discussion included that the repairs could be a project funded after the Florida Resilient Grant approves a vulnerability assessment. The Board took no action and will discuss the matter further at the next Board meeting.

(Report)

Adrienne Owen, Emergency Management Director, requested that the Board declare a Gravity-fed Sandbagger purchased in 2013 as surplus so that the item is eligible to sell. Commissioner Good offered a motion to approve the request with Commissioner Music offering a second. The motion passed unanimously.

Commissioner Erickson discussed the move by the Board in the previous Regular Session to contract with three of the four engineers who responded to the Engineering Services RFQ. Discussion included the scoring committee's recommendation to contract with all four firms and whether enough work existed for all the firms. Commissioner Erickson offered a motion to contract with the fourth engineering firm, Hanson Professional Services, Inc. as well as Alday-Howell Engineering, Dewberry and Melvin Engineering. Commissioner Newsom offered a second. Commissioner Erickson, Good, Newsom and Stafford voted yes, and Commissioner Music voted no. The motion passed.

Angie Purvee, Finance Director, discussed the need to set a cut-off date for all non-essential purchase orders to close out the fiscal year ending September 30, 2022. Commissioner Newsom offered a motion to set September 14, 2022 as the purchase order cut-off date with Commissioner Erickson offering a second. The motion passed unanimously.

Angie Purvee, Finance Director, presented Budget Amendment #2 for the 2021-22 fiscal year. She advised that this amendment moves contingency funds for expenditures previously approved by the Board and moves money within departments for overspent line items. Commissioner Good offered a motion to approve Budget Amendment #2 with Commissioner Music offering a second. The motion passed unanimously.

(Budget Amendment #2)

Don Smith, Friends of Dogwood Lakes, requested the use of the Rec Center for the *Pathway to Education Walk-a-Thon* event raising money to assist the Holmes County Library. Discussion included requiring liability insurance for the event, placement of the Ferris wheel and enforcement of a pet policy. Commissioner Erickson offered a motion to allow the Friends of Dogwood Lakes to hold the walk-a-thon at the Rec Center upon providing proof of event insurance and requiring the participants to abide by the signage. Also included in the motion was that the placement of the Ferris wheel will be designated by Mr. Corbin. Commissioner Newsom offered a second and the motion passed unanimously.

Commissioner Erickson presented a letter from Jason Sheesley, owner of JJS Supply, Inc., requesting that his company's lease of the Farmers Market building, which terminates on February 28th, be renewed on a month-to-month basis starting March 1st. Mr. Sheesley also requested at least 120 days notice to vacate the building if necessary to allow for the new Ag Center and the governmental complex. Commissioner Erickson offered a motion to grant Mr. Sheesley's request with Commissioner Music offering a second. The motion passed unanimously.

(Letter)

Commissioner Erickson offered a motion to have the Chairman sign the Satisfaction of Mortgage for SHIP recipients, Jessie and Patricia McAdams. Commissioner Newsom offered a second and the motion passed unanimously.

(Satisfaction)

David Corbin, Project Director, requested the Board's direction when receiving requests for the use of the Rec Center. Discussion included renting the facility to non-profit versus private individuals, requiring event insurance, signing the County's liability waiver and keeping a schedule of the events. The Board directed Mr. Corbin and County Attorney Nate Nolin to develop a Rec Center policy and rental fee schedule for the Board to approve.

David Corbin, Project Director, presented a quote from UniFirst for the Road Department's uniform lease. The contract has not been renewed and he put the item on the agenda to discuss the cost with the Board. UniFirst submitted a quote with a decrease in the leasing rate. The Board approved remaining with UniFirst for the County's uniform services.

David Corbin, Project Director, stated that approximately 200 feet of the newly paved Cypress Lane has failed. The contractor has offered to repave that section for the cost of the asphalt. Discussion included that there were no engineering or inspection services on this project. Commissioner Music offered a motion to use \$2,500 from Road Department Contingencies to have the contractor repair that portion of the road. Commissioner Newsom offered a second and the motion passed unanimously.

David Corbin, Project Director, advised that Inter-State Commercial Services has quoted a price of \$1,100 per month to clean the Tax Collector/Property Appraiser's Office and \$388 per month to clean the Veterans Building. Discussion included the need to have licensed and bonded cleaners due to the sensitive nature of the

paperwork in each office, using a county employee to clean the offices and getting quotes from other cleaning companies. Commissioner Good offered a motion to continue the contract with Inter-State Commercial Services for the Tax Collector/Property Appraiser's Office and the Veterans Building if no other quotes are received. The new contract with Inter-State Commercial Services will need to detail how the trash is being disposed. Commissioner Music offered a second. Commissioners Good, Music, Newsom and Stafford voted yes. Commissioner Erickson abstained from voting. The motion passed.

(Abstain from Voting Form)

David Corbin, Project Director, presented a plaque of the Board's seal made by Mike Ryan, a private citizen. County Attorney Nate Nolin read the letter that accompanied the plaque in which Mr. Ryan explained his mission to make plaques for all the Sheriff's Departments and Local Government offices in Florida to express his appreciation for their service. Commissioner Newsom offered a motion for Attorney Nolin to draft a letter of appreciation to Mr. Ryan for the plaque. Commissioner Music offered a second and the motion passed unanimously.

Bob Stinebaugh, Integrity Group, presented an unpaid December invoice from Johnston Trucking in the amount of \$16,145.56 for rip rap put down on the FEMA #4138 Alternative Procedure Roads. He stated that the tickets were never submitted possibly due to employee error and Johnston did not contact the County about the unpaid invoice until May. Mr. Stinebaugh recommended paying the invoice from validated funds since the FEMA #4138 project has been closed. Commissioner Newsom offered a motion to pay the invoice using FEMA #4138 validated funds. Commissioner Music offered a second and the motion passed unanimously.

(Invoice)

Bob Stinebaugh, Integrity Group, stated that the Hurricane Sally FEMA #4564 appeals are still pending. Discussion of this matter included the following:

- Tanner Road bridge was never DOT inspected so FEMA may deny claim
- Projects costing less than \$1 million are now categorized as small projects
- Surrounding counties are having similar issues with FEMA
- Planned response if FEMA denies the appeals

Commissioner Erickson offered a motion for Project Director David Corbin and Mr. Stinebaugh to visit Congressman Neal Dunn to discuss Holmes County's issues with FEMA. Commissioner Music offered a second and the motion passed unanimously.

John Feeney, Contracted Planner, stated that the Resilient Florida Grant application for the vulnerability assessment has been submitted. The amount of the grant is \$366,425 and no matching funds are required.

John Feeney, Contracted Planner, advised that the Executive Summary of the Comp Plan is complete and the findings will be presented to the Board soon.

Jennifer Green, Liberty Partners, presented the Contract for Sale and Purchase for the Ag Center with the purchase price set at \$133,000 “as is” stating that the document has been reviewed by the County Attorney. The property description will be included upon completion of the survey. Commissioner Newsom offered a motion approving the Chairman to execute the contract with Commissioner Music offering a second. The motion passed unanimously.

(Contract)

Jennifer Green, Liberty Partner, advised that, after conferring with the Clerk’s office regarding the transfer of ARPA funds to help the Board balance the 2022-23 budget, it was decided that the best use of eligible ARPA funds was to reimburse the Sheriff’s 2021-22 Personnel Services in the amount of \$1,700,000. Commissioner Erickson offered a motion to approve the reimbursement using ARPA funds. Commissioner Newsom offered a second and the motion passed unanimously.

Jennifer Green, Liberty Partners, updated the Board on the appropriation funds for the new Ag Center and governmental complex as well as the ARPA funds. The discussion of this matter included the following:

- After purchasing the Ag Center, \$3.867 million in appropriations remain
- Approximately \$970,000 remain in ARPA funds to use in conjunction with the appropriations money
- DEO has determined that the appropriations can be used to renovate the old Ag Center
- Answer is still pending on the use of appropriations for the site work
- Answer is still pending about if the Public Safety building has to house the Sheriff and EMS in the same building
- Money to design, survey, construction and permitting is funded in the appropriations
- Total amount of ARPA project money remaining for projects not de-obligated is \$1.2 million
- Hospital will likely not receive the approved equipment and invoice before the end of the calendar year
- The use of ARPA money to cover any loss of revenue due to the County opting out of the Medicaid minimum wage ruling and no longer billing Medicaid
- Ag Center committee meeting will be scheduled when the members are finalized, and more information is available

Tim Parsons, Liberty Partners, presented two resolutions in support of applying for the Beautification Grant from the Florida Department of Transportation to improve rights of way by landscaping. Commissioner Erickson offered a motion to adopt Resolution 22-30 for the beautification project on State Road 79 from north of John Clark Highway to the Alabama state line. Commissioner Music offered a second and the motion passed unanimously. Commissioner Erickson offered a motion to adopt Resolution 22-31 for the beautification project on State Road 81 south of the Alabama state line. Commissioner Music offered a second and the motion passed unanimously.

(Resolution 22-30)

(Resolution 22-31)

Cliff Knauer, Dewberry Engineering, presented a \$4,200 proposal from Magnum Engineering, Inc. for the Geotech services on the Turberville Road Bridge replacement (also known as the Spring Valley Road Bridge). Discussion included delaying the project until FEMA has ruled on the pending appeal for Disaster #4564 or asking FEMA to reimburse the costs since the replacement project has been placed on the 2022-23 budget. The Board previously approved the expenditure and approved the proposal.

(Proposal)

Cliff Knauer, Dewberry Engineering, presented a \$4,800 proposal from Magnum Engineering, Inc. for the Geotech services for the George Gainer Governmental Complex. The Board previously approved the expenditure and approved the proposal.

(Proposal)

Cliff Knauer, Dewberry Engineering, advised that the two construction bids for the SCOP project on County Road 181C were all over the grant amount. Discussion included efforts to reduce the costs so the project is within budget and the skyrocketing price of asphalt. Mr. Knauer advised the Board to revisit Melvin Engineering's CEI proposal and then request more money from DOT for the project.

(Bid Tabulation Sheet)

Cliff Knauer, Dewberry Engineering, stated that the Bonifay Chipley Road paving project is waiting on the archaeological determination from the State Historic Preservation Office (SHIPO) and the Board will need to request an extension for the project. Commissioner Erickson offered a motion for the Chairman to sign the letter to DOT requesting an extension for the project due to the challenging Right of Way acquisitions and permitting efforts. Commissioner Music offered a second and the motion passed unanimously.

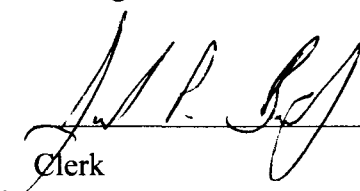
(Letter)


Commissioner Newsom offered a motion to place Mike Benton on the Planning Commission Board as the District 2 representative. Commissioner Erickson offered a second and the motion passed unanimously.

Commissioner Newsom discussed the dispersal of the Road Department's equipment across the districts and made a motion to give Project Director David Corbin the authority to move the equipment among the districts as needed. Commissioner Music offered a second and the motion passed unanimously.

David Corbin, Project Director, published the information for a benefit for the Westville cemetery.

Having no further business at this time, the meeting was adjourned at 8:43 p.m.


Clerk


Chairman