

August 1, 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, was present.

Angie Purvee, Finance Director, was present and kept the minutes.

Chairman Stafford called the meeting to order at 6:00 p.m. Sam Bailey, Holmes County Clerk, led the prayer and pledge.

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

- Commissioner Item A) Shop Mechanic Position – added
- Commissioner Item B) 2023-2024 Pay Increase - 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 July 18, 2023 Regular Session. Commissioner Newsom offered a second and the motion passed unanimously.

Dennis Barnes, Barnes Insurance, advised that he had negotiated a 5.86% increase in the County's Florida Blue health insurance premiums down from the initial 8.51% increase. Discussion included the \$58,524 of 2021 pro-share funds received which the Board elected to set aside to offset any increase and that there will be no change in vision or dental insurance premiums. Mr. Barnes presented the Insurance Committee's recommendation for the County to absorb the increase for the employee coverage with the increase for family member coverage being passed on to the employee. Commissioner Erickson offered a motion to accept the Insurance Committee's recommendation. Commissioner Music offered a second and the motion pass unanimously. Mr. Barnes announced that his company is currently being rebranded as Alera Group.

(2023-24 Insurance Rates)

Multiple juveniles involved in vandalizing the Rec Center offered apologies to the Board for their actions.

Aubrey Ammons, an Ammons Road resident, requested an update on the FEMA #4564 Ammons Road culvert repair project. Bob Stinebaugh, Integrity Group, presented an update for the Hurricane Sally FEMA project stating that Dewberry Engineering is currently working on getting the permits for the Ammons Road culvert project with final funding approval pending. Mr. Stinebaugh also announced that

he is gathering quotes for the required monitoring services for the directional boring in the FEMA #4564 parks projects.

Melanie Rowand-Mills, Emerald Coast Regional Council, presented the 2021 SHIP Annual Closeout Report for approval. She advised that the lack of activity on the report is due to the SHIP program not receiving any project funds that year. Commissioner Newsom offered a motion approving the annual report with Commissioner Music offering a second. The motion passed unanimously.

(Annual Report)

Melanie Rowand-Mills, Emerald Coast Regional Council, presented a Satisfaction of Mortgage for the SHIP lien against Alberta Lawson. She advised that the first-time homebuyer lien was recorded in 1998 and has since expired. Commissioner Good offered a motion for the Chairman to sign the Satisfaction and for the Clerk's office to record the satisfaction. Commissioner Newsom offered a second and the motion passed unanimously.

(Satisfaction)

Melanie Rowand-Mills, Emerald Coast Regional Council, presented a Satisfaction of Mortgage for the SHIP lien against Charles E. Plain. She advised that the first-time homebuyer lien was recorded in 2001 and has since expired. Commissioner Good offered a motion for the Chairman to sign the Satisfaction and for the Clerk's office to record the satisfaction. Commissioner Newsom offered a second and the motion passed unanimously.

(Satisfaction)

Melanie Rowand-Mills, Emerald Coast Regional Council, presented a Satisfaction of Mortgage for the SHIP lien against Beverly K. Manning. She advised that the first-time homebuyer lien was recorded in 2001 and has since expired. Commissioner Newsom offered a motion for the Chairman to sign the Satisfaction and for the Clerk's office to record the satisfaction. Commissioner Music offered a second and the motion passed unanimously.

(Satisfaction)

Jennifer Green, Liberty Partners, presented a memo discussing the potential grants for raising the water level at Dogwood Lakes and improving Prosperity Park. Ms. Green advised that multiple grants are available for the Dogwood Lakes project and that she will be relying on information from the engineering reports to apply for the grants. She stated that a Florida Recreation Development Assistance Program (FRDAP) grant will be the best option for improving Prosperity Park. Discussion included the number of FRDAP applications the County is allowed to submit, the grant requirements of maintaining the park and budgeting grant matching funds. Jon Sims, Dewberry Engineering, advised that a county can have three open FRDAP grants for three different parks simultaneously. The Board agreed by consensus that Prosperity Park will require a larger planning grant but directed Liberty Partners to apply

for FRDAP grants for playground equipment for three County parks. The Board's office will supply the names of the chosen parks to Liberty Partners directly. Liberty Partners agreed to have the applications ready by the next meeting for approval in order to submit by the August 31st deadline.

(Memo)

Rod Adams, Melvin Engineering, presented the final pay requests and the close-out documents for the CR 181C SCRAP improvement project. Commissioner Newsom offered a motion approving the pay requests and the close-out documentation. Commissioner Music offered a second and the motion passed unanimously.

(Documents)

Rod Adams, Melvin Engineering, advised that the survey for the CR 181 Phase 2 design project is 75% complete and the design should be submitted to the Florida Department of Transportation (DOT) by September 15th. He stated that the construction portion of the project is not scheduled until January 2026 but could be funded earlier.

Rod Adams, Melvin Engineering, stated that CR 181 Phase 1 grant agreements for construction will be available for approval soon. The funding for that project is for 2024 and will include widening the road and possibly paving the shoulders.

Rod Adams, Melvin Engineering, advised the preliminary layout for the Busy Bee site development has been submitted to the company, but approval is pending.

Rod Adams, Melvin Engineering, advised that the Raper Diary/Thomas Drive industrial site grant (D0187) and the Busy Bee site survey, environmental review and preliminary site plan are in progress.

John Feeney, Alday-Howell Engineers, stated that the CR 185 design project is in review and will be submitted to DOT next week. Discussion included the need for an easement from a property owner for a right-of-way issue on the road.

Nate Nolin, County Attorney, discussed a 10-foot encroachment issue at the New Hope Fire Department property with neighboring property owner, Stacy Ward, and advised that the matter could be remedied with a boundary line agreement. Commissioner Newsom offered motion for the Chairman to sign the boundary line agreement and quit claim deed when they become available. Commissioner Good offered a second and the motion passed unanimously.

(Parcel Map)

Nate Nolin, County Attorney, presented a proposed Appointment Policy for handling the appointments, reappointments, or replacement of members to the various boards/committees presented for Board approval. He explained that the proposed policy will require a Level 1 background check for

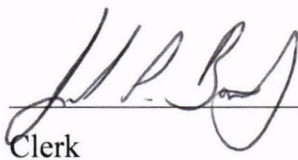
all nominees with Mr. Corbin presenting findings to the Board before any nomination is approved. Commissioner Erickson offered a motion to adopt the proposed policy with Commissioner Good offering a second. The motion passed unanimously.


(Policy)

Commissioner Good discussed the hardship created on the Road Department Shop by not filling the vacant mechanic position and that the position is on the budget. Commissioner Good offered a motion to unfreeze and advertise the position. Commissioner Newsom offered a second and the motion passed unanimously.

Commissioner Erickson discussed implementing a pay increase for all County employees in the 2023-2024 budget. Discussion included the cost of the pay increase, that it will be a recurring expenditure and the work by the Budget Committee to balance the 2023-2024 budget. Sam Bailey, Holmes County Clerk, advised that committee is dealing with a \$350,000 shortfall and this expenditure would increase it to approximately \$500,000. Commissioner Erickson offered a motion to give all County employees a 2.5% pay increase in the 2023-2024 fiscal year with Commissioner Good offering a second. Commissioners Erickson, Newsom and Good voted yes with Commissioners Music and Stafford voting no. The motion passed.

There being no further business at this time, the meeting was adjourned at 6:56 p.m.


Clerk


Chairman