

March 4, 2025  
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, Wilmer Stafford, Mitch Johnson, 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 6:00 p.m. David Corbin, Project Director, led the prayer and pledge.

The first agenda item was Agenda Additions and Deletions. The following additions were made to the posted agenda:

- County Engineer Item C) Florida Resilient Grant Extension
- Agenda Item D) Community Development Block Grant (CDBG)
- County Attorney Item C) Small Rural County Building Exemption Resolution

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

Commissioner Newsom offered a motion to adopt the minutes from the February 18, 2025 Regular Session and the February 25, 2025 Special Session. Commissioner Johnson offered a second and the motion passed unanimously.

Melanie Rowand-Mills, Emerald Coast Regional Council, presented the proposed 2025-2028 Local Housing Assistance Plan (LHAP). She stated that no significant changes have been made to the LHAP from the previous year and that the \$350,000 in SHIP funding is expected this year. Commissioner Newsom offered a motion for the Chairman to sign the LHAP resolution and certification. Commissioner Erickson offered a second and the motion passed unanimously.

(LHAP Resolution & Certification)

Ross Statham, Tri-County Airport Authority Board Secretary, presented a letter from the Airport Authority describing the economic benefits from having a local airport and requesting assistance from the County. Mr. Statham discussed the need to pave the parking lot entrance as well as the .9-mile road to the hanger property. Commissioner Erickson offered a motion for Project Director David Corbin to talk collectively with the Airport Authority and the Florida Department of Transportation (FDOT) about applying for combined grant funding to complete the paving project. Commissioner Newsom offered a second and the motion passed unanimously. Mr. Statham also requested donation of crew cars that can be loaned out to the airport's customers. Commissioner Erickson offered motion to declare the County's blue van as surplus. Commissioner Newsom offered a second and the motion passed unanimously.

Commissioner Erickson offered a motion for Mr. Corbin to present the blue van to the Airport Authority for use as a loaner vehicle. Commissioner Newsom offered a second and the motion passed unanimously.

(Letter)

Danny Exum, Tri-County Airport Authority Board, extended an invitation for the Board to attend the Community Outreach meeting hosted by the Airport Authority on April 24<sup>th</sup>.

(Invitation)

Ashley Helmes, Holmes County 911 Coordinator, requested approval to submit the following two change requests for the State 911 grants:

- Return \$23,296.28 back to the State for the voided NGA contract
- Amend the amount awarded on the second grant from \$56,998.08 to \$42,792.88

Commissioner Erickson offered a motion approving the two change requests. Commissioner Newsom offered a second and the motion passed unanimously. Ms. Helmes requested approval of new vendor, INdigital, to complete the 911 contracted grant work. Commissioner Erickson offered a motion to piggyback on Alachua County's procurement of INdigital as a new vendor. Commissioner Newsom offered a second and the motion passed unanimously. Commissioner Erickson offered a motion to accept INdigital as a new vendor contingent on the State awarding the funding for the new vendor. Commissioner Newsom offered a second and the motion passed unanimously.

(Agreement)

Robin Phillips, CDBG Administrator, requested approval of a change order for the CDBG Housing Rehabilitation grant to provide a washer and dryer for the replacement home located at 2199 Hwy 181 in Westville. Commissioner Newsom offered a motion to approve the \$1,937.88 change order with Commissioner Erickson offering a second. The motion passed unanimously.

(Change Order)

Robin Phillips, CDBG Administrator, advised that the Council on Aging CDBG project received construction bids in the amount of \$1.3 million. A request for additional funding will be filed with the State.

Robin Phillips, CDBG Administrator, stated that the CDBG Housing Rehabilitation application cycle is open. The State is waiving the application restriction concerning open CDBG housing grants and the \$750,000 grant limit. The Board agreed by consensus for Ms. Phillips to work with the SHIP program to create a prioritized project list and set up the two public hearings before May.

Andy Tharp, Road Department Shop Foreman, presented a \$25,562.20 quote to have Home Oil install new fuel pumps at the shop and place a fluid secure system on all the Road Department fuel pumps. Discussion included the current use of paper logs and that the Road Department foremen will have to continue submitting paper logs for the fuel pumped from the transfer trucks. Tommy Jones, Home Oil Company, discussed the following advantages of the system:

- System can be set up to request as much information as the County wants before allowing an employee to pump fuel
- System will send fuel logs electronically to the Road Department and Finance
- Lifetime warranty on the system
- Annual maintenance cost of \$1,395 per system
- Override key available if an employee is not able to log in electronically
- Separate system is available to place in the foremen's truck to log transfer truck fuel

Commissioner Erickson requested by point of order to table this matter until the next meeting when the quote for placing the system in the foremen's truck is available.

Barry Lee, Emergency Management Director, presented proposed Resolution 25-07 adopting the Holmes County Comprehensive Emergency Management Plan (CEMP) approved by the State. Nate Nolin, County Attorney, read the resolution onto the record. Commissioner Newsom offered a motion approving Resolution 25-07 with Commissioner Erickson offering a second. The motion passed unanimously.

(Resolution 25-07)

Barry Lee, Emergency Management Director, advised that FEMA is reviewing the Hurricane Helene (DR #4828) \$221,000 reimbursement request for emergency protective measures. He also stated that FEMA is in the process of closing out DR #4138.

Nate Nolin, County Attorney, advised that Commissioner Erickson must make a motion to table the decision on the Home Oil pump and fluid control system quote. Commissioner Erickson declined to make a motion to table the matter. Commissioner Newsom offered a motion to move forward with the \$25,562.20 quote to have Home Oil install new fuel pumps at the shop and place a fluid secure system on all the Road Department fuel pumps using funds from the Transportation Trust fuel line item. Commissioner Wilmer Stafford offered a second. Commissioners Wilmer Stafford, Johnson, Newsom, and Chairman Stafford voted yes with Commissioner Erickson voting no. The motion passed. Home Oil will submit a quote to have the system placed in the foremen's trucks at the next meeting.

John Feeney, Contracted Planner, advised that Opportunity Florida may have a grant available for the Tri-County Airport paving project. He will bring back more information at the next meeting.

John Feeney, Contracted Planner, presented Amendment No. 1 to the Resilient Florida grant agreement. He advised that the amendment is to extend the June 2025 deadline to complete the

vulnerability study due to reimbursement delays for the work already completed. Commissioner Newsom offered a motion for the Chairman to sign the grant amendment. Commissioner Johnson offered a second and the motion passed unanimously.

(Amendment No. 1)

Nate Nolin, County Attorney, read proposed Resolution 25-04 authorizing the Chairman to sign the Florida Department of Transportation (FDOT) grant application for the Jack Johnson Road Bridge rehabilitation (B-SCOP) project. Commissioner Erickson offered a motion to adopt Resolution 25-04 with Commissioner Newsom offering a second. The motion passed unanimously.

(Resolution 25-04)

Nate Nolin, County Attorney, read proposed Resolution 25-05 authorizing the Chairman to sign the FDOT grant application for the Adolph Whitaker Road Bridge rehabilitation (B-SCOP) project. Commissioner Johnson offered a motion to adopt Resolution 25-05 with Commissioner Newsom offering a second. The motion passed unanimously.

(Resolution 25-05)

Nate Nolin, County Attorney, read proposed Resolution 25-06 authorizing the Chairman to sign the FDOT grant application for the County Road 10A road improvement (SCOP) project. Commissioner Newsom offered a motion to adopt Resolution 25-06 with Commissioner Johnson offering a second. The motion passed unanimously.

(Resolution 25-06)

Jon Sims, Dewberry Engineers, presented proposed Resolution 25-12 authorizing the Chairman to sign FDOT Supplement Agreement No. 2 to the John Clark Road improvement (SCOP) project. He advised that the agreement adds \$165,000 to the grant funding for an unexpected culvert repair. Commissioner Newsom offered a motion to adopt Resolution 25-12 with Commissioner Johnson offering a second. The motion passed unanimously.

(Resolution 25-12)

(Supplemental Agreement No. 2)

Rod Adams, Melvin Engineering, presented proposed Resolution 25-08 approving the FDOT SCOP grant application to improve Bonifay Chipley Road (Phase 2) from Parker Grant Road to the Holmes Creek Bridge. Nate Nolin, County Attorney, read Resolution 25-08 onto the record. Commissioner Newsom offered a motion to adopt Resolution 25-08 with Commissioner Johnson offering a second. The motion passed unanimously.

(Resolution 25-08)

John Feeney, Alday-Howell Engineering, read proposed Resolution 25-10 approving the FDOT SCRAP grant application to improve County Road 179 (Phase 2) from Pheil Lane to Dooger Clark Drive. Commissioner Erickson offered a motion to adopt Resolution 25-10 with Commissioner Newsom offering a second. The motion passed unanimously.

(Resolution 25-10)

John Feeney, Alday-Howell Engineering, read proposed Resolution 25-11 approving the FDOT SCRAP grant application to improve County Road 179 (Phase 3) from Dooger Clark Drive to Anderson Road. Commissioner Newsom offered a motion to adopt Resolution 25-11 with Commissioner Wilmer Stafford offering a second. The motion passed unanimously.

(Resolution 25-11)

Nate Nolin, County Attorney, recommended that the Board not approve Resolution 25-03 supporting the Florida Hands-Free Coalition efforts to get the proposed Hands-Free Law limiting cell phone use while operating a motor vehicle passed. Attorney Nolin stated his concerns on the restrictive nature of the legislation. Commissioner Newsom offered a motion to table approval of Resolution 25-03 indefinitely with Commissioner Erickson offering a second. The motion passed unanimously.

Nate Nolin, County Attorney, read proposed Resolution 25-09 in support of applying for a Florida Fish and Wildlife Conservation Commission grant for improvements to the Cork Harris Landing boat ramp on Boat Ramp Road. Jon Sims, Dewberry Engineers, advised that this application would be for design funding. Commissioner Wilmer Stafford offered a motion to adopt Resolution 25-09 with Commissioner Newsom offering a second. The motion passed unanimously.

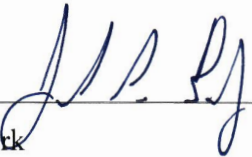
(Resolution 25-09)

Keith Bennett, Holmes County Building Official, discussed the Board adopting a resolution in support of exempting small rural counties from the provision that allows a private provider to perform building inspections. Discussion included the consequences of allowing the private provider and the other counties requesting the same exemption. The Board agreed by consensus to discuss this matter with legislators while attending *Rural County Days* in Tallahassee.

Commissioner Erickson discussed the Rain Time Leave given to each of the Road Department employees and whether the Board should give equivalent leave time to the other County employees. Discussion included implementing 40 hours of Pre-paid Advance Leave for all departments or removing rain leave for Road Department employees that work indoors. Commissioner Wilmer Stafford offered a

motion to eliminate the Road Department's Rain Time effective immediately and give Project Director David Corbin authority to grant Administrative Leave when needed for rain, weather events or emergencies. Commissioner Erickson offered a second. Commissioners Erickson, Wilmer Stafford, Johnson, and Chairman Stafford voted yes with Commissioner Newsom voting no. The motion passed.

There being no further business at this time, the meeting was adjourned at 7:31 p.m.

  
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Clerk

  
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Chairman