

May 20, 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 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 posted agenda:

- Agenda Item C) EMS – added
- Agenda Item D) Event Application – added
- County Engineer Item A) CR 185 SCRAP Agreement – added
- County Engineer Item B) Resolution 25-16 – added
- County Engineer Item C) Bonifay Chipley Road SCOP Supplement Agreement – added
- County Engineer Item D) Resolution 25-17 – added
- Agenda Item E) Project Gateway Interest Reimbursement – added
- Commissioner Item B) Holmes County Development Commission Appointment – deleted
- Commissioner Item C) Board Secretary Position – added
- County Attorney Item C) Decon (Deacon) Road Contract Amendment – added

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

Commissioner Newsom offered a motion to adopt the minutes from the May 6, 2025 Regular Session. Commissioner Erickson offered a second and the motion passed unanimously.

Angie Purvee, Finance Director, advised that the Road Department's Contracted Services line item did not have the budget for \$450 of the tree service invoices received for District 5. Commissioner Erickson offered a motion to move \$450 from the District 5 Road Materials budget to cover the expense. Commissioner Newsom offered a second and the motion passed unanimously.

Keith Bennett, Holmes County Building Official, discussed the power pole permit violations occurring within the County. He requested rather than the County indiscriminately issuing a 200-amp miscellaneous power pole permit they instead issue 200-amp, and 60-amp power pole permits that are wired only for the intended use. The Board tabled this matter to the next Board meeting for Mr. Bennett to create a formal recommendation.

Keith Bennett, Holmes County Building Official, advised that both air conditioning units at the Holmes County Library have been repaired.

John Tate, Holmes County Sheriff, stated that the EMS repair and maintenance budget was almost depleted when he took on responsibility of the department. He advised that the EMS revenue is running well above projection and requested that \$25,000 of that extra revenue be brought onto the repair and maintenance budget for EMS. Discussion included the needed repairs on the current ambulances and the expected delivery dates of three new ambulances. Commissioner Newsom offered a motion to grant the Sheriff's request with Commissioner Johnson offering a second. The motion passed unanimously.

John Tate, Holmes County Sheriff, presented the Certificate of Participation for the County to take part in the Edward Byrne Memorial Justice Assistance Grant (JAG) program. Commissioner Erickson offered a motion for the Chairman to sign the certificate with Commissioner Newsom offering a second. The motion passed unanimously.

(Certificate)

John Tate, Holmes County Sheriff, presented the Florida Department of Revenue contract renewal for the process services conducted by the Sheriff's civil department. He stated that the contract is for a five-year renewal with an increase of \$13,814 for the renewal term. Commissioner Erickson offered a motion for the Chairman to sign the renewal with Commissioner Wilmer Stafford offering a second. The motion passed unanimously.

(Renewal)

John Feeney, Contracted Planner, presented a proposed Outdoor Events Application for Less than 500 Participants to provide notice of all planned events. Discussion of this matter included the following:

- Amending the current Outdoor Event Ordinance to require the proposed application
- Readvertising the ordinance to make the amendment
- Requiring the application for all outdoor events
- Establishing the business baseline versus a special event
- Following procedural standards for a public hearing

The following citizens discussed this matter:

- Nate Nolin, County Attorney
- Megan Newsom
- Kalyn Waters, Extension Service Director
- Keith Bennett, Holmes County Building Official
- Richard Willsey

The Board directed Mr. Feeney to get approval of the proposed application from the Event Committee and return to the Board with a recommendation.

(Proposed Application)

Commissioner Newsom requested information on the Development Commission's efforts to reimburse the County for the interest paid on the Project Gateway loan. David Corbin, Project Director, announced that Development Commission Executive Director Joe Rone is to bring a proposal to the Board. Mr. Rone advised that the proposal will be shared with the Project Gateway Committee before bringing it to the Board. Nate Nolin, County Attorney, stated that the committee was never dissolved but he will take the matter under advisement and report back to the Board on the status of the committee.

David Corbin, Project Director, presented a quote for a gate with remote openers for the Lake Cassidy property. Further discussion of the Lake Cassidy property included the following:

- Porta potty will be bolted to a concrete slab
- Porta potty maintenance and responsibility for damage
- Fountain of Youth Ranch owners want a gate at the entrance
- Fountain of Youth Ranch owners approved the decal system for limiting access
- Fountain of Youth Ranch owners are open to cutting the hills to form walls in lieu of dirt
- Limiting access with decal system versus remote openers
- Cost of fob paid by County versus passing cost on to customer
- Option to install kiosk that runs on solar power that will print tickets
- Parks Ordinance 19-01 amendment to include Lake Cassidy entry requirements

The Board directed County Attorney Nate Nolin to discuss enforcement of Ordinance 19-01 with the State Attorney's Office. The Board directed Mr. Corbin to delay ordering the porta potty and gate until the ordinance is in place. Attorney Nolin and Mr. Corbin are to meet with the Fountain of Youth Ranch owners to discuss ideas for handling the dirt delivery as required by the mediated agreement.

(Quotes)

David Corbin, Project Director, advised that the Holmes County Road Department does not have the ability to create the highway memorial markers. He presented a quote of \$105 for 15-inch markers and \$125 for 20-inch markers plus an initial \$75.00 set-up fee should the Board wish to order the items. The Board agreed by consensus to table this matter indefinitely.

(Quote)

Tim Parson, Liberty Partners, stated that the colors for the Government Efficiency Center (GEC) Ag Center building have been selected and the issue of adhering the stone to the building have been resolved. Kalyn Waters, Extension Service Director, presented the design plans for the Ag Center building with a modification to remove the hallway that runs along the auditorium. She also presented flooring that can be installed throughout the building in lieu of having tiles in the kitchen. Discussion included that the bathrooms would have a basic neutral tile, the benefits of retaining the hallway and keeping tile in the kitchens. Keith Bennett, Holmes County Building Official, stated that if the hallway remains in the plans, then the contractor needs to build a firewall that was not part of the bid packet. The Board agreed

by consensus to proceed with the plans that include the hallway and keeping tile in the kitchen. A Change Order will be brought back for Board approval if required by the contractor.

(Design Options)

Tim Parson, Liberty Partners, advised that the GEC EMS building is waiting on the final design plans from Dewberry Engineers. He also discussed the status of the GEC reimbursement to the County.

David Corbin, Project Director, discussed the debris removal and clean-up from the tornado that hit Holmes County earlier in the month. He advised that Holmes County received significant assistance from State Representative Shane Abbott and Senator Jay Turnball. The County will be receiving an advance soon for the debris removal and storm assistance.

Kevin Shull, a property owner near Prosperity Park, proposed a property swap with the County giving him access to his property without going through the park. He proposed that the County swap a parcel on the west side of the park with a parcel on the east side owned by Mr. Shull. Discussion included the number of surveys that will be needed to complete the land swap. Commissioner Newsom offered a motion to split the cost of the surveys with Mr. Shull using Board Contingencies. Commissioner Erickson offered a second and the motion passed unanimously.

(Parcel Plat)

Nate Nolin, County Attorney, presented Resolution 25-16 authorizing the Chairman to execute the Florida Department of Transportation (DOT) Small County Road Assistance Program (SCRAP) agreement for County Road 185 from County Road 2A to the Alabama State Line. Commissioner Newsom offered a motion to adopt Resolution 25-16 with Commissioner Johnson offering a second. The motion passed unanimously.

(Resolution 25-16)

(Agreement)

Nate Nolin, County Attorney, presented Resolution 25-17 authorizing the Chairman to execute the DOT Small County Outreach Program (SCOP) supplemental agreement for Bonifay Chipley Road Phase 1. The supplemental agreement is to add \$82,803 of funding for additional rip rap and geogrid costs. Commissioner Newsom offered a motion to adopt Resolution 25-17 with Commissioner Johnson offering a second. The motion passed unanimously.

(Resolution 25-17)

(Agreement)

Nate Nolin, County Attorney, presented a proposed Employee Policy and Procedures Amendment to allow only one Call Back within a 24-hour period except in emergencies. Discussion included the

definition of an “emergency” and paying employees for phone calls answered after work hours. Also discussed, was changing the definition of a “call back”. Attorney Nolin to discuss the matter further with a labor attorney and will bring back a recommendation to the next Board meeting.

(Proposed Amendment)

Nate Nolin, County Attorney, advised that Florida and Alabama laws were followed to report the recent release of public records containing unredacted private information on current and former County employees. He advised that the Holmes County Sheriff and PRM, the County’s insurance company, has investigated the matter and found a security incident rather than a breach. The insurance company will work with a third party to send each affected employee a letter offering credit monitoring services free of charge. Attorney Nolin recommended that the Board enter into an agreement with the third party to send the letters. Commissioner Erickson offered a motion approving the recommendation. Commissioner Newsom offered a second and the motion passed unanimously.

Nate Nolin, County Attorney, presented an addendum to the contract for the sale of the Decon (Deacon) Road property to OZUSA Investors LLC. The addendum will extend the due diligence period to June 16th with the closing to be on or before July 11th. Attorney Nolin announced that the purchaser wanted more assurance from the City that sewer access will be available to the property. Commissioner Erickson offered a motion approving the contract addendum with Commissioner Newsom offering a second. The motion passed unanimously.


(Addendum)

Commissioner Newsom requested information on the advanced funding available for the DOT road improvement projects. Angie Purvee, Finance Director, advised that the CR 181 Phase 2 and the John Clark Road SCOP projects are approved for advanced funding. Discussion included that a request to supplement the agreements for CR 181 Phase 1 and the Bonifay Gritney Road projects will be submitted to DOT.

Commissioner Erickson discussed modifying the Administrative Assistant position to a part-time position to increase the salaries for the Board Secretary and Building Department techs that work in the Board’s office. David Corbin, Project Director, advised that the Administrative Assistant position has been advertised through Friday and then interviews will be scheduled.

There being no further business at this time, the meeting was adjourned at 11:09 a.m.


Clerk


Chairman