

February 6, 2024
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, Earl Stafford, Brandon Newsom, Phillip Music and Commissioner Jeff Good, 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 Good 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:

- Agenda Item B-2) SHIP Program Housing Replacement Request – added
- County Coordinator B) *Touch-A-Truck* at Down Home Street Festival – added

Commissioner Stafford offered the motion to accept the amended agenda with Commissioner Music offering the second. The motion passed unanimously.

Commissioner Stafford offered a motion to adopt the minutes from the January 16, 2024 Regular Session. Commissioner Newsom offered a second and the motion passed unanimously.

Richard Willsey, a private citizen, advised that, according to the Fire Marshal's office, the County is responsible for conducting annual fire inspections in lieu of hiring a Fire Marshall. Keith Bennett, Building Official, is drafting a resolution addressing the fire inspection issue which will be presented for Board approval at a future meeting.

Chairman Good opened the first public hearing for proposed conditional use Ordinance 24-01 which will amend Chapter 2 of the Holmes County Land Development Regulations. John Feeney, Contracted Planner, stated that the proposed ordinance will allow flexibility in the zoning process when a particular use is not specifically permitted. Chairman Good closed the public hearing with no comments from the public. Commissioner Newsom offered a motion to approve going forward with the second public hearing scheduled for February 22nd at 5:00 p.m. Commissioner Stafford offered a second and the motion passed unanimously.

(Proposed Ordinance 24-01)

Melanie Rowand-Mills, Emerald Coast Regional Council, presented a Satisfaction of Mortgage for James and Susan English. She advised that the 2018 SHIP lien was paid in full in December 2023. Commissioner Erickson offered a motion for the Chairman to sign the satisfaction and for the Clerk to

record the signed satisfaction. Commissioner Newsom offered a second and the motion passed unanimously.

(Satisfaction)

Melanie Rowand-Mills, Emerald Coast Regional Council, advised that the current Local Housing Assistance Plan (LHAP) for the SHIP program only allows stick-built replacement homes. She requested that the Board consider allowing manufactured homes as replacements. Discussion included that Washington and Walton Counties currently allow manufactured homes for the SHIP program. The Board agreed by consensus to approve the request by a formal resolution to be prepared by Ms. Rowand-Mills and brought to a future meeting.

Angie Purvee, Finance Director, presented the Miscellaneous Appropriations Agreement executed by the Tri-County Community Council (TCCC). The agreement reflects the terms and conditions for use of the County funds disbursed to the TCCC. Commissioner Stafford offered a motion approving the Chairman signing the agreement with Commissioner Newsom offering a second. The motion passed unanimously.

(Agreement)

Angie Purvee, Finance Director, presented the Miscellaneous Appropriations Agreement executed by the Tri-County Airport. The agreement reflects the terms and conditions for use of the County funds disbursed to the airport. Commissioner Stafford offered a motion approving the Chairman signing the agreement with Commissioner Newsom offering a second. The motion passed unanimously.

(Agreement)

David Corbin, Project Director, stated that the Courthouse has been given Friday, July 5th as a holiday and requested direction from the Board about adding the day to the County's holiday schedule. Commissioner Newsom offered a motion to give County employees Administrative Leave for Friday, July 5th with Commissioner Stafford offering a second. The motion passed unanimously.

David Corbin, Project Director, advised that the Library has requested the use of Road Department equipment for the Down Home Street Festival *Touch-a-Truck* event. Commissioner Erickson agreed to make District 5 equipment available for the event.

Barry Lee, Emergency Management Director, stated that FEMA has approved the funding for the Ammons Road culvert project under the DR #4564 (Hurricane Sally) event. Bob Stinebaugh, The Integrity Group, will check on the availability of the funds. Commissioner Erickson offered a motion to put the project out for bid upon receipt of the funding. Commissioner Music offered a second and the motion passed unanimously.

Keith Bennett, Building Official, presented a list of frequently asked questions (FAQ) concerning building permits, inspection requirements and costs that he requested be posted on the County's website. Discussion included the current problems with the FEMA floodplain maps and that other maps are available to determine floodplains. Commissioner Stafford offered a motion to approve posting the FAQ to the County's website. Commissioner Newsom offered a second and the motion passed unanimously.

(FAQ)

John Feeney, Contracted Planner, presented a lot split application from Joy-RLY Investments for parcel number 0827.00-000-000-004.800. He stated that the application is to split a 3.0-acre parcel into two 1.5-acre parcels, and he recommended approval of the application as it meets all the requirements. Commissioner Stafford offered a motion approving the lot split application with Commissioner Music offering a second. The motion passed unanimously.

(Application)

John Feeney, Contracted Planner, presented a lot split application for Bette Lipsey-Stephens for parcel number 0130.00-000-000-006.000. He stated that the application will split an 11.50-acre parcel from a 66-acre parcel and recommended approval of the application as it meets all the requirements. Commissioner Erickson offered a motion approving the lot split application with Commissioner Stafford offering a second. The motion passed unanimously.

(Application)

John Feeney, Contracted Planner, presented a minor replat application from Teramore Development and James/Bula King for parcel numbers 1709.00-000-000-023.000 (Parcel 1) and 1709.00-000-000.025.000 (Parcel 2). The purpose of the minor replat is to combine Parcel 1 with the adjacent Parcel 2 with the owner of Parcel 2 purchasing Parcel 1. The minor replat will not constitute a lot split so Parcel 2 will still be eligible to split in the future. Mr. Feeney recommended approval of the request as it meets all the County's requirements. Commissioner Newsom offered a motion to approve the minor replat application. Commissioner Music offered a second and the motion passed unanimously.

(Application)

Nate Nolin, County Attorney, presented proposed Resolution 24-05 approving the application for Florida Department of Transportation (DOT) funding through the B-SCOP program for the Adolph Whitaker Road Bridge. Commissioner Newsom offered a motion adopting the resolution and approving the Chairman's signature on the financial assistance application. Commissioner Stafford offered a second and the motion passed unanimously.

(Resolution 24-05)

Nate Nolin, County Attorney, presented proposed Resolution 24-06 approving the application for DOT funding through the B-SCOP program for the Roping Road Bridge. Commissioner Newsom offered a motion adopting the resolution and approving the Chairman's signature on the financial assistance application. Commissioner Music offered a second and the motion passed unanimously.

(Resolution 24-06)

Nate Nolin, County Attorney, presented proposed Resolution 24-07 approving the application for DOT funding through the SCOP program for County Road 10A. Commissioner Newsom offered a motion adopting the resolution and approving the Chairman's signature on the financial assistance application. Commissioner Stafford offered a second and the motion passed unanimously.

(Resolution 24-07)

Rod Jones, Melvin Engineering, gave the following updates on their projects:

- CR 181 Phase 1 – 60% of the design has been submitted to DOT with 90% to be submitted by next month; construction scheduled for July
- CR 181 Phase 2 – 100% of the design has been submitted to DOT; funding may be moved up to fiscal year 2025
- Hwy 177A Culvert – inspected culvert as requested and noted that dirt was washing from around the culvert; invited Mr. Corbin and Road Department foremen to a demonstration by a company from Georgia on a method to repair culverts without digging up the road

Rod Jones, Melvin Engineering, presented proposed Resolution 24-04 approving the application for DOT funding through the SCOP program for County Road 177A from State Road 2 to the Alabama State line. Commissioner Newsom offered a motion adopting the resolution and approving the Chairman's signature on the financial assistance application. Commissioner Music offered a second and the motion passed unanimously.

(Resolution 24-04)

Nate Nolin, County Attorney, presented a quote for the striping of Coursey Road and discussed the need for adopting a policy regarding the installation of traffic calming devices in the County. Attorney Nolin recommended that Holmes County adopt a policy to not install traffic calming devices. Discussion of the matter included the following:

- Requiring 90% of the property owners on a road to sign the petition requesting the traffic calming devices with only one signature per parcel allowed
- Road's speed limit must be less than 25 miles per hour at the time of the application
- Traffic count of over 300 vehicles daily
- Petitioners paying the costs for the traffic devices, the engineering study and advertising the public hearing

- Ordinance will need to be reviewed by the Planning Commission

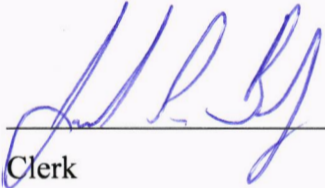
The Board agreed by consensus for Attorney Nolin to draft an ordinance for the Board's consideration at the next meeting. No action was taken on the Coursey Road striping quote.

Commissioner Stafford discussed the need for the Commissioner making a motion to restate the motion before a Board vote is taken. The Board agreed by consensus to make this a practice.

Commissioner Stafford discussed changing the name of Woodham Bridge over Holmes Creek to Double Bridges over Holmes Creek. Discussion included that no public hearing is needed on this matter as the bridge's name is for identification only. Commissioner Stafford offered a motion for a letter to be sent to the State changing the bridge name to Double Bridges over Holmes Creek. Commissioner Music offered a second and the motion passed unanimously.

Commissioner Erickson discussed the need to clear the brush on the Project Gateway property. Discussion included that the property needs to be cleared for Busy Bee to choose a building site and hiring the work versus County doing the work. Commissioner Erickson offered a motion for Project Director David Corbin to get a price to rent a bulldozer for one month, check with Engineer David Melvin about possible grant funding for the work and bring the information to the next meeting so the Board can determine funding sources for the rental. Commissioner Stafford offered a second and the motion passed unanimously.

There being no further business at this time, the meeting was adjourned at 7:15 p.m.


Clerk


Chairman