

January 17, 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 9:00 a.m. David Corbin, Project Director, led the prayer and pledge.

The first agenda item was Agenda Additions and Deletions. The following changes were made to the agenda:

- FEMA Item A) Ammons Road Culvert - added
- Commissioner Item A) Milled Asphalt – added
- Commissioner Item B) SHIP Satisfaction - added

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 3, 2023 Regular Session. Commissioner Newsom offered the second and the motion passed unanimously.

The Board recognized Juan Maqueira, Road Department Heavy Equipment Operator, as the January Employee of the Month.

Angie Purvee, Finance Director, presented the Miscellaneous Appropriations Agreement executed by the Chamber of Commerce. The agreement reflects the terms and conditions for use of the County funds disbursed to the Chamber. Commissioner Erickson offered a motion approving the Chairman signing the agreement with Commissioner Music offering a second. The motion passed unanimously.

(Agreement)

David Corbin, Project Director, discussed finalizing the list of two SCOP and two SCRAP projects to submit for the next Florida Department of Transportation (DOT) grant cycle. Discussion included that CR 179 Phase 2 from Pheil Drive to Highway 2 has been selected as one of the SCOP projects and other potential projects. Commissioner Music offered a motion to submit Malcolm Taylor Road as a SCOP project with Dykes Street and CR 177A from Hwy 2 to the Alabama state line to be submitted as the two SCRAP projects. As part of the motion, Commissioner Music also approved the engineers listed for each project. Commissioner Erickson offered a second and the motion passed unanimously.

(DOT Project List)

David Corbin, Project Director, announced that the Rural County Legislative Days in Tallahassee have been scheduled for April 25th and 26th. The Board requested that Mr. Corbin produce an agenda of the planned events at the next meeting.

David Corbin, Project Director, discussed the cell phone stipend given to the Commissioners and Department Heads. Discussion included how personal cell phones are subject to public records requests when used for County business and issuing County-owned cell phones as an alternative. The Board directed Mr. Corbin to return with a quote of the cost to give all employees currently receiving a cell phone stipend a County-owned cell phone.

Cliff Knauer, Dewberry Engineering, advised that FEMA has approved the hazard mitigation proposal to replace the Ammons Road culvert damaged during Hurricane Salley (DR #4564) with a box culvert and a low water crossing. He stated that FEMA has approved a total of \$408,573.40 for the project and the next phase will be the construction plans, the environmental evaluation and the geotechnical testing. FEMA has allowed \$31,000 for the design and inspection services; however, the environmental and the geotechnical testing are not a part of the FEMA proposal but should be reimbursable through the Small Project Netting process. Mr. Knauer also stated that the County should be able to recoup the money paid for the final hydraulic and conceptual plans that were completed in 2021. Commissioner Good offered a motion to approve Dewberry's proposal for the project's design and inspection in the amount of \$31,000 as well as the environmental evaluations for \$5,000 and the geotechnical testing for \$3,000. Commissioner Newsom offered a second and the motion passed unanimously.

(Proposal)

John Feeney, Contracted Planner, presented the proposed fee schedule for the Planning Department for final approval. Discussion included the County adding additional fees not currently being charged to recoup some of the money paid to the contracted Planner, the proposed fees are comparable to surrounding counties but can be adjusted as needed in the future and the process for municipalities to establish an agreement with the County to approve planning applications without County approval needed. Commissioner Erickson offered a motion to adopt the proposed planning fees contingent on changing the variance fee from \$400 to \$220 effective immediately with Commissioner Music offering a second. The motion passed unanimously.

(Planning Fee Schedule)

Jennifer Green, Liberty Partners, advised that the Government Efficiency Center committee has a meeting today at 1:00 p.m. and that no architect bids were received in response to the RFP. Discussion included securing engineering services and replacing the roof on the old Ag Center. John Tate, Holmes County Sheriff, presented three quotes to replace the roof on the building stating that the bids are for labor only as the Sheriff is going to secure the materials needed for the project and that two of the three quotes fall within the procurement threshold for quotes only. Commissioner Newsom offered a motion to award the Shane Sasnett Construction bid of \$28,000 contingent on the specs meeting the engineering requirements. Commissioner Music offered a second and the motion passed unanimously. Ms. Green requested a determination from County Attorney Nate Nolin as to

whether engineering services could be awarded under the continuing services contract. Attorney Nolin advise that he will return to the next Board meeting with a recommendation on the matter.

(Roofing Quotes)

John Sims, Dewberry Engineering, advised that the Bonifay Gritney Road Phase 2 paving project has been re-staked, and he is meeting with the property owners to discuss any right of way issues on the project this week.

Rod Adams, Melvin Engineering, discussed the sand washing from a long driveway onto CR 183A which is creating a safety hazard. He presented his recommendations to the Board to rectify the problem, mainly re-establishing the existing terraces located on the driveway with clay material, bringing in milled asphalt and cleaning the ditches. County Attorney Nate Nolin advised of the need to secure a signed Right of Entry from the property owners, Louis and Dolores Roberts. Mr. Adams stated that he will talk with the property owners about the work needed on the driveway to resolve the issue. Commissioner Good offered a motion to have to recommended work performed on the driveway contingent on receiving an executed Right of Entry from the property owner. Commissioner Music offered a second and the motion passed unanimously.

Rod Adams, Melvin Engineering, advised that the reported water drainage issue on 177A at Linwood Circle should be resolved with the Road Department cleaning out the ditches and the outfalls today.

Brian Lemieux, Hanson Professional Services, presented a proposed task order for completing the design work for John Clark Road SCOP project in the amount of \$144,500. Commissioner Erickson offered a motion approving the task order with Commissioner Newsom offering a second. The motion passed unanimously.

(Task Order)

Nate Nolin, County Attorney, advised that a Memorandum of Understanding (MOU) between the City of Bonifay and the County is needed for the Department of Economic Opportunity (DEO) grant awarded to the City to renovate the Rec Center. Discussion included that Congressman Neal Dunn's office is still working to ensure that the County can use the grant funds since the City transferred ownership of the Rec Center to the County and that an RFP for engineering services has already been approved contingent on the MOU. Ricky Callahan, City of Bonifay Clerk, advised that the City is ready to partner with the County on the project.

Nate Nolin, County Attorney, presented Resolution 23-02 approving the Department of Transportation (DOT) project agreement for the replacement of the Ten Mile Creek Bridge (No. 524150). Commissioner Newsom offered a motion to adopt Resolution 23-02 with Commissioner Music offering a second. The motion passed unanimously.

(Resolution 23-02)
(Project Agreement)

Nate Nolin, County Attorney, presented a drafted resolution to place a county-wide moratorium on accepting applications for establishing any small box discount stores. Discussion of this matter included the following:

- Actions taken by surrounding counties
- Town of Ponce de Leon's (PDL) efforts to stop the development of another dollar store
- Detriments of small box discount stores on local businesses
- Property owners' rights to sell property
- Problems with moratorium being effective county-wide
- All municipalities except the City of Bonifay fall under the County's Comp Plan
- Public hearing needed in order to pass moratorium
- Resolution establishing a moratorium would give Ponce de Leon time to determine course of action
- Scheduling a Special Session for the purpose of holding the public hearing
- Language and length of the moratorium
- Placing restrictions on allowable distance between small box discount stores
- Efforts of the property owner to find businesses to purchase property
- Infrastructure needs of the dollar store
- Costs associated if moratorium is legally challenged

The following citizens discussed this matter:

- Sheena Guettler, PDL resident
- John Feeney, Contracted Planner
- Jack Locke, Holmes County resident and business owner
- George Robertson, PDL Town Council and Development Commission member
- Kimberly Mason, PDL Town Council Member
- Wayne Mayo, Owner of Wayne's Grocery
- Ron Farrington, Ex-Mayor of PDL
- Angela Dockery, PDL Property Owner
- Mike Benton, Planning Commission

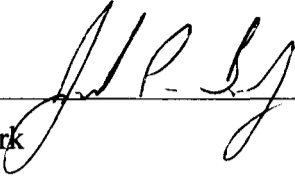
Commissioner Newsom offered a motion to advertise the moratorium public hearing for Thursday, February 9th at 5:01 p.m. with Commissioner Music offering a second. The motion passed unanimously.

Chairman Stafford presented a release of a SHIP lien agreement with Brian Bush advising that the release was approved back in 2017 but was never recorded. Commissioner Good offered a motion to have the Chairman sign the Release of Lien with Commissioner Newsom offering a second. The motion passed unanimously.


(Release of Lien)

Commissioner Erickson offered a motion to use the extra milled asphalt purchased for District 5 on Hodge Lane. Commissioner Newsom offered a second and the motion passed unanimously.

There being no further business at this time, the meeting was adjourned at 11:36 a.m.



Clerk



Chairman