

February 7, 2023
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.

Nate 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 items were added to the agenda:

- County Attorney Item C) DEO Grant D0187 Agreement
- Agenda Item G) Sheena Guettler

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 January 17, 2023 Regular Session and the January 23, 2023 Special Session. Commissioner Newsom offered the second and the motion passed unanimously.

Jimmie Wardwell, a resident of Line Road, discussed the disrepair of Line Road and the failed attempts to resolve the problems. The Board directed Mr. Corbin to meet with Mr. Wardwell to discuss a solution.

Mary Gavin, Gavin Consulting, requested that the Board submit a letter of support for Ponce de Leon's USDA Community Facilities grant application. She advised that the grant funds will be used to purchase equipment for the town's general maintenance and utility services. Commissioner Music offered a motion for Project Director David Corbin to sign the letter of support. Commissioner Newsom offered a second and the motion passed unanimously. Ms. Gavin offered her assistance to help the County secure USDA grants at no cost for the service.

(Letter)

Chairman Stafford opened the public hearing to adopt the current Florida Building Codes. Keith Bennett, Holmes County Building Official, advised that the County is required to adopt the current Florida Building Codes every three years and that two public hearings are required before adopting the codes. The public hearing was closed with no comments from the public and the matter was adjourned until the next public hearing.

Melanie Rowand-Mills, Emerald Coast Regional Council, presented a Release of Lien for Kimberly A. Farrow's First Time Homebuyer SHIP Lien. She stated that all the requirements have been met to release the lien. Commissioner Music offered a motion for the Chairman to sign the release with Commissioner Good offering a second. The motion passed unanimously.

(Release of Lien)

Richard Williams, Executive Director for Opportunity Florida, discussed the history, purpose and work performed by Opportunity Florida in rural areas. Discussion included the legislative money approved to assist this region and the possibility that matching funds and advance payments will no longer be a grant requirement for fiscally constrained counties. Mr. Williams advised that Opportunity Florida is ready to assist Holmes County prepare for growth.

Joe Rone, Holmes County Development Commission, presented a proposed Term Rotation Timeline for the twelve members of the Holmes County Development Commission Board of Directors. He requested approval of the rotation schedule and the nomination of Brian Gammons to fill the seat left vacant by Russell Cole. Discussion of this matter included the following:

- Three members will be presented for re-appointed each September after their four-year term has expired
- Charter that created the Development Commission in 1961
- Approval of the rotation schedule is an attempt to ratify the lack of Board approval on re-appointments
- Development Commission nominates members, and the Board appoints
- Policy and procedure going forward on screening Development Commission Board nominees
- Requirements to remove a member from the Development Commission
- Past difficulties filling seats on the Development Commission
- Precedence set by moving away from the Board finding nominees
- Development Commission has no objection to vetting of nominees
- Development Commission must operate under the Sunshine Law
- Development Commission nominating process
- New appointments could be required to go through a Level 1 background check

The following citizens discussed this matter:

- Sheena Guettler, ex-member of the Development Commission Board
- Wayne Powell, private citizen
- Jeremy Rolling, Development Commission Chairman
- Stephanie Cloud, Development Commission Board Member
- Richard Williams, Executive Director for Opportunity Florida
- Terry Mears, private citizen
- George Robertson, Development Commission Board Secretary

Nate Nolin, County Attorney, recommended approving the rotation schedule to ratify the current Development Commission Board, developing a re-appointment process and creating a procedure for new appointments. Commissioner Music offered a motion approving the nomination of Brian Gammons as the District 5 representative to the Development Commission Board of Directors. Commissioner Good offered a second. Upon further discussion, Commissioners Music rescinded his motion until a procedure to vet nominees is approved. Commissioner Good offered a motion to appoint Brian Gammons to the Development Commission Board of Directors contingent on passing a Level 1 background check at Board expense. Commissioner Music offered a second. Commissioners Erickson, Good, Music and Stafford voted yes and Commissioner Newsom voted no. The motion passed. Commissioner Erickson offered a motion approving the proposed rotation schedule for the Development Commission Board members, accepting the current Board members and grandfathering in

reappointments without screening. Commissioner Good offered a second. Commissioners Erickson, Good, Music and Stafford voted yes, and Commissioner Newsom voted no. The motion passed.

(Rotation Schedule)

Sheena Guettler, a private citizen, read a statement discussing her displeasure with the Development Commission concerning the lack of transparency and the failure to work on helping existing small businesses within the County. She called for an investigation into unethical behavior and for the reconstruction of the Development Commission to be more in line with the needs of Holmes County. Joe Rone, Development Commission, responded by detailing some of the work done by the Development Commission to benefit the County. The Board advised Ms. Guettler that her comments and requests needed to be directed to the Development Commission.

Angela Dockery, Vortex Springs, discussed her attempts to get assistance for Ponce de Leon from the Development Commission.

Lesley Hatfield, Tourist Development Council (TDC) Secretary, advised that the TDC has negotiated a marketing services contract with Kerigan Marketing Associates, Inc. and requested approval for the TDC to sign the FY 23 Marketing and Administration Agreement. Commissioner Music offered a motion to allow the TDC to sign the agreement with Commissioner Good offering a second. The motion passed unanimously.

(Agreement)

Angie Purvee, Finance Director, presented the Miscellaneous Appropriations Agreement executed by Tri-County Community Council, Inc. (TCCC). The agreement reflects the terms and conditions for use of the County funds disbursed to the TCCC. Commissioner Music offered a motion approving the Chairman signing the agreement with Commissioner Newsom offering a second. The motion passed unanimously.

(Agreement)

David Corbin, Project Director, presented a 36-month lease agreement for Unifirst to provide the Road Department's uniforms, wipers and mats. Discussion included that Unifirst agreed to waive set-up fees on the uniform shirts, reduced current rates and guaranteed no price increase for the duration of the lease agreement. Commissioner Good offered a motion to approve the lease agreement contingent on Unifirst removing the automatic renewal clause. Commissioner Music offered a second and the motion passed unanimously.

(Agreement)

David Corbin, Project Director, presented a cost estimate for the County to revert to County-owned cell phones for all employees currently receiving a cell phone stipend. Discussion included having to carry two cell phones, the poor phone reception in some areas of the County, having to produce public records for personal cell phones and the cost of an archiving service. Commissioner Newsom offered a motion to proceed with the County-

owned cell phones, but the motion died for lack of a second. The Board agreed to table this matter until an archive service can be researched.

(Estimate)

David Corbin, Project Director, presented the agendas for the 2023 Legislative Day being held on March 15th and the 2023 Rural Counties Day scheduled for April 25th. Discussion included the benefits of attending the events. The Board agreed to inform the Board's office of their intention to attend the events so that accommodations can be made.

(Agendas)

David Corbin, Project Director, presented a quote from Walton County on resurfacing the portion of Blue Pond Road that lies within Holmes County. Walton County quoted the amounts of \$40,000 for materials and \$40,000 for labor to continue the Walton County resurfacing of the road into Holmes County. The Board agreed by consensus to hold off as there are other roads in the County in worse shape.

(Quote)

David Corbin, Project Director, presented a proposed letter of support for Doctors Memorial Hospital application for a USDA Rural Development grant to offer off-site healthcare options to the citizens of Holmes County. Discussion included as to whether this grant was in direct opposition to the letter of support approved for the Ponce de Leon USDA grant. Commissioner Newsom offered a motion to allow Mr. Corbin to sign the letter with Commissioner Music offering a second. The motion passed unanimously.

(Letter)

Bob Stinebaugh, The Integrity Group, stated that the FEMA DR #4564 funds for the Ammons Road culvert repair should be available soon.

John Feeney, Contracted Planner, presented the Lot Split Application filed by Hallie Coombs for Parcel ID Number 0920.00-000-000-005.000. He stated that the lot split complies with the Holmes County Comprehensive Plan and Land Development Regulations and recommended approval of the application. Commissioner Newsom offered a motion to approve the application with Commissioner Music offering a second. The motion unanimously.

(Lot Split Application)

John Feeney, Contracted Planner, presented the Lot Split Application filed by Rickey and Glenda McGowan for Parcel ID Numbers 0420.00-000-000-009.1500, 0420.00-000-000-009.170, 0421.00-000-000-007.300 and 0421.00-000-000-006.000. Discussion included that the lot split application serves two purposes, to separate two existing residences from a single lot and to allow the neighboring property sole access to an agricultural pond. Mr. Feeney stated that the lot split application needed two separate approvals and both splits comply with the Holmes County Comprehensive Plan and Land Development Regulations. He recommended

approval of the application. Commissioner Erickson offered a motion to approve both lot splits with Commissioner Newsom offering a second. The motion unanimously.

(Lot Split Application)

Tim Parsons, Liberty Partners, discussed the need for the County to submit a list of the 2023 legislative projects to Representative Shane Abbott and Senator Jay Trumbull and advised pursuing the following projects:

- Administrative office consolidation to include the Tax Collector/Property Appraiser Office
- Dogwood Lakes
- EMS facilities (a continuation of the Government Efficiency Center already awarded)

The Board by consensus to submit the proposed project list.

Tim Parsons, Liberty Partners, discussed steps taken by Representative Shane Abbott to possibly eliminate the required grant matches as well as reimbursement grants for fiscally constrained counties. He suggested that the Board submit a letter of support for Representative Abbott's efforts. Commissioner Newsom offered a motion for the Chairman to sign the letter of support once drafted by Liberty Partners. Commissioner Music offered a second and the motion passed unanimously.

John Sims, Dewberry Engineering, advised that one property owner on the Bonifay Gritney Road Phase 2 paving project wants his cattle pen replaced at the Board's expense. Discussion of this matter included the following:

- Estimated cost of the request is \$7,250 plus cost of approximately eight cattle gates
- Property owner's refusal to sign release until request has been granted
- Other property owners on the project have not signed releases as of this date
- Archeological study still needed on the project
- Precedence set if this request is granted
- Mr. Sims' proposal to reduce the project to exclude the property in contention
- Amount of County money spent on the project

Commissioner Erickson offered a motion for Mr. Sims to talk with Florida Department of Transportation (DOT) about reducing the scope of the project to exclude the need for the release from the property owner demanding payment for his cow pens. Commissioner Newsom offered a second and the motion passed unanimously.

John Sims, Dewberry Engineering, advised that drainage issues on the Bonifay Chipley Road paving project are being addressed with DOT. He stated that the project could be ready to go out for bid next month.

Rod Adams, Melvin Engineering, presented proposed Resolution 23-04 approving the DOT Small County Road Assistance Program (SCRAP) application for repairs on County Road 177A from State Road 2 to the Alabama State line. Commissioner Music offered a motion adopting Resolution 23-04 with Commissioner Newsom offering a second. The motion passed unanimously.

(Resolution 23-04)

Rod Adams, Melvin Engineering, stated that a new drainage engineer has started working on the North Highway 79 (Northdale) Drainage Study.

Rod Adams, Melvin Engineering, advised that an RFP for engineering services needed to be re-advertised for the Project Gateway CDBG grant. He stated that the grant will fund road improvements to SR 79 and the I-10 off-ramp. Commissioner Music offered a motion to re-advertise the engineering services RFP with Commissioner Newsom offering a second. The motion passed unanimously.

Nate Nolin, County Attorney, advised that the signed Department of Economic Opportunity (DEO) Grant Agreement No. D0187 for the Rapper Dairy property industrial site planning needed to be ratified and that the engineering services needed to be awarded to Melvin Engineering as part of their continuing services contract. Commissioner Newsom offered a motion to ratify the previously signed DEO grant agreement and award the engineering services to Melvin Engineering. Commissioner Music offered a second and the motion passed unanimously.

(Grant Agreement)

Nate Nolin, County Attorney, advised that DEO presented a draft agreement for Grant No. D0233 for the construction of water and sewer lines on the Project Gateway property. Commissioner Newsom offered a motion to approve the signing of the grant agreement contingent on Mr. Nolin's review and approval of the agreement. Commissioner Music offered a second and the motion passed unanimously.

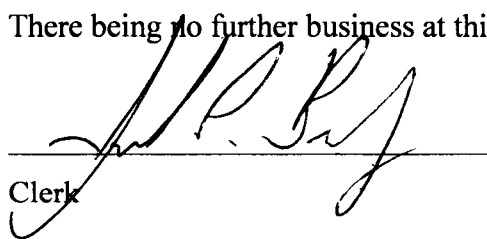
(Grant Agreement)

Commissioner Good presented Amendment #3 to the Interlocal Agreement with the Highway 79 Corridor Authority. He advised that the agreement provides that Holmes County pays \$60,000 to the Authority for administrative expenses. The payment was made part of the Board's 2022-2023 budget. Commissioner Good offered a motion to have the Chairman sign the agreement with Commissioner Erickson offering a second. The motion passed unanimously.

(Interlocal Agreement)

Commissioner Newsom discussed the Development Commission stating that his intent is to ensure that all processes are handled legally.

There being no further business at this time, the meeting was adjourned at 8:21 p.m.


Clerk


Chairman