

September 15, 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 and Commissioner Clint Erickson, Vice-Chairman of the Board. Chairman Earl Stafford was present by telephone.

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

Angie Purvee, Finance Director, was present and kept the minutes.

Vice-Chairman Erickson called the meeting to order at 9:00 a.m. Commissioner Johnson 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) Fire Department Repair Funds – added
- County Attorney Item) Square R BBQ Truck – added
- Commissioner Item) Ditch Dirt Policy Cost – added
- Commissioner Item) Sale of Two 2026 Kenworth Dump Trucks – deleted
- Commissioner Item) KS Bank Refinance Proposal – deleted

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

Commissioner Wilmer Stafford offered a motion to adopt the minutes from the following meetings:

- September 1, 2026 Special Session
- September 1, 2026 Regular Session
- September 4, 2026 Special Session
- September 8, 2026 Tentative Budget Hearing

Commissioner Johnson offered a second and the motion passed unanimously.

Clint Bruner, Florida Forest Service Senior Ranger, presented the 2025-2026 annual Florida Forest Service report. He discussed the number of fires worked and the current fire threat in the County.

(Report)

Traci Corbin, Health Department Director, presented the 2026-2027 Health Department Contract and Fee Schedule for approval. She advised that the only changes to the fee schedule are an increase to bacterial water sampling and the addition of live scan fingerprinting. Commissioner Wilmer Stafford offered a motion for the Chairman to sign the contract and fee schedule with Commissioner Ellenburg offering a second. The motion passed unanimously.

(Contract & Fee Schedule)

Jane Dellwo, Board Administrative Assistant, stated that the County was awarded a \$75,000 Community Planning and Technical Assistance (CPTA) grant that will establish a county-wide Geographic Information System (GIS) map. She requested awarding the task order for planning and consulting services to Alday-Howell Engineering. Commissioner Wilmer Stafford offered a motion to grant the request with Commissioner Ellenburg offering a second. The motion passed unanimously.

(Task Order)

Jane Dellwo, Board Administrative Assistant, presented the Public Risk Management (PRM) renewal options for the County's property and liability insurance. She stated that a one-year renewal contains a 1.21% premium increase and the two-year renewal option contains a 0.80% premium reduction. Ms. Dellwo also discussed applying for the free sexual harassment insurance available to the County through PRM. David Corbin, Project Director, recommended approval of the two-year renewal option. Commissioner Wilmer Stafford offered a motion approving the recommendation with Commissioner Ellenburg offering a second. The motion passed unanimously.

(Renewal)

Becky Marsh, Holmes County Library Director, presented the 2026-2027 State Aid to Libraries Grant Agreement and Certifications for approval. Commissioner Johnson offered a motion for the Chairman to sign the agreement and the certifications. Commissioner Ellenburg offered a second and the motion passed unanimously.

(Agreement and Certifications)

Angie Purvee, Finance Director, discussed the fire department repairs that were approved for Gritney and Pine Log Fire Departments using the Bear Hewett Landing sale proceeds. She requested that the Board rescind the motion and use Board Contingencies for the repairs. Ms. Purvee stated that there was enough remaining in Board Contingencies to cover the \$18,000 expenditure and that it would save the Board the expense of advertising a supplemental budget hearing. Commissioner Johnson offered a motion to use Board Contingencies for the previously approved fire department repairs. Commissioner Ellenburg offered a second and the motion passed unanimously.

David Corbin, Project Director, requested permission to sign the Department of Revenue certifying the Holmes County Tax Collector's budget. He also presented a letter from Holmes County Tax Collector Harry Bell requesting immediate funds for the new computer software approved in the Board's 2026-2027 budget. In the letter, Mr. Bell stated that to avoid a price increase, a down payment in the amount of \$47,312.50 was due immediately. Commissioner Wilmer Stafford offered a motion approving the request to sign the DOR letter and to issue the payment to Mr. Bell using Capital Outlay Funds. Commissioner Ellenburg offered a second and the motion passed unanimously.

(DOR Letter)
(Tax Collector Request Letter)

David Corbin, Project Director, stated that the County has completed the final ride through on the Bonifay Gritney Road paving project.

John Feeney, Contracted Planner, advised that Powell Productions submitted an Outdoor Event Application for the Bonifay Rodeo Dance. Mr. Feeney advised that the Board would need to approve a variance since the time of the outdoor event goes beyond midnight. He advised that all other requirements have been satisfied and that a permit could be issued upon approval of the variance to allow the event to go up to 4:00 a.m. Commissioner Wilmer Stafford offered a motion approving the variance to the outdoor event permit with Commissioner Ellenburg offering a second. The motion passed unanimously.

Jon Sims, Dewberry Engineers, advised that the Florida Department of Transportation (DOT) is working to resolve the striping issue on the County Road 185 improvement project. He stated that rumble striping will be installed on the edge of the road and the project should be closed out next month.

Tim Parson, Liberty Partners, stated that negotiations are progressing with the top-ranked design firm on the Holmes County Jail Expansion project. He advised that the \$2.25 million project may need additional funding. Mr. Parson discussed the Florida Attorney General's tour of the Government Efficiency Center and the Amendment 3 Property Tax Reform referendum that is polling around a 59% voter approval.

Jake Mathis, Melvin Engineering, advised that the Bonifay Gritney Road paving project is completed and that DOT has signed off on the project. The close-out paperwork will be presented to the Board next month.

Nate Nolin, County Attorney, presented a request to place the Square R BBQ food truck in the parking lot of the Veterans Service office on rodeo weekend. He stated that the vendor has liability insurance and is willing to pay a fee. Discussion included setting a precedent for other County properties and the need for a policy. John Feeney, Contracted Planner, stated that two policies need to be addressed with this request – a lease policy and a food truck policy. Mr. Feeney also stated that the VA office is owned by the County but is within the City limits and the City has no regulations. The Board directed Attorney Nolin to draft the needed policies. Commissioner Wilmer Stafford offered a motion to deny the request until a policy can be established. Commissioner Ellenburg offered a second and the motion passed unanimously.

Nate Nolin, County Attorney, stated that engineering service proposals have been received in response to RFQ 26-08 and are ready to be scored by the Board. The Board has set the following meeting schedule:

- September 28th @ 5:01p.m. – Final Budget Meeting
- September 28th @ 5:15 p.m. – Public Hearing for ELMS Nickel Ordinance
- October 6th @ 4:00 p.m. – Review and score engineering services bids
- October 6th @ 5:00 p.m. – Land Development Regulations (LDR) review
- October 6th @ 6:00 p.m. – Regular Session

Commissioner Ellenburg discussed the cost to the County to maintain the free ditch dirt policy. Discussion included the increasing cost of diesel and the citizens' complaints of trash in the dirt. Commissioner Ellenburg offered a motion to abolish the spoil dirt policy effective immediately. Commissioner Wilmer Stafford offered a second and the motion passed unanimously.

There being no further business at this time, the meeting was adjourned at 9:36 a.m.


Clerk


Chairman