

June 18, 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:

- County Coordinator Item D) Road Materials Budget – added
- County Coordinator Item E) Library Server – added
- Agenda Item B) Boat Ramp – added
- County Attorney Item C) Division of Emergency Management Agreement – added
- Commissioner Item B) Rodeo Boot - added

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 June 4, 2024 Regular Session. Commissioner Stafford offered a second and the motion passed unanimously.

Melinda Gates, Interim Executive Director of the Choctawhatchee Bay Estuary Program, presented the program's 2024 Comprehensive Conservation and Management Plan for approval. Discussion included that the Bay Estuary Program is a partnership with surrounding counties to protect the Choctawhatchee Bay, that approval of the comprehensive plan will provide leverage on grant applications and the status of the "Dirt to Pave" program. Tim Parson, Liberty Partners, discussed the advantages of this partnership. County Attorney Nate Nolin read Resolution 24-14 adopting the 2024 Comprehensive Conservation and Management Plan onto the record. Commissioner Stafford offered a motion to adopt Resolution 24-14 with Commissioner Music offering a second. The motion passed unanimously.

(Resolution 24-14)

Commissioner Newsom advised that two donated barn kits will be placed at the Cerro Gordo and Bakers Landing boat ramps. He discussed rebuilding the boat ramps, installing concrete floors in the barns and getting the permit fees waived. No action was taken by the Board.

David Corbin, Project Director, presented the Florida Department of Transportation (DOT) State-Funded Grant Agreement in the amount of \$1,472,932 for paving and drainage improvements to John Clark Road. Brian Lemieux, Hanson Professional Services, advised that the project will be advertised upon approval of the agreement and that the funding should be sufficient to complete the project. Commissioner Erickson offered a motion for the Chairman to sign the agreement with Commissioner Stafford offering a second. The motion passed unanimously.

(Agreement)

David Corbin, Project Director, advised that, as directed by the Board, he negotiated a cash price for the County to purchase the Dogwood Lakes boat ramp from owner Don Smith. Mr. Smith offered to sell the boat ramp for \$50,000 plus closing costs or, in the alternative, he will sell the boat ramp for \$40,000 with a reverter clause returning the property to Mr. Smith if the lake level is not raised by 20 inches within 5 years. Discussion included the following:

- County's history improving the boat ramp
- County's need for access to the lake to qualify for grants
- Commissioner Erickson abstaining from voting as a homeowner within Dogwood Lakes
- Placing the purchase on the County's 2024-2025 budget
- Entering into a lease purchase agreement for the property
- Access to the small lake

The following citizens discussed this matter:

- Jim King, a private citizen
- Don Smith, boat ramp property owner
- Nate Nolin, County Attorney
- Tim Parson, Liberty Partners

The Board tabled this matter for Liberty Partners to research qualifying for grants with a lease agreement.

David Corbin, Project Director, advised that the Board must select two Commissioners and a homestead property owner to serve on the Value Adjustment Board (VAB). He stated that the Chairman, Commissioner Stafford, and Joe Rone served on the board last year and all have agreed to serve again this year. Commissioner Newsom offered a motion to retain the same VAB members as last year. Commissioner Music offered a second and the motion passed unanimously.

David Corbin, Project Director, stated that some of the Road Department Districts are running low on road materials funds and requested direction from the Board. Discussion included basing the road materials budget on road milage within each district. The Board took no action on this matter.

David Corbin, Project Director, presented a quote from Modern Tech in the amount of \$5,295 to replace the Holmes County Library's server. He stated that the last possible update has been installed on the current 2011 server. Discussion included the County's contract with Modern Tech. Commissioner

Erickson offered a motion approving the \$5,295 quote using Board Contingencies. Commissioner Stafford offered a second and the motion passed unanimously.

(Quote)

Bob Stinebaugh, The Integrity Group, advised that the required training for the FEMA #4399 Courthouse Generator project has been completed. He requested the status of awarding the disaster services contract. The Board directed Barry Lee, Emergency Management Director, to research FEMA's offer to assign a Project Manager for fiscally constrained counties and how the administrative funds are used if one is assigned.

Barry Lee, Emergency Management Director, presented a Mutual Aid Agreement between the State of Florida Division of Emergency Management and the County for reciprocal aid during emergencies and timely reimbursement of costs. Commissioner Erickson offered a motion for the Chairman to sign the Mutual Aid Agreement with Commissioner Stafford offering a second. The motion passed unanimously.

(Agreement)

Barry Lee, Emergency Management Director, advised of the need to have a FEMA Project Manager in place for emergency services. Discussion included that the County is F-ROC certified which ensures quick reimbursement of costs following an emergency. Jim King, a private citizen, discussed the FEMA work done within the County.

John Feeney, Contracted Planner, discussed violations of the County's Comprehensive Plan and Land Development Regulations by property owner Cyril Gazagnaire in his efforts to create a mobile home park. Mr. Feeney requested that no permits be issued to Mr. Gazagnaire until all his property is compliant with the County's requirements. Discussion of this matter included the following:

- Mr. Gazagnaire has been informed of the non-compliance issues
- Mr. Gazagnaire deeding property to family members complicates the issues
- Buyers of Mr. Gazagnaire's lots are not able to acquire needed permits due to the non-compliance issues
- County's authority and enforcement of regulations
- Need for Code Enforcement

The following citizens discussed this matter:

- Nate Nolin, County Attorney
- Keith Bennett, Holmes County Building Official

Commissioner Newsom offered a motion for County Attorney Nolin to compose a cease-and-desist letter to Mr. Gazagnaire to be hand-delivered or sent by certified mail. Commissioner Stafford offered a second and the motion passed unanimously.

(Notice of Ordinance Violation)

Rod Adams, Melvin Engineering, gave the following updates on Melvin Engineering projects:

- The bid opening for both phases of the County Road 181 SCOP project will be held on July 11th
- The design of the Project Gateway public infrastructure improvements is 75% complete, the Busy Bee site plan is still pending, and the project will need extensive permitting. Discussion included the ownership of the Project Gateway roads upon completion of the grant work.
- The ditches on Happy Hollow Road are appropriate, although the narrowness of the road at the top of the hill needs to be rectified. The Board directed County Attorney Nate Nolin to send a letter to the Happy Hollow Road property owner on the hill requesting permission to use a portion of their yard to widen the road.

Sierra Smith, City of Bonifay, stated that the City has hired a new Public Works Director. She also discussed the benefits of the City, County and the Sheriff's Office working together.

John Feeney, Alday Howell Engineers, presented proposed Resolution 24-13 to replace Resolution 24-09 for the DOT County Road 65 (Roping Road) over Bee Branch bridge replacement project. He stated that the language authorizing the Chairman's signature on the grant agreement was missing from the previous resolution. Commissioner Newsom offered a motion to adopt Resolution 24-13 with Commissioner Music offering a second. The motion passed unanimously.

(Resolution 24-13)
(Project Agreement)

Nate Nolin, County Attorney, presented proposed Resolution 24-15 approving Grant Agreement D0271 which awards \$4,633,000 for infrastructure improvements to the Project Gateway property. Commissioner Erickson offered a motion to adopt Resolution 24-15 with Commissioner Stafford offering a second. The motion passed unanimously.

(Resolution 24-15)
(Grant Agreement)

Nate Nolin, County Attorney, presented a Draft 4 of the Special Event Ordinance proposed by the Special Event committee. Discussion of this matter included the following:

- Article III Section 1(c) struck from the ordinance
- School Board official added to the application review process
- Requirement of a performance bond as well as a clean-up bond added
- Need for business impact assessment study
- The number of participants that will qualify as a large-scale event
- Agritourism exemption

- Process to exempt existing businesses with continuous events
- Adding a business owner to the Special Event Committee
- Efforts to name the correct defendant in the County's pending lawsuit against the *Solfest Music Festival*

The following citizens discussed this matter:

- Garrett Valcourt, owner of No Place Like Holmes Farm
- John Feeney, Contracted Planner
- Samantha Perry, private citizen

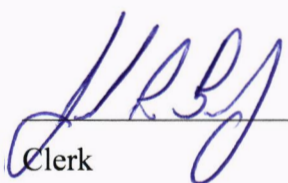
Attorney Nolin advised that another meeting of the Special Event Committee is needed before the final Ordinance is presented for Board approval. The Board agreed by consensus that the committee needs to increase the number of attendees that qualify a large-scale event.

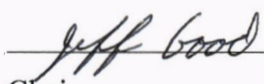
(Ordinance Draft 4)

Commissioner Newsom discussed changing the County's policy to allow the Project Director to award merit raises to County employees. Discussion included how the change in policy will affect the budgeting process and increasing employees hourly pay rate through reducing work hours while continuing to pay for a 40-hour week. The Board agreed by consensus to work through the budget process on this matter.

Chairman Good presented the Board an opportunity to purchase a Rodeo Boot statue for \$3,000. No action was taken by the Board.

There being no further business at this time, the meeting was adjourned at 11:26 a.m.


Clerk


Chairman