

December 20, 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.

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 9:06 a.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 A) Administrative Leave
- County Attorney Item A) Annual Training for Commissioners

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

Commissioner Music offered a motion to adopt the minutes from the December 6, 2022 Regular Session. Commissioner Newsom offered the second and the motion passed unanimously.

Adrienne Owen, Emergency Management Director, was present by telephone and advised that one proposal was received in response to RFP 22-10 for debris removal services. She stated that Wheeler EMC's proposal meets all the requirements with prices within the allowable limits. Commissioner Music offered a motion to accept Wheeler EMC's proposal for the County's debris removal services with Commissioner Newsom offering a second. Commissioners Good, Music, Newsom and Stafford voted yes with Commissioner Erickson abstaining from the vote.

(Abstain from Voting Form)

Lesley Hatfield, Tourist Development Council, discussed the proposals submitted in response to RFP 22-11 for marketing advisory and administration services. She advised that the two proposals received were reviewed and scored by the TDC which resulted in a recommendation for the Board to accept the proposal from Kerrigan Marketing in Mexico Beach. Commissioner Good offered a motion for the TDC to enter into negotiations with Kerrigan Marketing for an initial six-month agreement at the conclusion of which will be re-negotiated into a twelve-month agreement. Commissioner Music offered a second and the motion passed unanimously.

Steve Connell, EMS Director, presented Resolution 22-41A authorizing the County to apply for an annual grant in the amount of \$6,744 that will be used to purchase equipment needed for in-house training and possible citizen training. Commissioner Music offered a motion to adopt Resolution 22-41A with Commissioner Newsom offering a second. The motion passed unanimously.

(Resolution 22-41A)

Ricky Callahan, City of Bonifay Clerk, advised that the City plans to apply for a SCOP grant to repair the approximately one mile of Weeks Street that falls within the city limits. He requested that the Board partner with the City to repair the remaining half mile of Weeks Street that belongs to the County. Discussion included that this would count as one of the County's SCOP project submissions. Commissioner Erickson offered a motion to adopt a resolution to move forward with the partnership to repair the one and half miles of Weeks Street. Commissioner Music offered a second and the motion passed unanimously.

David Corbin, Project Director, discussed the need for two SCOP projects, one SCRAP project and two B-SCOP projects to submit for the next Florida Department of Transportation (DOT) grant cycle. Discussion included that the projects are for road and bridge repairs and that one of the SCOP submissions will be for the Weeks Street repair. Discussion also included the rejections of previous submittals, the currently approved projects and how the engineering scoring affects DOT's funding decisions. The Board agreed by consensus that the County engineers will review scoring of previous submittals and a list of projects will be determined at the next meeting.

Bob Stinebaugh, The Integrity Group, presented a status update on the FEMA #4564 appeals. FEMA acknowledged that a determination on the appeals would be done soon although no definite timeline was provided. FEMA has approved the Ammons Road repairs but has not approved the request for an increase in funds. The Board requested that Liberty Partners assist with getting final approval from FEMA.

John Feeney, Contracted Planner, presented Ordinance 22-06 to amend the comprehensive plan and the future land use map for parcels 1011.00-000-000-004, 1011.00-000-000-14.000 and 1012.00-000-000-030.000 from a rural residential designation to an industrial designation. Discussion of this matter included the following:

- Property is currently owned by LKQ Southeast, Inc.
- A public hearing was advertised for today
- Alday-Howell has submitted a proposal to the property owners to work on the development of the property
- Dewberry Engineering will review the development application if Alday-Howell's proposal is accepted
- 15.55 acres of the property is an existing business that is expanding onto the 25-acre parcel
- No buildings are proposed as part of the expansion
- Infrastructure needs of the property

Mr. Feeney recommended approval of the land use amendment as it complies with all requirements. Chairman Stafford opened the public hearing. Joe Rone, Planning Commission, advised that the Planning Commission had reviewed and approved the land use amendment. The public hearing was closed. Commissioner Newsom offered a motion to adopt Ordinance 22-06 with Commissioner Music offering a second. The motion passed unanimously.

(Ordinance 22-06)

John Feeney, Contracted Planner, presented 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 for a third time. He advised that the Town

of Ponce de Leon had unanimously approved the lot split and has scheduled a workshop to discuss the development application. Commissioner Newsom offered a motion to approve the lot split application. Commissioner Music offered a second and the motion passed unanimously.

(Application)

John Feeney, Contracted Planner, updated the Board on the efforts to create a fee schedule for the Planning Department that will be presented for approval at a later date.

Tim Parsons, Liberty Partners, stated that two beautification grants from the Florida Department of Transportation to improve rights of way by landscaping have been approved in the amount of \$50,125 for State Road 79 and \$30,375 for Highway 81. He requested that the Board submit a letter of acceptance for the grants. Commissioner Music offered a motion for the Chairman to sign the letter of acceptance that is to be prepared by Liberty Partners. Commissioner Newsom offered a second and the motion passed unanimously.

Tim Parsons, Liberty Partners, advised that the Omnicell medical equipment purchased using ARPA funds for Doctors Memorial Hospital has been received and that an invoice should be submitted soon. He stated that his office is working with the Clerk's office on moving the ARPA funds to reimburse EMS expenditures as was approved at the previous meeting.

Tim Parsons, Liberty Partners, advised that the fully executed \$4,000,000 appropriations agreement from the Department of Economic Opportunity (DEO) is still pending.

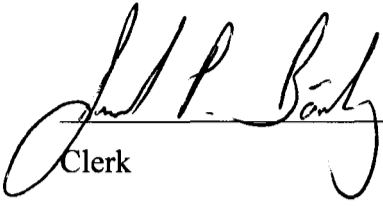
Tim Parsons, Liberty Partners, stated that the Representative Shane Abbott and Senator Jay Trumbull have scheduled the Holmes County Delegation Meeting for January 10th at the Board's office.

Jake Mathis, Melvin Engineering, advised that County Road 181C SCOP paving project will begin after the first of the year.

Nate Nolin, County Attorney, discussed the annual ethics training that must be completed by the Commissioners. Discussion included the length of training, the available courses and the Commissioners involvement in the County's daily work activities. Commissioner Erickson offered a motion to schedule the training for all the Commissioners in January with Commissioner Music offering a second. The motion passed unanimously.

Chairman Stafford discussed offering the County employees four hours of administrative leave for the time following the December 16th Christmas party when the employees were allowed to leave for the day. Discussion included the need for a policy to deal with leave after the Christmas party. Commissioner Good offered a motion to give all County employees four hours of administrative leave for the day of the Christmas party and use \$2,000 of Board Contingencies for those employees who had to return to work. Commissioner Music offered a second and the motion passed unanimously. Chairman Stafford will work with Clerk's Finance to develop a standing policy on the Christmas party leave.

There being no further business at this time, the meeting was adjourned at 9:58 a.m.


Clerk


Chairman