

December 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 (via telephone), Jeff Good, Brandon Newsom and Commissioner Earl Stafford, Chairman of the Board.

Nathan Nolin, County Attorney, and David Corbin, Project Director, were 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 agenda item was Agenda Additions and Deletions. The following item was added:

- Agenda Item E) Planning Fees

Commissioner Good offered the motion to accept the amended agenda with Commissioner Newsom offering the second. The motion passed unanimously.

Commissioner Newsom offered a motion to adopt the minutes from the November 15, 2022 Regular Session and the November 21, 2022 Special Session. Commissioner Good offered the second and the motion passed unanimously.

John Feeney, Contracted Planner, presented, for a second time, the Lot Split Application from Dockery Land Holdings LLC for 1.24 acres to be split from parcel I.D. #1834.02-000-000-005.000. He discussed the application process and advised that, upon receiving an application for a development order on this parcel, he required the property owners to restart the process with the lot split application which was initially skipped. Mr. Feeney advised that the lot split complies with the requirements however, the procedure was not done correctly and would need to be approved retroactively. Discussion of this matter included the following:

- Property Appraiser by-passing the formal process
- Chain of title for the subject property
- Land use designation and permits needed
- Lot split application and development order application are two different processes
- Town of Ponce de Leon denied the lot split application and the development order application
- Developer has already purchased the split parcel
- Developer's intent to build a Dollar Store on the parcel
- Ponce de Leon's need for Dollar Store versus other types of businesses
- Ponce de Leon providing infrastructure to the property
- Board's previous approval of the lot split application and then rescinding approval until action by Ponce de Leon
- Developer's effort/lack of effort to work with the Town of Ponce de Leon
- Precedence of Board approving lot split applications retroactively

The following citizens discussed this matter:

- Sheena Guettler, PDL resident and former Town Council member
- Trey Perman, Dollar Tree/Family Dollar Representative

- Ron Farrington, Former Ponce de Leon Mayor
- Shane Busby, Current Ponce de Leon Mayor

Nate Nolin, County Attorney, recommended that the Board approve the lot split application based on the precedence set by the Board retroactively approving lot split applications. Commissioner Erickson offered a motion to table this matter until the Ponce de Leon Town Council meets to discuss approval of the lot split application once again. Commissioner Newsom offered a second and the motion passed unanimously.

(Application)

Aubrey Ammons, Ammons Road resident, discussed the hazards caused by the washed-out culvert on Ammons Road. Bob Stinebaugh, The Integrity Group, advised that the County has applied for Ammons Road culvert repair through FEMA #4564 relief, however, the revised plan to use a low water crossing on Ammons Road in place of the culvert has not been approved by FEMA at this point. The Board discussed performing the repairs before FEMA approval and directed Mr. Stinebaugh to contact FEMA for a status update on the project.

Bob Stinebaugh, The Integrity Group, advised that the only bid received for the Courthouse generator project in the amount of \$234,631 exceeded the grant amount and that a \$58,000 match would be required. Sam Bailey, Clerk of Court, advised that the Chief Judge has approved the use of Trust Account funds to be used for the match. Mr. Stinebaugh stated that the deadline to complete the project is August 2023 and that a letter requesting an increase in grant funds should be submitted. Commissioner Erickson offered a motion to have the Chairman sign the letter requesting the increase once the County Attorney prepared the letter. Commissioner Good offered a second and the motion passed unanimously.

(Bid)

David Corbin, Project Director, discussed cancelling December's second Regular Session due to the holidays. Commissioner Good offered a motion to cancel the December 20<sup>th</sup> Regular Session with Commissioner Newsom offering a second. The motion passed unanimously.

David Corbin, Project Director, discussed the need for a Special Session to open the bids for the Tourist Development Council's marketing firm and Emergency Management's debris removal services. The Board agreed by consensus to schedule the Special Session for Monday, December 19<sup>th</sup> at 4:30 p.m.

Melanie Rowand-Mills, Emerald Coast Regional Council, presented a Release of Lien for SHIP recipients James R. and Rachel D. Edminson advising that all conditions have been satisfied. Commissioner Newsom offered a motion to have the Chairman sign the release with Commissioner Good offering a second. The motion passed unanimously.

(Release of Lien)

Lee Duke, Arthropod Director, presented the 2022-23 Arthropod State Grant agreement advising that the agreement contains the same verbiage as last year with the only change being a \$1,000 increase in grant funds.

Commissioner Newsom offered a motion approving the grant agreement with Commissioner Good offering a second. The motion passed unanimously.

(Agreement)

Commissioner Newsom discussed the need to develop a fee schedule for the Planning Department services. Discussion included planning fees charged by surrounding counties and using the added revenue to offset the Planning Department expense incurred by the County. The Board agreed by consensus that Contracted Planner John Feeney, County Attorney Nate Nolin and Project Director David Corbin should work on developing a fee schedule.

David Corbin, Project Director, presented the schedule for engineering services for pending DOT projects utilizing all four engineering firms. He advised that the only hinderance to scheduling each firm equally was Hanson Engineering's inability to conduct inspection services. Commissioner Erickson offered a motion approving the schedule of engineering services. Commissioner Newsom offered a second and the motion passed unanimously.

(Schedule)

Keith Bennett, Building Inspector, requested that the Board reconsider their previous decision to require an employee to complete six months of probation before being able to complete the required schooling to become a certified Permit Technician. Discussion included that the Building Department will pay for the first round of testing, placing an employee under contract for the amount of the schooling and the effective date of the pay increase once certified. Commissioner Erickson offered a motion to allow a Building Department employee to complete the schooling while on probation with Commissioner Newsom offering a second. Commissioner Newsom rescinded his second when the motion was amended to have the pay increase take effect immediately upon becoming certified. Commissioner Music offered a second. Commissioners Erickson and Music voted yes with Commissioners Good, Newsom and Stafford voting no. The motion failed. Commissioner Good offered a motion to allow a Building Department employee to complete the certification course while on probation with the pay increase to take effect upon completion of the probationary period. Commissioner Newsom offered a second and the motion passed unanimously.

Jennifer Green, Liberty Partners, stated that the Sheriff's Office was interested in beginning the renovations of the old Ag Center using the Holmes County Consolidated Government Efficiency Center appropriations for any costs associated with the work. Ms. Green advised that the Sheriff will be tracking the labor costs related to the work. Commissioner Good offered a motion to allow the Sheriff to start the renovations at the old Ag Center. Commissioner Newsom offered a second and the motion passed unanimously.

Jennifer Green, Liberty Partners, advised that the Board's previous approval to use \$150,000 in ARPA funds to directly pay for the EMS salary increase was not an allowable use of the funds. She stated that the funds could be used to reimburse the EMS budget for current expenditures which would free up funds to offset the expense of the salary increase. Commissioner Erickson offered a motion to rescind the motion to use ARPA

funds directly for the EMS salary increase with Commissioner Newsom offering a second. The motion passed unanimously. Commissioner Good offered motion to use \$150,000 in ARPA funds to reimburse an allowable expense in the EMS current budget. Commissioner Newsom offered a second and the motion passed unanimously.

Jennifer Green, Liberty Partners, advised that the \$4,000,000 appropriations agreement from the Department of Economic Opportunity (DEO) for the funding of the Holmes County Consolidated Government Efficiency Center had been received and signed by Project Director David Corbin. She stated that the Board will receive a fully executed agreement once DEO has signed the agreement.

(Agreement)

Jennifer Green, Liberty Partners, suggested advertising an RFQ for architectural services on the Holmes County Consolidated Government Efficiency Center. Discussion included that an architect could work with the Ag Center committee to make sure that all needs are met and that the County Attorney would write the RFQ. Commissioner Good offered a motion to advertise an RFQ for architectural services on the Holmes County Consolidated Government Efficiency Center. Commissioner Newsom offered a second and the motion passed unanimously.

John Sims, Dewberry Engineering, presented an update on the Bonifay/Gritney Road Phase 2 paving project stating that Dewberry will pay the costs of re-staking the road as requested by one of the property owners. Discussion included extra costs not covered by the DOT grant associated with replacing a cow pen, cattle crossings and tree removal. The Board directed Mr. Sims to calculate the total amount of the extra costs for the next meeting and the Board will discuss the wisdom of continuing with the project at that time.

Nate Nolin, County Attorney, presented a Non-Exclusive Solid Waste Franchise Agreement executed by the Town of Caryville. Commissioner Good offered a motion approving the agreement with Commissioner Erickson offering a second. The motion passed unanimously.

(Agreement)

Nate Nolin, County Attorney, advised of the need to adopt the current State Building Code as it was last adopted in 2010. Commissioner Good offered a motion to adopt the current State Building Code with Commissioner Newsom offering a second. The motion passed unanimously.

Nate Nolin, County Attorney, presented the Subdivision Settlement Participation Form that must be executed for the County to participate in the opioid settlement with Walmart. Commissioner Good offered a motion for the Chairman to execute the form with Commissioner Newsom offering a second. The motion passed unanimously.

(Form)

Nate Nolin, County Attorney, presented a draft of Ordinance 2022-07 amending Ordinance 2022-05. The drafted ordinance grandfathers in existing establishments who previously sold alcoholic beverages but no longer qualify due to land use provisions. Attorney Nolin advised that the advertising the ordinance was required before the Board could adopt it. The Board approved the draft of Ordinance 2022-07 by consensus.

(Draft of Ordinance)

Nate Nolin, County Attorney, presented Resolution 22-38 approving the Chairman to execute the SCOP grant agreement in the amount of \$420,240 for the design work on the CR 181 Phase 2 widening and resurfacing project. Commissioner Newsom offered a motion adopting Resolution 22-38 with Commissioner Good offering a second. The motion passed unanimously.

(Resolution 22-38)

(SCOP Agreement)

Nate Nolin, County Attorney, presented Resolution 22-39 approving the Chairman to execute the SCRAP grant agreement in the amount of \$182,987 for the design work on the CR 185 resurfacing project. Commissioner Newsom offered a motion adopting Resolution 22-39 with Commissioner Good offering a second. The motion passed unanimously.

(Resolution 22-39)

(SCRAP Agreement)

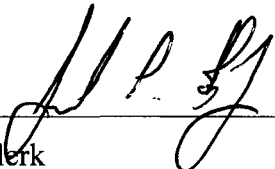
Nate Nolin, County Attorney, presented Resolution 22-40 approving the Chairman to execute the SCOP grant agreement in the amount of \$212,312 for repairs to Peak Road over Angelico Branch Bridge #524195. Commissioner Newsom offered a motion adopting Resolution 22-40 with Commissioner Good offering a second. The motion passed unanimously.

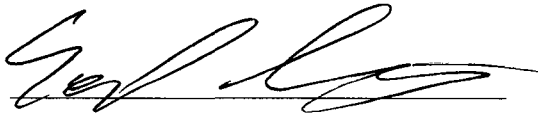
(Resolution 22-40)

(SCOP Agreement)

Nate Nolin, County Attorney, advised that the "Exhibit A" to the Project Director's contract outlining his job duties and responsibilities has been completed and will be made available to each Commissioner.

There being no further business at this time, the meeting was adjourned at 8:27 p.m.

  
Clerk

  
Chairman