

May 2, 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 D) Sun Lake Road – added
- Commissioner Item E) CR 185 – added
- County Coordinator Item C) Health Department Roof - 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 April 18, 2023 Regular Session. Commissioner Newsom offered the second and the motion passed unanimously.

Commissioner Newsom presented a request from the Ponce de Leon PeeWee Football Association for a donation to go towards the purchase of 100 helmets. Discussion of this matter included the following:

- Request is for the new league's startup costs
- Legality of purchasing equipment for the league
- Efforts made by the league to raise the money
- Precedence set by Board donating to the program
- Board setting up a fund to help other startup programs
- Private donations presented during the meeting

The following citizens discussed the matter:

- Caleb Segers, PDL PeeWee Football Association President
- Pam Godwin, private citizen
- Shan Hatfield, Bonifay Kiwanis Club
- Kimberly Mason, PDL PeeWee Football Association Treasurer
- Tim Parson, Liberty Partners
- Sierra Smith, Waukesha Way

Commissioner Newsom offered a motion to donate \$500 to the PDL PeeWee Football Association for the purchase of the helmets. Commissioner Erickson offered a second and the motion passed unanimously.

(Quote)

Dustin Collins, a private citizen, stated that the property that belonged to his deceased mother, Samantha Treadwell, has been probated. However, a parcel of Ms. Treadwell's property fell into tax default and now belongs to the County. Mr. Collins requested the Board's permission to go onto the property to collect his mother's personal belongings. County Attorney Nate Nolin requested a copy of the final probate order. Commissioner Erickson offered a motion to have Project Director David Corbin accompany Mr. Collins onto the property contingent on the County Attorney's approval after reviewing the final probate order. Commissioner Newsom offered a second and the motion passed unanimously.

Michelle Baker, a private citizen, discussed the hazards caused by semitrucks traveling on CR 181 and requested the Board offer a solution for the problem. Discussion included that the Board previously reduced the speed limit, implementing a weight limit on the road and enforcing the limits. Sheriff John Tate offered to have his deputies patrol the road more often to enforce the speed limit and to reach out to the Florida Highway Patrol for assistance.

Connie Mason, Dogwood Lakes Golf Course owner, advised that multiple recreational vehicles have been placed on lots in the Dogwood Lakes community and are being used as permanent dwellings. Another two-acre parcel has been purchased in the community with the property owner intending to create a multi-site RV park. She stated that permits are not being legally obtained, that this will negatively affect property values and asked for the Board's assistance. Discussion of this matter included the following:

- Limit to Building Official's authority to deal with issue
- Code does not allow for RVs or campers to be used a full-time residence
- Organizing a meeting to include the Contracted Planner, Building Official, Project Director, County Attorney, Clerk, Property Appraiser, Water Management, and the Health Department to create a collaborative process to deal with the issue
- Need for Code Enforcement in the County
- Lots in the Dogwood Lakes community were reverted to a rural residential designation when the Homeowners Association (HOA) was dissolved
- Need for the public's input in updating the County's Comp Plan

The following citizens discussed this matter:

- John Feeney, Contracted Planner
- Keith Bennett, Building Official
- Sherry Rushing, Health Department
- Jim Linton, Dogwood Lakes resident

The Board directed Building Office Keith Bennett, Contracted Planner John Feeney and Project Director David Corbin to follow up with the parcels in the Dogwood Lakes community to see if a remedy is immediately available.

Melanie Rowand-Mills, Emerald Coast Regional Council, presented a Satisfaction of Mortgage for Paul R. Holmes and Lori A. Holmes. She advised that the 1998 SHIP lien has expired and all

conditions have been satisfied. Commissioner Newsom offered a motion for the Chairman to sign the satisfaction with Commissioner Music offering a second. The motion passed unanimously.

(Satisfaction of Mortgage)

David Corbin, Project Director, advised that he had met with the City of Bonifay and the Kiwanis Club to discuss establishing a Recreation Director. Discussion included the proposed job description for the position, the salary and creating an accountability board to oversee the position. Shan Hatfield, Kiwanis Club, discussed the expectations of the position and the composition of the board. The Board agreed by consensus to table the hiring of a Recreation Director until it has been determined how the \$3 million in Rec Center appropriations will be utilized.

(Recommendation & Job Description)

Emily McCann, City of Bonifay Mayor, advised that Congressman Neal Dunn's office met with Liberty Partners, City officials, County officials and staff from the U.S. Department of Housing and Urban Development (HUD). Ms. McCann advised that after HUD presented the options for handling the \$3 million appropriations awarded to the City for improving the 15-acre Rec Center, the City opted to make the County a subrecipient with the money flowing through the County. Discussion included of this matter included the following:

- Use of an accountability board to oversee the use of the appropriations
- Need to revise the original scope of work on the grant application
- Need for School Board involvement with the project
- Deadline of August 2030 to use appropriations
- City providing a quit claim deed to the County to clear up ownership of the property

The following citizens discussed this matter:

- Tim Parson, Liberty Partners
- Shan Hatfield, Kiwanis Club
- Nate Nolin, County Attorney
- Sam Bailey, Clerk of Court
- Garrett Curry, Dixie Youth Association

Commissioner Newsom offered a motion accepting the option to name the County as a subrecipient for the Rec Center appropriations. Commissioner Music offered a second and the motion passed unanimously. Commissioner Newsom offered a motion for Project Director David Corbin to form a seven-to-nine-member committee to oversee the use of the appropriations and come back with a recommendation of the members. Commissioner Erickson offered a second. Commissioners Erickson, Good, Music and Newsom voted yes with Chairman Stafford voting no. The motion passed.

(Meeting Minutes)

David Corbin, Project Director, advised that the roof on the Health Department building needed to be replaced. Sherry Rushing, Health Department, discussed the water damage caused by the 19-year-old roof despite multiple attempts to patch the leaks. Discussion included that the repair could be declared an emergency to ensure the work will be done before hurricane season starts and that quotes should be obtained for metal and shingled roof replacement. Keith Bennett, Building Official, will put the specs together for the new roof along with an imposed start date for the repair project. Commissioner Erickson offered a motion for Mr. Corbin to proceed with the emergency roof replacement with a cap of \$60,000 of Board Contingencies to be used for the improvement. Commissioner Newsom offered a second and the motion passed unanimously.

Bob Stinebaugh, The Integrity Group, advised that FEMA has implemented an archeological monitoring requirement for Hurricane Sally DR #4564 during the directional boring at Dogwood Lakes Park. He is collecting quotes on the cost of the service as well as ensuring the service is a FEMA reimbursable expense.

Keith Bennett, Building Office, presented a proposed proclamation declaring May 2023 as Building Safety Month. He advised that this is sponsored by the International Code Council to aide communities in recognizing the importance of adherence to building codes. Commissioner Newsom offered a motion to have the Chairman sign the proclamation. Commissioner Music offered a second and the motion passed unanimously.

(Proclamation)

John Feeney, Contracted Planner, stated that the revised ordinance updating the lot split restrictions on parcels separated by a public waterways or roads has been drafted and will be advertised next week.

John Feeney, Contracted Planner, advised that the revised ordinance allowing a variance of the requirement that an accessory apartment be no more than 25% of the existing structure with Board approval will also be advertised next week. He discussed the advantages of updating the language on a variance application to put in notification requirements for surrounding property owners. Discussion also included having residential variance requests approved by the Planning Commission with only commercial development variance requests requiring Board approval. The Board agreed by consensus for Mr. Feeney to proceed with updating the language on application for variance.

Sam Bailey, Clerk of Court, suggested that the Budget Committee should start meeting immediately due to issues with the current budget as well as concerning projections for next year's budget. Discussion included implementing a spending and hiring freeze. The Board agreed by consensus for the committee to schedule a meeting next week.

Jon Sims, Dewberry Engineers, presented updates on the following projects:

- Coursey Road Speed Bumps – has talked with DOT and waiting for a final answer

- Bonifay Chipley Road - paving project has been given the green light by DOT with just one more property release needing a signature
- Little John Road Survey – survey crew to start work soon
- Bonifay Gritney Road – still working to obtain signatures on property releases

Jake Mathis, Melvin Engineering, advised that the CR 181C SCOP project is on schedule with shoulder work currently being completed.

Jake Mathis, Melvin Engineering, presented cost estimates for improving Robin Hood Lane to create a graded dirt road or a paved road for the lots that have no road frontage. Discussion included the County's legal responsibility for providing roads to the platted lots being sold on Robin Hood Lane. Shan Hatfield discussed levying a special MSBU assessment if Dogwood Lakes HOA is reinstated. The Board agreed by consensus to table this matter until County Attorney Nate Nolin could review the plat and the actions taken when the County accepted the roads in Dogwood Lakes.

(Cost Estimates)

John Feeney, Alday Howell Engineering, advised that DOT wants to shorten the scope of the CR 179A Phase 2 SCOP project to three miles. The projected revision will fund the road improvement from Phiel Lane to west of Doogar Clark Drive. He stated that DOT is cutting projects due to the increase in construction costs. The Board agreed by consensus to the shortening of the project.

Nate Nolin, County Attorney, advised that the Board has previously abandoned Tillman Road by Resolution 20-66. However, the property was not actually put in the applicant's name. Commissioner Newsom offered a motion for the Chairman to sign a quit claim deed for the road property over to Karen Register. Commissioner Good offered a second and the motion passed unanimously.

Nate Nolin, County Attorney, stated that Kevin Shull's Prosperity Park easement request can be completed once Dewberry Engineering re-stakes the southwest corner. Mr. Shull has agreed to sign a mutual release of any encroachment issue with the issuance of the easement. Attorney Nolin advised that the encroachment issue on the southern portion of Prosperity Park onto property owned by Jerry Eldridge can be settled by deeding the property to Mr. Eldridge. Commissioner Newsom offered a motion for the Chairman to sign a quit claim deed of the Prosperity Park property that encroaches onto Mr. Eldridge's property. Commissioner Music offered a second and the motion passed unanimously.

Nate Nolin, County Attorney, discussed creating a Dogwood Lakes curfew by creating an ordinance that mirrors the sunset to sunrise curfew used for the County parks. Discussion included enforcement of the ordinance. The Board directed Project Director David Corbin get with the private owner of the boat ramp about posting a "Private Property" notice.

Commissioner Good proposed reinstating longevity pay for any County employee that is rehired within six months of terminating their employment with the County. Discussion included this will be a change to the County's current policy of re-hired employees being treated as new hires. Commissioner Good offered a motion to accept the proposal with Commissioner Music offering a second. The motion passed unanimously.

Commissioner Erickson discussed closing the end of Olive Lane. Discussion included that the Road Department no longer maintains that portion of the road and that it involves only one property owner. County Attorney Nate Nolin advised that the owner needs to go through the Road Closure application process.

(Plat)

Commissioner Erickson offered a motion to appoint Eric Marell to the District 5 seat on the Holmes County Planning Commission Board effective immediately. Commissioner Newsom offered a second and the motion passed unanimously.

(Appointment)

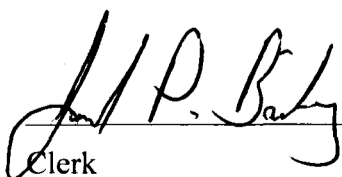
Commissioner Erickson presented a proposed contract from CW Roberts to pave one mile of Sun Lake Road for an amount of \$118,075. Discussion included that no mobilization costs are included in the quote since the contractor is currently working in the area. Joe Pryor, Sun Lake Road resident, discussed the disrepair of the road. Commissioner Erickson offered a motion for the Chairman to sign the contract and to use FEMA validated funds for the cost of the project. Commissioner Newsom offered a second. Commissioners Erickson, Newsom and Music voted yes with Commissioners Good and Chairman Stafford voting no. The motion passed.


(Proposal and Contract)

Commissioner Newsom requested that the Board send a letter to DOT requesting that the CR 185 paving project be moved up in DOT's five-year work plan. Commissioner Newsom offered a motion for the County Attorney to prepare the letter for the Chairman to sign. Commissioner Good offered a second and the motion passed unanimously.

Chairman Stafford advised that Sheriff John Tate has requested permission to renovate the old Ag Center's sign for the new Sheriff's office. The Board agreed by consensus to grant the Sheriff's request.

There being no further business at this time, the meeting was adjourned at 8:55 p.m.


Clerk


Chairman