

March 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 changes were made to the agenda:

- Commissioner Item C) Curry Ferry Boat Ramp – deleted
- County Attorney Item C) Speed Bumps – deleted
- County Attorney Item C) Resolution 23-10 and DOT Supplemental Agreement - 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 February 21, 2023 Regular Session. Commissioner Newsom offered the second and the motion passed unanimously.

Lesley Hatfield, Holmes County Chamber of Commerce, discussed the upcoming Down Home Street Festival by listing all the scheduled events and inviting all to come.

Lee Duke, Arthropod Director, presented a proposed amendment for the 2022-23 Arthropod Local budget to be filed with the Florida Department of Agriculture and Consumer Services. He stated that the budget amendment was necessary due to repairs made to the sprayer truck. Commissioner Newsom offered a motion to approve the Arthropod Control Budget Amendment with Commissioner Music offering a second. The motion passed unanimously.

(Budget Amendment)

Clint Smith, 911 Director, presented four 2023 Spring Rural Grants and two 2023 State Grants for Board approval. He advised that the six grants are for 911 system maintenance, training and lightening protection for their equipment. Commissioner Erickson offered a motion for the Chairman to sign the six grants with Commissioner Music offering a second. The motion passed unanimously.

(911 Grants x6)

Corey Walsh was not in attendance to present the Pee Wee Football Association Library donation.

David Corbin, Project Director, presented the current 2023 Holiday Schedule and asked if the Board wished to make any changes. Discussion included the holidays scheduled for the Courthouse to close and the

days the County wished to observe the Christmas holidays. Commissioner Newsom offered a motion for the Board's holiday schedule to mirror the Courthouse holiday schedule. Commissioner Music offered a second and the motion passed unanimously.

(Holiday Schedule 2023)

David Corbin, Project Director, advised that the first July Regular Session falls on the 4th of July holiday. The Board agreed by consensus to change the first July Regular Session to Thursday, July 6th at 6:00 p.m.

David Corbin, Project Director, stated that he reached out to Liberty Partners about assisting with managing the County's multiple grants. Liberty Partners has agreed to assist the County with grant management under their continuing services contract at no extra cost to the County. Tim Parson, Liberty Partners, discussed the workload added to the County with handling the grants, the importance of meeting the compliance standards for each grant and that Liberty Partners will be paid for their services by charging 1% of the grant amount with the administrative fees allowed in the grant. Mr. Parson advised that this is not an exclusive agreement and that the County can have grants, such as CDBG grants, administered by other parties. Commissioner Newsom offered a motion approving the hiring of Liberty Partners for the County's grant managers contingent on the County Attorney's approval of the written agreement. Commissioner Music offered a second and the motion passed unanimously.

(Contract Addendum)

Keith Bennett, Holmes County Building Official, presented a preliminary drawing showing the current Rec Center building renovated to house multiple County offices. Discussion included that the proposed renovations would allow for future growth and could be possible with grant funding along with inmate labor. The Board agreed by consensus for Liberty Partners to start working on transferring the existing Department of Economic Opportunity (DEO) grant from the City of Bonifay to the County.

(Drawing)

Bob Stinebaugh, The Integrity Group, advised that the second FEMA appeal for Hurricane Sally DR #4564 road repairs will be filed this Friday with the pictures provided by the engineers used as documentation to reinforce the claim. Discussion included the possible amount awarded if the appeal is won, that the Small Project Netting can be used to capture all the costs involved in the FEMA projects and that surveys of the road are now required by FEMA.

Bob Stinebaugh, The Integrity Group, stated that a meeting is scheduled with the State to discuss the Courthouse generator grant. He advised that the deadline for the project is August 31, 2023, and that he has been assured that a generator will be available when the funding is approved.

Cliff Knauer, Dewberry Engineers, presented a proposed Scope of Work Agreement for the design and inspection services for the Government Efficiency Center project. The proposed amounts are \$280,000 for design and \$48,000 for inspection services. He stated that the proposed total amount of \$328,000 is the best estimate until the Board approves the final plans for the building and site work. No response was received to the Architect

RFQ so Mr. Knauer advised that the next steps should be completing the final plans and putting the project out for bid. The Board agreed by consensus that the Ag Center Committee needed to meet immediately to determine the final plans for the center. Approval of Dewberry's agreement was tabled until the committee meets.

Tim Parson, Liberty Partners, updated the Board on the Sheriff's progress in transforming the old Ag Center into the new Sheriff's Office. He stated that the expenditures have been monitored and he anticipates the project coming in well under budget.

Tim Parson, Liberty Partners, advised that Doctors Memorial Hospital has received the invoices for their purchase of medical equipment from Omnicell and that a Memorandum of Understanding (MOU) between the hospital and the County will be needed before using ARPA funds to pay the invoices. The MOU will clarify that the equipment has been set up to the hospital's approval and that the County is not responsible for any upgrades the equipment may need in the future. Commissioner Newsom offered a motion approving the Chairman's signature on the MOU contingent on approval by Jennifer Green of Liberty Partner and the Hospital's Chairman of the Board. Commissioner Music offered a second and the motion passed unanimously.

(MOU)

Jon Sims, Dewberry Engineers, presented Resolution 23-07 approving application for Florida Department of Transportation SCRAP funding to repair Dykes Street. Commissioner Erickson offered a motion approving the Chairman to sign Resolution 23-07 with Commissioner Newsom offering a second. The motion passed unanimously.

(Resolution 23-07)

Jon Sims, Dewberry Engineers, presented Resolution 23-08 approving application for Florida Department of Transportation B-SCOP funding to repair the Adolf Whitaker Road Bridge. Commissioner Music offered a motion approving the Chairman to sign Resolution 23-08 with Commissioner Newsom offering a second. The motion passed unanimously.

(Resolution 23-08)

Jon Sims, Dewberry Engineers, presented Resolution 23-09 approving application for Florida Department of Transportation B-SCOP funding to repair the Roping Road Bridge. Commissioner Newsom offered a motion approving the Chairman to sign Resolution 23-09 with Commissioner Music offering a second. The motion passed unanimously.

(Resolution 23-09)

Jon Sims, Dewberry Engineers, advised that DOT has approved the reduced 1.84-mile paving on Bonifay Gritney Road Phase 2 from Coy Hinson Road to Jim Bush Road. Discussion included that an extension of the December 31st deadline is possible and that signed releases are still needed from a couple of property owners.

Cliff Knauer, Dewberry Engineers, stated that there is an avenue to creating a two-lane wooden bridge on Spring Valley Road. He will give a full report at the next meeting.

Nate Nolin, County Attorney, presented Resolution 23-10 approving the Chairman to sign the DOT Supplemental Agreement to reduce the Bonifay Gritney Road Phase 2 project to 1.84 miles from Coy Hinson

Road to Jim Bush Road. Commissioner Newsom offered a motion to adopt Resolution 23-10 with Commissioner Good offering a second. The motion passed unanimously.

(Resolution 23-10 and Supplemental Agreement)

Nate Nolin, County Attorney, presented Resolution 23-06 approving application for Florida Department of Transportation SCOP funding to improve Malcolm Taylor Road from Adolf Whitaker Road to County Road 160. Commissioner Newsom offered a motion approving the Chairman to sign Resolution 23-06 with Commissioner Music offering a second. The motion passed unanimously.

(Resolution 23-06)

John Feeney, Alday-Howell Engineering, presented Resolution 23-05 approving application for Florida Department of Transportation SCOP funding to repair County Road 179 Phase 2 from Pheil Lane to State Road 2. Commissioner Newsom offered a motion approving the Chairman to sign Resolution 23-05 with Commissioner Good offering a second. The motion passed unanimously.

(Resolution 23-05)

Jon Sims, Dewberry Engineers, advised that the Bonifay Chipley Road paving project is currently pending DOT approval. He stated that the one property owner who has not signed a release has committed to signing the document upon seeing the plans again. Discussion included that there will be no way to determine if enough money has been allocated for the project until the all the bids have been received.

Nate Nolin, County Attorney, discussed setting a curfew for public access to Dogwood Lakes as a solution to stop spot-lighting and other night activities on the lake. Discussion included setting the curfew from sunrise to sunset and how the curfew could be enforced. The Board requested that Mr. Nolin return to next meeting with a draft of a policy mirroring the County Parks' sunrise to sunset policy.

Nate Nolin, County Attorney, advised that no response has been received from the Attorney General about Commissioner Erickson voting on issues related to Dogwood Lakes.

Chairman Stafford discussed an encroachment issue at the New Hope Fire Department. Discussion included that the neighboring property has placed a storage building on a portion of the fire department's property. The Board requested that County Attorney Nate Nolin discuss re-surveying the property with the owner in order to do a boundary swap or quit claim deed after ensuring that no grants are tied the fire department's property.

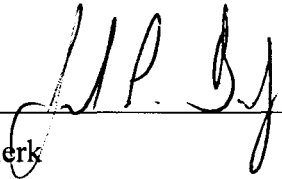
(Parcel Map)

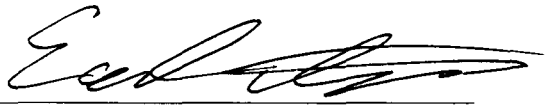
Douglas Rimmel, Ponce de Leon Fire Chief, advised that the fire department has applied for \$4 million in appropriations for a new fire station. He requested that the Board allow Liberty Partners to lobby for these appropriations under the County's contract. The Board directed County Attorney Nate Nolin, Jennifer Green of

Liberty Partners and the Ponce de Leon Attorney to negotiate the terms and present a Memorandum of Understanding (MOU) for the Board's approval. The Board agreed by consensus for Project Director David Corbin to draft an updated letter of support for the appropriations application.

(Letter)

There being no further business at this time, the meeting was adjourned at 7:14 p.m.


Clerk


Chairman