

October 7, 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: Commissioner Clint Erickson, Commissioner Wilmer Stafford, Commissioner Mitch Johnson, and Commissioner Earl Stafford, Chairman of the Board.

Nate Nolin, County Attorney, and David Corbin, Project Director, were present.

Melissa Kabaci, Deputy Clerk, 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:

- Commissioner Item) Ponce de Leon Assisting with Lake Cassidy Decals
- County Coordinator Item) Administrative Leave for Rodeo
- County Attorney Item) Bear Hewett Landing Property
- Commissioner Item) Temporary Grader Position

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

Commissioner Johnson offered a motion to adopt the minutes from the September 16, 2025 Regular Session and the September 22, 2025 Special Session. Commissioner Wilmer Stafford offered a second and the motion passed unanimously.

Lee Duke, Arthropod Director, presented the Florida Department of Agriculture and Consumer Services Mosquito Control Agreement for the 2025-2026 fiscal year. Nate Nolin, County Attorney, reviewed the terms of the agreement and recommended approval. Commissioner Wilmer Stafford offered a motion for the Chairman to sign the agreement with Commissioner Johnson offering a second. The motion passed unanimously.

(Agreement)

David Corbin, Project Director presented the Emerald Coast Regional Council (ECRC) contract renewal for administering the County's SHIP program through June 30, 2028. Nate Nolin, County Attorney, reviewed the terms of the agreement and recommended approval. Commissioner Wilmer Stafford offered a motion for the Chairman to sign the renewal with Commissioner Johnson offering a second. The motion passed unanimously.

(Agreement)

David Corbin, Project Director, advised that an emergency purchase order issued in September was needed to repair a road in District 2. The 2024-2025 District 2 Road Materials line item was overbudget due to the cost of the repair. Commissioner Erickson offered a motion to cover the \$2,456 shortfall using funds from the 2024-

2025 District 5 Road Materials budget. Commissioner Johnson offered a second and the motion passed unanimously.

Jane Dellwo, Board Administrative Assistant, presented Emerald Coast Regional Council's 2025-2026 Small Quantity Generator annual contract renewal. Nate Nolin, County Attorney, reviewed the terms of the agreement and recommended approval. Commissioner Johnson offered a motion for the Chairman to sign the renewal with Commissioner Wilmer Stafford offering a second. The motion passed unanimously.

(Agreement)

Brad Castro and Kasey McConnell, Eastern Diesel & Auto Wrecker Service, was present to discuss increasing the approved towing rates for Holmes County. Discussion included the towing rates for surrounding counties. Proposed Resolution 25-28 was presented to adopt the increased towing rates. Commissioner Wilmer Stafford offered a motion to adopt Resolution 25-28 with Commissioner Johnson offering a second. Commissioners Wilmer Stafford, Johnson and Chairman Stafford voted yes with Commissioner Erickson voting no. The motion passed

(Resolution 25-28)

David Corbin, Project Director, advised that he closed the County offices on Friday, October 3rd for the rodeo parade. He requested that the Board give the employees administrative leave for that time. Commissioner Wilmer Stafford offered a motion approving administrative leave for the afternoon of October 3rd. Commissioner Johnson offered a second and the motion passed unanimously.

John Feeney, Contracted Planner, presented a proposed Affidavit of Acknowledgement for Exemption of Second Residential Structure for John and Julia Somerset, the property owners, and Andrew and Judith Flora, the affiants, to execute. Mr. Feeney stated that the affidavit acknowledges that the Board is granting the exemption for a second residential structure to be placed on Parcel ID Number 0902.00-000-000-013.000 for an immediate family member. He advised the updated Land Development Regulations (LDR) will make provisions for immediate family members. Mr. Feeney recommended approval of the exemption. Commissioner Johnson offered a motion approving the exemption with Commissioner Wilmer Stafford offering a second. The motion passed unanimously.

(Proposed Affidavit)

John Feeney, Contracted Planner, advised that, upon written confirmation from County Attorney Nate Nolin to proceed with the Dogwood Lakes Dam #2 repair, he will present the Notice to Award to the contractor.

Jon Sims, Dewberry Engineering, stated that he will notify the Board when approval of the Florida Boating Improvement Grant is received.

Jon Sims, Dewberry Engineering, stated that the pre-construction meeting on the Bonifay Gritney Road paving project is scheduled for October 16th.

Rod Adams, Melvin Engineering, presented a proposed Extension of Contract for Professional Consulting Services to extend Melvin Engineering's contract one year. Commissioner Wilmer Stafford offered a motion for the Chairman to sign the extension with Commissioner Johnson offering a second. The motion passed unanimously.

(Extension)

Rod Adams, Melvin Engineering, advised that the Pilot Travel Center property line dispute has been resolved and construction is progressing.

Rod Adams, Melvin Engineering, stated that the County Road 181 road improvement project should be completed within two months. Mr. Adams discussed a drainage issue on the road.

Rod Adams, Melvin Engineering, requested direction on the fencing dispute on the Bonifay Chipley Road paving project. He advised that the Florida Department of Transportation (DOT) considers this portion of the SCOP paving project completed and that the fencing issue is solely a county matter. No action was taken by the Board.

Rod Adams, Melvin Engineering, requested approval to advertise the construction bids for the Busy Bee infrastructure project. Mr. Adams presented a layout and construction estimate for the project. Commissioner Wilmer Stafford offered a motion to advertise for construction bids on the project. Commissioner Johnson offered a second and the motion passed unanimously.

Nate Nolin, County Attorney, advised that he discovered a discrepancy on the County's Bear Hewett Landing property deed. He requested direction about bidding out the property "as is" or requesting a title search to resolve the issue. Commissioner Erickson offered a motion to bid out the property "as is". Commissioner Johnson offered a second and the motion passed unanimously.

Commissioner Wilmer Stafford discussed entering into an agreement with the town of Ponce de Leon to sell the Lake Cassidy decals. He advised that Ponce de Leon is willing to sell the decals for a fee of \$1 per each in-state decal and \$3 for each out-of-state decal. County Attorney Nate Nolin will prepare the agreement. Commissioner Wilmer Stafford offered a motion to enter into an agreement with Ponce de Leon to sell the Lake Cassidy decals for the requested fee. Commissioner Johnson offered a second and the motion passed unanimously.

Chairman Stafford advised that the funding for Road Department temporary positions was removed from the 2025-2026 budget. The Chairman requested that a District 5 temporary grader position be funded until December or until the full-time position is filled. Commissioner Johnson offered a motion to use funds from the Transportation Trust Salaries line item to fund the temporary position. Commissioner Wilmer Stafford offered a second and the motion passed unanimous.

David Corbin, Project Director, discussed the efforts made to fill the vacant Road Department positions. Discussion included the transfer requests currently submitted by Road Department employees and the issues with the transfers possibly leaving districts short-handed. Commissioner Erickson offered a motion to stop all transfers until the Road Department is fully staffed. County Attorney Nate Nolin advised that the issue is covered in the Board's policy. Commissioner Erickson withdrew his motion.

There being no further business at this time the meeting was adjourned at 6:42 p.m.

Clerk 

Chairman 