

January 26, 2016  
Regular Session  
Bonifay, Florida

The Holmes County Board of Commissioners met in a Regular Session on the above date with the following members present: Commissioner Mickey Locke, Commissioner William Parish, Commissioner David Whitaker, Commissioner Bobby Sasnett, and Commissioner Danny Powell, Chairman of the Board.

Jeff Goodman, County Attorney, was present.

Melissa Kabaci, Deputy Clerk, was present and kept the minutes.

The meeting was convened at 6:02 p.m. Chairman Powell opened the meeting. Reverend Randy Torrence led with prayer and the pledge.

The first agenda item was Agenda Additions or Deletions. Items added to today's agenda included:

- 7H) Letter of support to the Peanut Festival competition showing the Board's participation in the Miss Holmes County pageant
- 7I) Construction and Engineering Inspection (CEI) presentations for the Tobe Retherford Road project to be held after the February 9, 2016 Regular Session
- 10) Selection of highest ranked Engineer firm for the Tobe Retherford Road project

Commissioner Sasnett offered a motion to approve the amended agenda. Commissioner Locke offered a second. The motion passed unanimously.

The next item was "Hearing the Public". Ms. Teri Mattson, Director of Lucky Puppy Rescue, discussed animal control issues. Discussion included her rescue facility having rescued or buried sixty (60) dogs since the animal control discussion in the November meeting and having identified the two (2) major problems the County faces to instate animal control. Discussion included the first issue being a shelter facility to house the animals, the second issue being the need of someone to transport the dogs to the facility. Ms. Mattson offered to enter into a temporary agreement with the County to transport the dogs to a Chipley facility until an Animal Control officer can be put in place. She advised Animal Control of West Florida in Chipley has offered their facility. The Board revisited this topic later in the meeting.

(Letter)

Ms. Becky Lowery, Lucky Puppy Rescue, discussed having located the man that abandoned the dogs discussed in the prior meeting. She advised he is in custody and faces prosecution.

Commissioner Sasnett offered a motion to approve the following consent items:

- January 8, 2016 Special Session Minutes, January 12, 2016 Regular Session Minutes
- Comprehensive Emergency Management Plan (CEMP) adoption and Resolution #16-02
- CDG Engineers Addendum to the Master Service Agreement for Landfill Monitoring
- Miscellaneous Appropriations Agreement – Council on Aging
- Miscellaneous Appropriations Agreement – Chamber of Commerce
- Miscellaneous Appropriations Agreement – Tri County Community Council
- Community Development Block Grant (CDBG) Procurement Policy Replacement
- CDBG Citizens Complaint Policy Amendment
- Citizens Participation Plan Amendment
- Section 504/ADA Access Policy Amendment

- Housing Assistance Plan Replacement
- Equal Employment Opportunity (EEO) Policy Amendment

Commissioner Locke offered a second. The motion passed unanimously.

(CEMP Resolution #16-02)

(Agreements)

(CDBG Procurement Policy)

(Amendments)

(Housing Assistance Plan)

The Board discussed the Development Commission's recommendation to fill a vacancy on the Commission. Raymon Thomas, Development Commission Director, advised their recommendation is Mr. Kenneth Capps. Commissioner Locke offered a motion to approve the recommendation appointing Mr. Capps with Commissioner Parish offering a second. The motion passed unanimously.

(Recommendation)

Randy Torrance, Historical Society, discussed the celebration of Holmes County's 168th birthday since being established January 8, 1848. Discussion included the development of several programs to include a walking tour.

Jim Brook, Executive Director of Opportunity Florida (OF), discussed their ongoing business development projects and requested the Board's continued participation in their programs by payment of the \$1900 annual dues. Richard Williams, OF, also discussed the mega site projects they are developing in Jackson County and requested appointment of a Board member that can attend their economic development meetings. Commissioner Parish offered a motion to pay the annual dues for Opportunity Florida membership. Commissioner Whitaker offered a second. The motion passed unanimously. Commissioner Whitaker offered a motion for Commissioner Parish to serve on the Opportunity Florida panel with Commissioner Sasnett offering a second. The motion passed unanimously.

Wendel Whitehurst, County Coordinator, requested the Board's endorsement of a letter of support to Amanda Hicks and Christy Powell to send the winner of Miss Holmes County to the National Peanut Festival to represent Holmes County. Discussion included that this would be at no cost to the county and the letter would indicate the Board is in no way financially responsible. Commissioner Parish offered a motion to approve the letter of support. Commissioner Locke offered a second. The motion passed unanimously.

(Letter)

Mr. Whitehurst discussed holding the Construction and Engineering Inspection (CEI) presentations for the Tobe Retherford Road SCOP project directly following the February 9, 2016 Regular Session. The Board agreed by consensus.

Mr. Whitehurst discussed putting out bids for options for the Public Works uniforms and maintenance. Commissioner Parish offered a motion to approve bidding for uniform services with Commissioner Sasnett offering a second. The motion passed unanimously.

Mr. Whitehurst discussed giving a refund of \$125.00 for rental of the Agricultural Center building to Sabrina Skipper due to the facility having plumbing issues at the time. Commissioner Whitaker offered a motion to approve the refund. Commissioner Parish offered a second. The motion passed unanimously.

(Letter)

Mr. Whitehurst discussed the list of surplus County equipment and requested the Board look over the list and advise him at the next meeting what can go and what to keep.

(List)

Mr. Whitehurst discussed the Old Mt. Zion Road project and advised a dozer will be needed to complete the project. Discussion included the options of renting a dozer or advertising to contract out the dozer work. The Board agreed by consensus for Mr. Whitehurst to bring information back on these options.

Mr. Whitehurst discussed the Animal Control meeting with Washington County that will be held tomorrow and advised an agreement should be made at that time. Discussion included if an agreement isn't made tomorrow to explore the option that Ms. Mattson offered at the beginning of the meeting.

Mr. Whitehurst discussed the fleet of graders the Board had asked him to look over and make a recommendation for replacements. He recommended replacing both graders in District 2 and one grader in District 3 and bidding out to lease the replacement graders. Commissioner Parish offered a motion to approve bidding for leasing on the graders. Commissioner Locke offered a second. The motion passed unanimously.

Buddy Brown, School Board Facilities Director, discussed the building inspection proposal for the new school and introduced Mr. Brooks Hayes, Project Manager. Discussion included that they would like to contract out with the Board for school building inspection services up to twenty (20) hours a week. Discussion also included needing a third independent party that can be on the school site during the necessary inspection times, using the County inspector up to twenty (20) hours a week on an on-call basis and the school board paying for half of the salary. Attorney Goodman advised he will prepare an agreement and present it at the February 9, 2016 meeting for the Board's approval.

Attorney Jeff Goodman discussed Resolution #16-3 being for reduction of weight limits on specified County roads and the use of permits for anything over 20,000 pounds. Discussion included Coursey Road being one affected road and issuing permits at \$5.00 per permit per the FDOT minimum requirement. Commissioner Locke offered a motion to approve Resolution #16-3 with Commissioner Parish offering a second. The motion passed unanimously.

(Resolution #16-3)

Tom Carpenter, Melvin Engineering, gave an update on the CR 177 project. He advised the weather has hampered the asphalt pouring portion and expects a project completion date the end of February or mid-March.

Cliff Knauer, Preble-Rish Engineering, discussed the asphalt patch project bid for CR 162, CR 181 and John Clark Road. Discussion included having received bids from four (4) companies and having received alternate bids from them that will set a price in place for a one year time frame. Mr. Knauer recommended awarding the base bid to CW Roberts for \$53,885 and the alternate bid to CW Roberts for \$11,300 for a one year time frame when patch projects become ready. Discussion also included the funding to come out of the Contingency or LOGT budget and the alternate bid set at zero dollars until a patch job is ready and the set price on a minimum request of twenty (20) tons with mobilization and the bidder covering maintenance and traffic. Commissioner Parish offered a motion to approve CW Roberts on the base bid and alternate bid. Commissioner Locke offered a second. The motion passed unanimously.

(Bid summary)

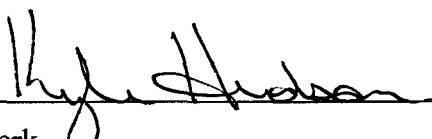
Mr. Knauer also gave an update on the Deacon Road, Thomas Drive, CR 181 and Old Mt. Zion Road projects.


Attorney Goodman discussed the results of the ranking of the Engineering firms for plans for the Tobe Retherford SCOP project and advised David Melvin's firm had ranked the highest. Commissioner Whitaker offered a motion to enter into negotiations with David Melvin Engineering for the SCOP project. Commissioner Parish offered a second. The motion passed unanimously.

(Ranking summary)

Commissioner Parish discussed the inmate medical provider status and advised that Tammy Bozeman, Sheriff's Department Finance Officer, had let him know they have reached a tentative agreement with nursing and Doctor services to be funded by the Sheriff's department. Discussion included the Sheriff will hire the nurse as a County employee and the Doctor will provide inmate medical services one day a week. Ms. Bozeman will bring the Board full details.

There being no further business at this time the meeting was adjourned at 6:52 p.m.

  
Clerk

  
Chairman