

March 19, 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 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 D) District 4 Pit – added
- Commissioner Item E) Employee Appreciation – added
- Commissioner Item F) County Road 185 Repair – added
- Building Official/Planner Item B) Lead Permit Tech/Planning Secretary Pay - deleted

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

Commissioner Erickson offered a motion to adopt the minutes from the March 5, 2024 Regular Session. Commissioner Stafford offered a second and the motion passed unanimously.

Steve Connell, EMS Director, presented an update on the revised shift trial run which schedules full-time EMS paramedics and EMTs to work 48-hour shifts followed by 96 hours off. He stated that the new shifts have worked well and requested to make it a permanent schedule. Commissioner Erickson offered a motion approving the request with Commissioner Music offering a second. The motion passed unanimously.

Steve Connell, EMS Director, discussed the two proposals received from Regions and Leasing 2 in response to RFP 24-01 for financing ambulances. He advised that the ambulance grants will not be awarded until June and that the ambulance loan payments will be covered by grant match and Opioid Settlement funds. Mr. Connell requested approval of Leasing 2's proposal so that he can negotiate the loan terms to bring back for Board approval. Commissioner Erickson offered a motion approving the request with Commissioner Music offering a second. The motion passed unanimously.

(Proposals)

Chairman Good presented a request from the Westville Town Council for the County to provide the appropriate signage now that the town has designated the portion of County Road 181 in front of the

Westville Head Start a school zone. Rod Adams, Melvin Engineering, advised that the school zone signage will be funded through the Florida Department of Transportation (DOT) SCOP road improvement project scheduled to begin soon.

(Request)

Matt Norton and Jennifer Brooks, Peoples Health Services, stated that the State is allowing another Hospice service into Holmes County and requested a letter of support for their company to be awarded the opportunity to serve the County. Discussion included services offered, possibility of placing a facility in the County and the projected start date of their Holmes County services. Commissioner Erickson offered a motion approving the Chairman to sign a letter of support for People Health Services. Commissioner Stafford offered a second and the motion passed unanimously.

(Letter)

David Corbin, Project Director, advised that the Library will be holding a *Touch-a-Truck* event on Saturday, April 13th and requested the presence of some of the County's road equipment. Becky Marsh, Holmes County Library Director, discussed local involvement in the event by private and public entities. The Board agreed by consensus to provide equipment for the event with Mr. Corbin to handle the logistics.

David Corbin, Project Director, stated that the National Parents Organization has requested that the Commissioners declare May 25th as Family Abduction Awareness Day in Holmes County. Discussion included having the County Attorney prepare a resolution and recognizing the proclamation in a meeting closer to the event. Commissioner Stafford offered a motion to have the Chairman sign the resolution with Commissioner Music offering a second. The motion passed unanimously.

(Resolution 24-11)

Bob Stinebaugh, Integrity Group, presented an invoice for \$55,368.75 for Hurricane Sally work provided by his company. He advised that FEMA has approved the #4564 Category Z costs in the amount of \$52,841.49 as a large project so that the County must pay the costs up front. Discussion included the timing of the reimbursement and the difference in the invoice versus the approved amounts. Commissioner Erickson offered a motion to pay Integrity's invoice using FEMA validated funds. Commissioner Music offered a second and the motion passed unanimously.

(Invoice)

Bob Stinebaugh, Integrity Group, advised that Integrity's contract ends soon and that the services will need to be rebid. Discussion included doing a contract extension versus rebidding. Commissioner Newsom offered a motion to advertise an RFP for the services with Commissioner Erickson offered a second. The motion passed unanimously.

John Feeney, Contracted Planner, presented a lot split application from Old Sod, LLC for parcel number 0928.00-000-000-016.300. He stated that the application is to divide the 2.26-acre parcel into two lots and was approved by the Planning Commission. Mr. Feeney recommended approval of the application as it meets all the requirements. Commissioner Newsom offered a motion approving the lot split application with Commissioner Erickson offering a second. The motion passed unanimously.

(Application)

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

- CR 181 Phase 1 – 90% of the design submitted and waiting for DOT to review; construction scheduled to begin in July
- CR 181 Phase 2 – Final plans submitted and waiting for DOT to decide about moving the construction funding to fiscal year 2025. Commissioner Erickson offered a motion for the Board to submit a letter and set a meeting with DOT to request moving up the funding for the project. Commissioner Stafford offered a second and the motion passed unanimously.
- Project Gateway – Traffic study completed; DOT has approved all recommendations which are being implemented into the design; Busy Bee owners still unsure about building site on property.

John Feeney, Alday Howell Engineering, discussed the request by Charles S. Ward to access to Parcel ID #0907.00-000-000-018.000 from Bodie Lane as neighboring property owners are denying him entry into his one-acre parcel. Mr. Feeney advised that Bodie Lane is county-maintained so that Mr. Ward's entry onto the property adjoins the County's prescriptive easement. Discussion included on whether the matter is a civil issue. The Board agreed by consensus for County Attorney Nate Nolin to discuss the matter with the property owners in an attempt at a resolution.

John Feeney, Alday Howell Engineering, presented documentation for DOT to replace the bridge on County Road 65 (Roping Road) over Bee Branch. Nate Nolin, County Attorney, read Resolution 24-09 approving DOT to complete the bridge replacement project and approving the project agreement. Commissioner Newsom offered a motion approving Resolution 24-09 with Commissioner Stafford offering a second. The motion passed unanimously. Nate Nolin, County Attorney, read Resolution 24-10 approving a temporary road closure of County Road 65 (Roping Road) to complete the bridge replacement project. Commissioner Newsom offered a motion approving Resolution 24-10 with Commissioner Stafford offering a second. The motion passed unanimously.

(Resolution 24-09)

(Agreement)

(Resolution 24-10)

(Utility Agreement)

David Corbin, Project Director, advised that Hanson Professional Services needed to amend the scope of services for the Turbeville Road bridge project due to having to acquire soil samples. Mr. Corbin advised that the amendment will cost an additional \$1,200 for the services. Commissioner Stafford offered a motion approving the amendment with the extra \$1,200 to be taken from LOGT. Commissioner Newsom offered a second and the motion passed unanimously.

(Amendment)

Nate Nolin, County Attorney, advised that the current Project Gateway Joint Venture agreement has been amended to remove the confidentiality requirement and he requested guidance on the loan repayment and revenue sharing terms of the agreement. Discussion included the legality of the revenue sharing agreement term and dissolving the entire agreement which would also need approval by the Development Commission. Commissioner Erickson offered a motion to dissolve the Joint Venture agreement with Commissioner Newsom offering a second. Further discussion included the effect of dissolving the agreement on the Project Gateway loan and grant agreements. The following citizens discussed the matter:

- Doyle Majors, Development Commission Chairman
- Wesley Whitaker, First Federal Bank
- Rod Adams, Melvin Engineering

Commissioner Erickson rescinded his motion. The Board agreed by consensus to table this matter until the next meeting to give Attorney Nolin an opportunity to discuss the matter with the Development Commission.

Nate Nolin, County Attorney, stated that the erroneous traffic count requirement on the previous Traffic Calming Policy has been changed. He asked if any other changes were needed prior to the Board adopting the policy. Commissioner Stafford offered a motion to adopt the Traffic Calming Policy as it stands. Commissioner Newsom offered a second and the motion passed unanimously.

(Policy)

Nate Nolin, County Attorney, advised that the current Special Event Committee is a nine-member group that will work to create an event ordinance, however, it has been suggested that two members from the public be placed on the committee. John Feeney, Contracted Planner, advised that, while DOT does want to be kept apprised of all event requirements, the agency does not want to be included as a member of the committee. Discussion included having Attorney Nolin as counsel for the committee rather than a voting member and how to decide on the public members. Commissioner Newsom offered a motion to remove DOT from the committee list, amend Attorney Nolin to a non-voting member and add Larry Sweat and Bob Davis as the public members. Commissioner Stafford offered a second and the motion passed unanimously.

(Member List)

Chairman Good presented two quotes from Jerry Davis Construction to repair the Highway 2 boat ramp. The first quote of \$10,100 is to repair two sections of the boat ramp and the second quote of \$14,100 is to repair the entire boat ramp. Discussion included using Boater Improvement Funds to fund the project. Commissioner Stafford offered a motion approving the \$14,100 quote using Boater Improvement Funds. Commissioner Newsom offered a second and the motion passed unanimously.

(Quote)

Commissioner Erickson discussed the insurance discounts offered to the citizens in a county with a Flood Plain Manager. Discussion of this matter included the following:

- Florida Statutes state that the Building Official must perform the duties if no Flood Plain Manager is on staff
- Flood Plain Manager duties and authority
- Pending updated comp plan
- Bonifay turned over the city's flood plain management to the County
- Building Official Keith Bennett will require further training to get certified
- Flood ordinance is 34 years old
- Code enforcement
- City of Bonifay has offered to help the County with code enforcement

The following citizens discussed this matter:

- Keith Bennett, Holmes County Building Official
- Bob Davis, private citizen
- Samantha Perry, private citizen

The Board agreed by consensus for Project Director David Corbin to talk with the City about the offer of help with code enforcement. Commissioner Stafford offered a motion for Building Official Keith Bennett to take steps to become a certified Flood Plain Manager. Commissioner Newsom offered a second and the motion passed unanimously.

Commissioner Stafford presented a quote for a five-year lease on a John Deere backhoe with the option to purchase. Discussion included the County's need for backhoes and selling up to five of the County's backhoes to lease five backhoes for two years. Commissioner Erickson offered a motion to lease two backhoes for five years using \$24,000 of FEMA validated funds to fund the lease for two years which will be reimbursed upon the sale of two backhoes. As part of the motion, Project Director David Corbin is authorized to sell five of the County's backhoes if the proceeds equal the amount needed to lease five backhoes for two years. Commissioner Stafford offered a second and the motion passed unanimously.

(Quote)

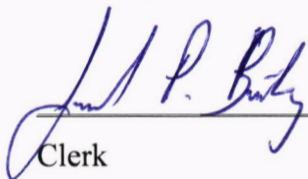
Commissioner Stafford advised that there is value in the District 4 timber on the new 40-acre portion. Commissioner Erickson offered a motion to advertise an RFP to remove the timber. Commissioner Newsom offered a second and the motion passed unanimously.

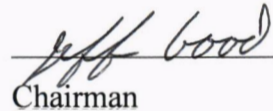
Commissioner Erickson stated that the County employees responsible for clearing the Project Gateway property exceeded expectations and should be rewarded. The Board agreed by consensus for Project Director David Corbin to approach the Development Commission about offering all the County employees involved in the clean-up a stipend.

Commissioner Newsom presented two quotes from Jerry Davis Construction to repair a bad area on County Road 185. Discussion included other road areas in need of repair. Commissioner Newsom offered a motion approving the quote using up to \$8,000 of Road Department contingencies. Commissioner Stafford offered a second and the motion passed unanimously.

(Quote)

There being no further business at this time, the meeting was adjourned at 11:25 a.m.


Clerk


Chairman