

September 19, 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:

- Commissioner Item B) District 5 Rotary Equipment – added
- County Coordinator Item C) Letter from City of Bonifay – added
- County Coordinator Item D) Spring Valley Road/Turbeville Road Bridge – added
- County Attorney Item E) Dewberry Peak Road Bridge Task Order - 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 September 5, 2023 Special Session, the September 5, 2023 Tentative Budget Hearing and the September 5, 2023 Regular Session. Commissioner Newsom offered a second and the motion passed unanimously.

Jon Creamer, Florida Fish and Wildlife Conservation Commission, advised that the County's old landfill property will make a suitable Chronic Wasting Disease testing site. He presented a map of two proposed sites on approximately 2.5 acres of the property and stated that FWC is prepared to enter into a long-term lease agreement with the County with FWC absorbing the total cost associated with setting up the lab facilities. Mr. Creamer advised that any permanent structures placed on the site will be turned over to the County when FWC exits the property. Discussion included having a survey of the property completed, the best spot on the property for the testing site, the scheduled public meetings and the new hunting regulations imposed for the region due to the presence of the disease. The Board tabled this matter until FWC can secure a survey and County Attorney Nate Nolin can review the terms of the long-term lease.

(Map)

Noragene Green, a Three Mile Road resident, discussed property owner Cyril Gazagnaire setting up a trailer park on John Marsh Road without securing the proper permits and zone changes. John Feeney, Contracted Planner, advised that Mr. Gazagnaire has defied the requests to cease his actions, attempts

have been made to stop the issuance of any permits and that the matter is a Code Enforcement issue. The Board assured Ms. Green she will be notified of any proposed changes on Mr. Gazagnaire's property.

John Feeney, Contracted Planner, presented proposed Ordinance 2023-03 amending the Comprehensive Plan and Future Land Use for Parcel Number 0925.04-000-000-019.000 from Rural Residential to Urban Mix. He advised that the land use change will allow car sales on the property and that the second public hearing was advertised for today. Chairman Stafford opened the public hearing for the Ordinance. The hearing was closed with no response from the public. Commissioner Newsom offered a motion to adopt Ordinance 2023-03 with Commissioner Good offering a second. The motion passed unanimously.

(Ordinance 2023-03)

John Feeney, Contracted Planner, presented proposed Ordinance 2023-04 amending the Comprehensive Plan and Future Land Use for Parcel Number 0935.00-000-000-032.000 from Rural Residential to Urban Mix. He advised that the second public hearing was advertised for today. Chairman Stafford opened the public hearing for the Ordinance. The hearing was closed with no response from the public. Commissioner Newsom offered a motion to adopt Ordinance 2023-04 with Commissioner Good offering a second. The motion passed unanimously.

(Ordinance 2023-04)

John Feeney, Contracted Planner, reminded the Board that the Workshop to discuss the County's Comp Plan update is scheduled for Monday, September 25<sup>th</sup> at 5:30 p.m.

Becky Marsh, Holmes County Library Director, and Mary Balint, PPLCS Administrator, presented the 2023-2024 State Aid to Libraries Grant Agreement and the Certification of Free Use for Board approval. Ms. Balint advised that the State Aid to the County will be approximately \$23,676. Commissioner Newsom offered a motion for the Chairman to sign the agreement and certification. Commissioner Music offered a second and the motion passed unanimously.

(Agreement and Certification)

Traci Corbin, Health Department Director, presented the 2023-2024 Health Department Contract and Fee Schedule. She advised that no changes had been made from the previous contract other than fee schedule changes imposed by Medicare. Commissioner Newsom offered a motion for the Chairman to sign the contract and fee schedule with Commissioner Music offering a second. The motion passed unanimously.

(Contract and Fee Schedule)

Donnie Sellers, Florida Forest Service, presented the 2022-2023 Florida Forest Service Annual Report. He discussed the number of local forest fires along with the fire control activities during the year.

(Report)

Melinda Gates, Interim Executive Director of the Choctawhatchee Estuary Program, presented proposed Resolution 23-14 designating the week of September 16 through September 23, 2023 as “National Estuaries Week” locally. She discussed the history of the Estuary Board and the events planned for the designated week. Commissioner Newsom offered a motion to adopt Resolution 23-14 with Commissioner Music offering a second. The motion passed unanimously.

(Resolution 23-14)

Angie Purvee, Finance Director, presented 2022-2023 Supplemental Budget #1 and advised that a public hearing had been advertised for the meeting. She stated that the supplemental budget was to bring additional EMS revenue onto the budget to cover that department’s budget shortfall and to move FEMA validated funds into the General Fund to pay the Project Gateway loan payment as approved by the Board. Chairman Stafford opened the public hearing for the supplemental budget. Upon no response from the public, Chairman Stafford closed the meeting and Commissioner Newsom offered a motion to approve the 2022-2023 Supplemental Budget #1. Commissioner Music offered a second and the motion passed unanimously.

(Supplemental Budget #1)

Angie Purvee, Finance Director, presented 2022-2023 Budget Amendment #3 which brought grant money onto the budget, moved money between departments as approved by the Board and funds for overdrawn line items. Commissioner Music offered a motion to approve the 2022-2023 Budget Amendment #3 with Commissioner Newsom offering a second. The motion passed unanimously.

(Budget Amendment #3)

David Corbin, Project Director, presented a proposed letter to the Town of Westville in support of the town’s USDA grant application for a multi-response facility to be used in conjunction with legislative appropriations awarded. Commissioner Good offered a motion for Mr. Corbin to sign the letter of support. Commissioner Music offered a second and the motion passed unanimously.

(Letter)

David Corbin, Project Director, presented quotes for leasing backhoes and bulldozers as directed by the Board. He advised that the expense is not on the proposed 2023-2024 budget and discussed the current disrepair of the County’s equipment. Discussion also included renting a bulldozer for \$4,500 per

week which includes a driver and the fuel. The Board agreed by consensus to table this matter until Mr. Corbin can investigate selling surplus equipment to offset the costs of the lease or rental.

(Quotes)

David Corbin, Project Director, presented a letter from the City of Bonifay requesting the use of the old Sheriff's Office building to house the Bonifay Police Department. John Tate, Holmes County Sheriff, expects to move into his new offices in mid-October. The Board agreed by consensus to table this matter until Mr. Corbin can assess the building to determine potential uses and make a recommendation to the Board.

(Letter)

Chairman Stafford stated that the Florida Department of Transportation (DOT) has approved replacing the bridge on Spring Valley Road/Turbeville Road with a timber bridge. Discussion of this matter included the following:

- Replacing the structure with a concrete bridge will cost over \$1 million
- DOT will require a Load Rating Form for the timber bridge
- Geotech proposal has never been approved for the bridge
- Board's policy states that any bridge in the County can only be replaced with a concrete bridge
- County can recoup cost of replacing the bridge through FEMA #4564 (Hurricane Sally) Small Project Netting
- Not changing policy, but declaring the replacement with a timber bridge as an emergency

The following citizens discussed this matter:

- Cliff Knauer, Dewberry Engineers
- Bob Stinebaugh, The Integrity Group

Commissioner Erickson offered a motion to have Hanson Engineering design the timber bridge with Commissioner Good offering a second. The motion passed unanimously. Mr. Knauer will present the Geotech proposal to the Board at a later meeting.

Bob Stinebaugh, The Integrity Group, discussed the FEMA #4564 (Hurricane Sally) Small Project Netting for the parks and bridges projects. He also discussed the current FEMA appeal and advised that a letter from property owners on the effected roads describing the condition of the roads before Hurricane Sally would assist with the appeals process. The Board agreed by consensus to place the attorney-approved letter on the County's website for citizens to download and sign.

Bob Stinebaugh, The Integrity Group, stated that the Ammons Road culvert project is still in the FEMA #4564 queue and that the money has not been released. Cliff Knauer, Dewberry Engineers, advised that he has responded to DEP's queries and expects to have the permits soon. The Board discussed scheduling a visit with Senator Neal Dunn to request his assistance with this FEMA project.

Tim Parson, Liberty Partners, discussed the following projects:

- FRDAP grant applications have been submitted on two park projects
- List of legislative appropriations needed for the 2023-2024 session
- Requesting appropriations for Prosperity Park improvements, a new EMS facility and increasing the water level of Dogwood Lakes
- The Government Efficiency Center RFP for the Ag Center building is needed to prepare a budget for the project

Commissioner Erickson offered a motion to make the request for a new EMS facility first priority for legislative appropriations. Commissioner Newsom offered a second and the motion passed unanimously.

Cliff Knauer, Dewberry Engineers, presented the following Government Efficiency Center update:

- Environmental work completed
- Storm water pond moved to west side of property allowing more room for building
- Architect, electrical and mechanical plans should be completed in three weeks
- Submitting for water management permits this week
- DEP permits will be applied for soon

Jon Sims, Dewberry Engineers, stated that two more releases for the Bonifay/ChIPLEY Road have been received and the project should be ready to advertise in October. He discussed his continued efforts to obtain releases for the Bonifay/Gritney Road. The Board agreed by consensus to advertise the RFP for the Bonifay/ChIPLEY Road after October 1<sup>st</sup>.

Rod Adams, Melvin Engineering, presented the design plans for CR 181 Phase 2 SCOP project improvements from State Road 81 to Minger Road. He advised that the construction funds will be available in the 2026 fiscal year, that drainage improvements have not been configured yet and that Geotech on both phases of the road can be done at the same time.

(Plans Available Upon Request)

Rod Adams, Melvin Engineering, advised that construction on the CR 181 Phase 1 SCOP project from Minger Road to County Road 179A can start once the design is completed.

Rod Adams, Melvin Engineering, discussed the two grants in support of the Busy Bee project:

- The rural infrastructure grant for water and sewer is pending the Busy Bee owners' decision on site placement and an extension may need to be requested
- The CDBG grant agreement for the offramp and intersection improvements has not been received as of this date

Nate Nolin, County Attorney, presented the CR 181 Phase 1 Task Order for Melvin Engineering to complete the design work for an amount of \$425,739. Commissioner Newsom offered a motion approving the task order with Commissioner Music offering a second. The motion passed unanimously.

(Task Order)

Nate Nolin, County Attorney, requested a Board decision about selling the County's property on Bear Hewett Road. Discussion included that the legal description discrepancy has been corrected, selling the property "as is" and placing a sign on the property. Commissioner Newsom offered a motion to put the property out for sealed bids after October 1<sup>st</sup>. Commissioner Music offered a second and the motion passed unanimously.

Nate Nolin, County Attorney, advised that the grant writing and engineering services for the Project Gateway CDBG grant need to be readvertised. Discussion included the County's obligation to pay the interest on the property loan and that the State has passed legislature where the County can request advance funding on both Project Gateway projects. Commissioner Newsom offered a motion to readvertise the CDBG grant writing and engineering services with Commissioner Music offering a second. The motion passed unanimously.

Nate Nolin, County Attorney, advised that a property owner on Dixie Lane is requesting that the County either abandon the platted road or start maintaining the road. The Board expressed concern about landlocking owners if the road is abandoned. Attorney Nolin will contact the property owner to verify his request.

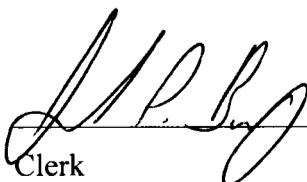
Nate Nolin, County Attorney, presented a task order for Dewberry Engineers to complete the surveying and design work for the Peak Road Bridge B-SCOP project in the amount of \$21,000. Commissioner Newsom offered a motion approving the task order with Commissioner Music offering a second. The motion passed unanimously.


(Task Order)

Commissioner Good advised that the City of Bonifay still plans to take control of the water on the I-79 Corridor which will make the City liable for the grant requirements. The City is requesting more time to make this happen while they are dealing with a change of leadership.

Commissioner Erickson presented a quote to obtain a new bushhog attachment for District 5. Discussion included the repairs made to the current attachment, the lack of warranty on the attachment and that the purchase will need to be placed on the 2023-2024 budget. The Board agreed by consensus to continue to repair the current attachment.

There being no further business at this time, the meeting was adjourned at 10:47 a.m.

  
Clerk

  
Chairman