

May 19, 2026
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 Wade Ellenburg, Commissioner Mitch Johnson, Commissioner Wilmer Stafford, Commissioner Clint Erickson, 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. Project Director David Corbin led the prayer and pledge.

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

- County Coordinator Item) Public Works Week Resolution

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

Commissioner Johnson offered a motion to adopt the minutes from the May 5, 2026 Regular Session and the May 11, 2026 Special Session. Commissioner Ellenburg offered a second and the motion passed unanimously.

Richard Willsey, a private citizen, discussed the need for fire and safety inspections within Holmes County businesses. He questioned whether the basic safety measures required by statute are being met.

Barry Lee, Holmes County Emergency Management Director, presented Resolution 26-09 that would adopt the 2026 Holmes County Local Mitigation Strategy Plan. He stated that the five-year plan is a requirement for all state and federally funded projects. The 2026 plan has been approved by the State. Commissioner Wilmer Stafford offered a motion to adopt Resolution 26-09 with Commissioner Ellenburg offering a second. The motion passed unanimously.

(Resolution 26-09)

Keith Bennett, Holmes County Building Inspector, presented a proposed proclamation that declares May 2026 as *Building Safety Month*. He discussed the importance of promoting building safety awareness. County Attorney Nate Nolin read the proclamation on to the record. Commissioner Johnson offered a motion to adopt the proclamation. Commissioner Wilmer Stafford offered a second and the motion passed unanimously.

(Proclamation)

Jane Dellwo, Board Administrative Assistant, presented a \$52,643.25 task order for Melvin Engineering to provide inspection services on the Old Mill Road DOT improvement project. She advised that the deadline for the construction bids is June 18th. Commissioner Wilmer Stafford offered a motion to approve the task order with Commissioner Ellenburg offering a second. The motion passed unanimously.

(Task Order)

David Corbin, Project Director, presented a recommendation from CDBG Director Robin Phillips to award a CDBG Housing Grant contract to U.S. Mobile Homes for replacement of a home located at 2223 Hathaway Mill Road. Mr. Corbin advised that the \$194,386 bid was the only response received for the project. Commissioner Wilmer Stafford offered a motion to award the contract to U.S. Mobile Homes. Commissioner Ellenburg offered a second and the motion passed unanimously.

(Recommendation)

David Corbin, Project Director, requested reimbursement to the District 1 Road Materials budget for the work done on Highway 10A to repair the road base near a new pit business. He advised that the \$6,013.21 in expenses can be reimbursed from the Transportation Trust insurance line-item. Commissioner Ellenburg offered a motion approving the request with Commissioner Johnson offering a second. The motion passed unanimously.

John Tate, Holmes County Sheriff, presented a proposal to assume oversight and direction of the Holmes County volunteer fire departments. Discussion of the proposal contained the following:

- Short-term and long-term goals for the departments
- Intention to seek grant funding
- Request that the Board let the Sheriff's office manage the remaining 2025-2026 funds allocated for fire services
- Sheriff will submit a 2026-2027 budget request for the fire departments
- Request that the Board retain the liability and auto insurance for the departments for the remainder of this fiscal year, and the Sheriff will assume coverage next year
- Request that the Board continue to pay for Workers' Compensation coverage for the firefighters
- Sheriff has hired Jeff McVay, a retired Walton County firefighter, to lead the departments

Commissioner Ellenburg offered a motion to accept the Sheriff's proposal effective June 1st. Commissioner Wilmer Stafford offered a second and the motion passed unanimously.

(Proposal)

David Corbin, Project Director, presented proposed Resolution 26-10 designating the week of May 18th through the 22nd as *Holmes County Public Works Week*. Mr. Corbin advised that the Road Department would be given administrative leave after lunch on Thursday. County Attorney Nate Nolin read the resolution on to the record. Commissioner Wilmer Stafford offered a motion to adopt the resolution with Commissioner Ellenburg offering a second. The motion passed unanimously.

(Resolution 26-10)

Tim Parson, Liberty Partners, requested approval of the Holmes County Jail Expansion Request for Qualifications (RFQ) for design and engineering services. The RFQ will be advertised for bids to be submitted by June 19th, and the Board will award the contract at the first meeting in July. The decision to fund the

construction portion of this project is still pending in the State legislature. Nate Nolin, County Attorney, reviewed and recommended approval of the RFQ. Commissioner Wilmer Stafford offered a motion to advertise the RFQ with Commissioner Ellenburg offering a second. The motion passed unanimously.

(RFQ)

David Corbin, Project Director, stated that the construction contract for the Ag Center portion of the Government Efficiency Center has been sent to the law firm of Nabor, Giblin & Nickerson to review. The final walk through of the Ag Center is scheduled for May 20th. The results of the final walk through and the attorney's recommendation will be presented at the next Board meeting. Mr. Corbin advised that the final payment to the contractor will be held until receipt of the attorney's recommendation.

Tim Parson, Liberty Partners, discussed the property tax reform promoted by Governor DeSantis eliminating property taxes on homestead property. Governor DeSantis has stated that fiscally constrained counties will be funded to compensate for the revenue reduction.

Jake Mathis, Melvin Engineering, presented proposed Change Order No. 2 for the Bonifay Gritney Road Phase 2 paving project. He stated that the change order adds \$73,720.50 to the contract price for stabilizing the sub-base. Mr. Mathis stated that DOT has indicated approval of the change order. Commissioner Wilmer Stafford offered a motion for the Chairman to sign the change order with Commissioner Ellenburg offering a second. The motion passed unanimously. Mr. Mathis advised that DOT has refused to participate in funding the new driveways or pipes on the Bonifay Gritney Road, but he has scheduled another meeting to readdress the issue with DOT.

(Change Order No. 2)

John Feeney, Alday-Howell Engineering, advised that the Northwest Florida Water Management District has issued letters stating that the County has 14 days to procure an engineer to conduct inspections on the Dogwood Lakes dams. He stated that DEP no longer conducts the inspections and that Alday-Howell will perform the service for \$3,000 per dam annually. The County does the maintenance on the dams. Discussion included that matching funds for the EDA grant to renovate the overflow pipes may need to be added to the 2026-2027 budget. Commissioner Ellenburg offered a motion to pay Alday-Howell Engineering \$6,000 this fiscal year to conduct the inspections using Board Contingencies. Commissioner Johnson offered a second and the motion passed unanimously.

(Letters)

Nate Nolin, County Attorney, advised that a workshop will be scheduled to discuss installing a Safe Haven Baby Box in the new EMS building.

Nate Nolin, County Attorney, advised that the public hearings on the road abandonment request filed by Larry Williamson on Happy Hollow Road are scheduled for June 2nd and June 16th.

(Plat Map)

Commissioner Erickson discussed conducting a pay study of the County's positions in comparison to similar counties. Discussion included offering performance and safety incentives. The Board agreed by consensus for Project Director David Corbin and Board Administrative Assistance Jane Dellwo to compile the information to create a pay scale and incentives proposal for consideration on the 2026-2027 budget.

Commissioner Erickson discussed submitting a request to the State to move the Development Commission Executive Director position under the Board with pay and benefits. Discussion included having the Project Director attend the Development Commission meetings, the need for both boards to communicate and scheduling a workshop between both entities. The following Development Board members discussed this issue:

- Richard Willsey
- Garrett Valcourt
- Judy Powell

Commissioner Erickson offered a motion for Project Director David Corbin to attend all Development Commission meetings and for the Development Commission to become a regular item on the Board's agenda to present updates. Commissioner Wilmer Stafford offered a second and the motion passed unanimously.

Commissioner Wilmer Stafford discussed receiving a request to place a porta potty at the Cork Harris Landing. Discussion included that the landing currently has grant funding to design improvements and that a porta potty must be ADA compliant. Jon Sims, Dewberry Engineers, advised that the design could be done around the porta potty. The Board tabled this matter until the next meeting.

Judy Powell, Development Commission Board Member, requested an update on the Busy Bee project. Discussion of this matter included the following:

- Grants are currently funding the infrastructure improvements for the Busy Bee
- No written guarantee that a Busy Bee will be built on the site
- Owners of Busy Bee have failed to attend Development Commission meetings
- Conducting a workshop with the Development Commission to discuss the project

The Board agreed by consensus to allow Development Commission Board Member Garret Valcourt time to discuss the matter with the Development Commission and propose a workshop.

There being no further business at this time, the meeting was adjourned at 10:25 a.m.


Clerk


Chairman