

**WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS  
December 11, 2014 Regular Meeting - Commission Board Room  
1331 South Blvd., Chipley, FL 32428**

DISTRICT 1	DISTRICT 2	DISTRICT 3	DISTRICT 4	DISTRICT 5
Alan Bush Chairman	Charles Kent	Charles Brock	Todd Abbott	Lynn Gothard Vice-Chair

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I. PROCLAMATION – Deputy Nicholas

Present at the meeting were Chairman Bush, Commissioners Brock, Kent, Abbott, and Gothard. Also attending the meeting were County Attorney Goodman, Clerk Bell, County Coordinator Corbin, and Deputy Clerk Brantley.

A. Call to Order – Chairman Bush

B. Invocation/Pledge – County Coordinator Corbin/Chairman Bush

II. PUBLIC HEARING

A. Future Land Use Maps and Land Development Code Amendments – Michael DeRuntz, Senior Planner addressed the Board in reference to a recent review of the comprehensive plan in the land development code. There have been a series of public hearings held in the communities. The Planning Commission has made a recommendation, which include several changes based upon recommendations from the public. Mr. DeRuntz asked for questions/comments.

1. Jennifer Bradshaw, Celebrity Circle, expressed concern about the proposed zone change would prevent her from building on the property she owns on Celebrity Circle in the future.

Mr. DeRuntz, Senior Planner went over the area that includes

Celebrity Circle and advised the area would still be buildable as it would still be agriculture/silviculture.

Jennifer Bradshaw advised she was okay, as long as it does not include her entire piece of property.

Mr. DeRuntz advised it does not.

2. Bernard Galanger, 4866 Holmes Valley Road addressed the Board in reference to the RV Park located on the above address. He expressed concern about being able to build a home on the property in the future and asked if the property would still be zoned commercial.

Mr. DeRuntz advised the Planning Commission elected to remove those properties on that site. The land would remain agriculture/silviculture.

There were no more comments from the public.

Chairman Bush closed the public hearing pertaining to the future land use map changes, which will be voted on further in the meeting.

- B. Road Name Change Ordinance – Michael DeRuntz, Senior Planner addressed the Board in reference to an ordinance that will provide an amendment to existing ordinances related to road naming in Washington County. The previous ordinances were 89-5 and 97-8.

The ordinance will provide a procedure for road name changes.

There were no comments from the public.

Chairman Bush closed the public hearing.

- III. ADOPT THE AGENDA – **Commissioner Gothard offered a motion, seconded by Commissioner Kent and carried to adopt the agenda. The motion carried unanimously.**
- IV. ADOPT PREVIOUS MINUTES – There were no minutes available.
- V. NON AGENDA AUDIENCE – Effective October 1, 2013, Florida Statute 286.0114 mandates that “members of the public shall be given a reasonable opportunity to be heard on a proposition before a Board or Commission.” Each individual shall have three (3) minutes to speak on the proposition before the board.
- VI. CONSENT AGENDA
  - A. Request approval for the Clerk of Court to pay vouchers for November 2014 totaling \$1,197,545.54.  
**Commissioner Brock offered a motion, seconded by Commissioner Kent and carried unanimously to approve the consent agenda.**
  - Courthouse Annex Addition – Billy Brock and David E. Corbin, County Coordinator – Judge Patterson addressed the Board in reference to temporary space to hold all types of cases to come before Washington County circuit court. Recently a case had to be relocated to Holmes County because Washington County does not have a facility that can adequately provide for jury placement, safety, or security.  
Unless something is done at the annex courthouse facility there will be more cases that have to be relocated. There needs to be a place that allows at least 12 – 14 jurors to meet adequately as well as holding cells.

He asked the Board to consider the proposal from Billy Brock and County Coordinator Corbin. The money used will come from court facility funds and The Department of Corrections labor would be used.

Billy Brock advised the Board he would pull all permits.

Commissioner Gothard expressed concern about who would manage the project.

Billy Brock advised he would manage the plan.

Commissioner Abbott advised Billy Brock that he would like the Board to be kept abreast of all that is going on.

Billy Brock advised the estimated budget is \$60,000.00, which is an over estimate.

Commissioner Gothard expressed concern about drainage issues.

Billy Brock advised there has been a drainage TOPO map done.

Commissioner Gothard advised she would like all permits pulled in advance.

Billy Brock advised the Board the estimated timeframe is 3 – 6 months, but it does depend on Department of Corrections work squad.

County Engineer Knauer advised he has put together a drainage plan and he would apply for a Water Management exemption.

**Commissioner Abbott offered a motion, seconded by Commissioner Gothard and carried unanimously to approve the courthouse annex addition.**

Non-Agenda Audience – Hayward Brock expressed concern about houseboats in the creeks and rivers and advised that it is the county’s responsibility to regulate houseboats.

There was discussion by Chairman Bush.

Commissioner Gothard suggested moving the subject to the January workshop.

County Attorney Goodman advised there is not much the Board can do. He suggested a proclamation or letter requesting review or enforcement.

Commissioner Abbott requested County Attorney Goodman prepare a proclamation for the Boards review.

County Attorney Goodman advised he would try to schedule Mr. Drake to come before the Board at the next workshop.

- Economic Development Resolution – Ted Everett asked the Board to approve a resolution that allows the county to keep the designation of the rural area of critical economic concern.

**Commissioner Gothard offered a motion, seconded by Commissioner Kent to accept the resolution for a rural county of economic concern.**

- Fire Coordinator Recommendation – *Moved below next section* -

David Corbin, County Coordinator advised the Board Mr. Pat Thomas, Florida League of Cities would like to address the Board.

Mr. Pat Thomas, Pat Thomas and Associates presented the Board a check for \$20,330.00 because the property portion of the Boards insurance has been profitable.

- Fire Coordinator Recommendation – David Corbin, County Coordinator advised the Board there were 17 applicants and the committee interviewed 13 candidates. The committee consisted of Tuffy Dixon, Ryan Crawford, Floyd Aycock, Marla Hayes, and himself with County Attorney Goodman being an advisor.

The committee is not prepared to recommend a candidate for the position. He requested the Boards guidance.

**Commissioner Brock advised he is prepared to offer a motion to bring the subject back before the Board at the meeting next week with the committee presenting one name.**

The Board held discussion in reference to the Fire Coordinator.

County Attorney Goodman addressed the Board.

**Commissioner Gothard seconded Commissioner Brock's motion. She suggested meeting with the committee to see if they can agree upon a name. The meeting can be changed to a special meeting. If there is someone that the entire committee feels good about bring a**

**name but if not at that time advise the position needs to be advertised again.**

Chairman Bush clarified the motion. The motion carried.

- Washington Courthouse Architectural Floor Plans – Jim Roberson, President of JRA Architects – Mr. Roberson provided the Board a monthly report as well as going over the report with the Board.

Commissioner Abbott expressed concern about the remaining items in the courthouse being removed.

Clerk Bell advised the committee would be meeting soon to discuss finalizing everything.

Mr. Roberson continued to update the Board on the status report. He requested the Board approve the floor plans for the Washington County Courthouse.

**Commissioner Abbott offered a motion, seconded by Commissioner Gothard to approve the Washington County Courthouse architectural floor plans.**

**Commissioner Abbott amended his motion to include the elevation.**

Chairman Bush clarified the motion. The motion carried unanimously.

- Website Proposal – Jackie Snowden and Billy Brock – Jackie Snowden addressed the Board in reference to previously being tasked to bring back a website proposal. They recommended Betsy Willett, who will

redesign the website, as well as provide training sessions for \$1,700.00.

Commissioner Gothard asked Billy Brock if he felt confident with the recommendation.

Mr. Brock advised yes.

**Commissioner Gothard offered a motion, seconded by Commissioner Kent and carried to accept the quote from Betsy Willett to provide the Board website design and assistance with hosting.**

Billy Brock clarified with the Board it is not a contract. It is a \$1,500.00 fee for the design of the website and \$200.00 for training of the employees that will administer the website. She proposed an hourly fee of \$25.00 if she is required to make any changes.

Chairman Bush referenced the motion on the table.

The motion carried unanimously.

- Road Name Change Request – Michael DeRuntz, Senior Planner advised the Board of a request from Sandra Young, 4053 B & C Dorch Circle, to change her road name.

Mr. DeRuntz recommended approval of the name change.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and unanimously carried to approve the road name change request by Sandra Young.**

- Cost of Living – County Coordinator Corbin addressed the Board in reference to a one-time cost of living that he was requested to provide to

the Board by a previous motion.

Mr. Corbin advised the other Constitutional Officers are able to participate with the exception of Clerk Bell. With the Board employees and the 14 employees at the Clerk's Office Clerk Bell has requested help with the total is 93 employees. Funding can be taken from excess fees collected from 2013-2014 budget year that was put in cash carried forward. He asked the Board to make a one-time cost of living pay for 93 employees for \$500.00, which totals \$50,352.06.

County Coordinator Corbin went over employees and advised that he included temporary employees. There was not a certain criteria to follow.

Marla Hayes advised the Board it would not be correct to define criteria after the fact regarding performance.

**Commissioner Brock offered a motion, seconded by Commissioner Kent and unanimously carried to provide employees a one-time cost of living for \$500.00.**

- Future Land Use Maps and Land Development Code Amendments – Michael J. DeRuntz, Senior Planner advised the Board it is his recommendation to proceed with the amendments.

The Board expressed their concerns about certain land use changes.

Chairman Bush exited the remainder of the meeting at 10:48 a.m.

**Commissioner Brock offered a motion, seconded by Commissioner Kent and carried to table the future land use maps and land**

**development code amendments to the next board meeting. The motion carried unanimously.**

Vice-Chair Gothard called a recess.

Vice-Chair Gothard called the meeting back to order.

- Porter Pond Subdivision Record Plat – Michael DeRuntz, Senior Planner advised the Board of a request for a subdivision. Mr. DeRuntz went over the area. He advised the Planning Commission recommends approval with two conditions.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to accept the Porter Pond Plat request with the two conditions listed. The motion carried unanimously.**

- Planning Commission Reappointment – Michael DeRuntz, Senior Planner advised the Board a letter was provided from the Board of Education providing approval for Mike Park to serve as a member of the Washington County Planning Commission.

**Commissioner Abbott offered a motion, seconded by Commissioner Brock and unanimously carried to reappoint Mike Park to serve as a member of the Washington County Planning Commission.**

- Hazardous Material Awareness Resolution – Lynne Abel, Public Service Director advised the Board she was contacted by the LEPC to present the resolution to proclaim February 15 – 21 as Hazardous Materials Awareness Week. She asked the Board consider approval.

**Commissioner Abbott offered a motion, seconded by Commissioner Brock and carried to proclaim February 15 – 21 as Hazardous Materials Awareness Week. The motion carried unanimously.**

Deputy Clerk Brantley advised Vice-Chair Gothard the road change ordinance had not been covered.

- RFP – Lynne Abel advised the Board they put out an RFP for a full-scale exercise the Emergency Management office would like to host in 2015. There was only one proposal that was received before the deadline. She recommended the proposal of DSI to conduct the Hazardous Material Exercise.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve DSI’s proposal to host the emergency exercise.**

VII. PUBLIC WORKS SUPERVISORS – Johnny Evans advised the Board that they had been notified by GAC they would pull their trucks until after January 1.

Motrim – They looked at getting booms to go on the mowers but with the age of the tractors, it would not be cost efficient. The booms are made to fit certain tractors.

Dallas Carter advised in addition to mount the equipment smaller wheels and tires would have to be put on the motrim.

Commissioner Abbott requested to look at all options.

Johnny advised the Board they would not receive the dump trucks until

February. 2 graders should be received the end of December and the other the beginning of the year.

Johnny advised the Board they need to know which way to go on the paving on Falling Waters or if it is on the same bid.

Vice-Chair Gothard clarified that he is talking about the FEMA section.

County Engineer Knauer advised the asphalt on Falling Waters Road could be added into the bid that is in place. The unit price is \$2.00 per ton. For asphalt on Falling Waters Road, it would be worth rebidding.

Vice-Chair Gothard clarified with Johnny Public Works is currently doing the earthwork on a section of Falling Waters Road.

County Engineer Knauer advised the PW is written up based on the number of square yards. They will pay the actual cost. The county will not save money by bidding it out, but would save FEMA money.

Commissioner Abbott suggested to completion of the project.

County Engineer Knauer advised that it would be a significant change order to the contract.

Vice-Chair Gothard asked for an estimate of how much would be added to the \$92,000.00 PW?

Commissioner Brock advised it is a reimbursement.

Johnny Evans advised they have trucks down the employees will work on

maintenance.

County Engineer Knauer advised the additional cost to the PW would be \$50,306.00.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to use Baxter's existing contract to pave Falling Waters FEMA project. The motion carried unanimously.**

VIII. COUNTY ENGINEER – County Engineer Knauer addressed the Board on the following:

- Rock Bids – Jackie has been provided the advertisement and spec. The mandatory pre bid will be January 1. County Engineer Knauer changed the date to January 12.
- Campbell Park – The Board was provided with a site plan as well as the status.
- Roche Road – The plans are at 75%, utility reconstruction plans are almost complete, and there will be one more community meeting.
- Lucas Lake Road – The preliminary alignment is complete, the vertical and horizontal alignments are complete, and a community meeting is projected the beginning of the year.
- Wilderness Road – The survey is complete and the plans are at 50% for widening and resurfacing.
- FBIP – FBIP comes out in February and per previous Board direction, Gin Pond will be submitted.
- Live Oak Landing and Hightower – The wall construction is complete at Live Oak Landing. The plans are to complete Hightower after December.
- Spurling – The permits have not been received.

IX. COUNTY COORDINATOR

- FDOT Right of Way – County Coordinator Corbin advised the Board of an offer received from DOT for right-of-way for \$14,300.00.

Vice-Chair Gothard advised to negotiate the price.

Commissioner Abbott advised if it were a fair market price, he would make a motion to approve.

County Attorney Goodman advised the FDOT Right-of-Way would be included on the agenda next week.

- PPLCS Board Replacement – County Coordinator Corbin advised Donna Pate resigned after her 2 year term and he recommends the Board appoint Mr. Calvin Stevenson.

**Commissioner Abbott offered a motion, seconded by Commissioner Brock and carried to appoint Calvin Stevenson to the PPLCS Board replacing Donna Pate.**

- Communications – County Coordinator Corbin advised the Board he does not see any active contracts on communications. He suggested putting out an RFQ.

X. CLERK – Clerk Bell thanked the Board for assistance with a one-time cost of living benefit for employees.

XI. DEPUTY CLERK – None

XII. COUNTY ATTORNEY – Attorney Goodman

- Grant-In-Aid-Agreement – Attorney Goodman advised the Board they previously approved a grant-in-aid-agreement. OSCA has requested

additional items be sent to them.

County Attorney Goodman recommended approval of amendment 1.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and unanimously carried to enter in the Grant-In-Aid-Agreement for Courthouse Facilities, amendment 1.**

- Interagency Agreement – County Attorney Goodman advised the agreement is between the fourteenth judicial circuit and Washington County.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and unanimously carried to approve the interagency agreement.**

- Alcohol Ordinance – An update will be provided to the Board at the next week.
- Annual Audit Risk Management – The annual audit was received in reference to how Risk Management and Human Resource, which referenced a multitude of corrective actions, were done over the past year.

#### AGENDA ITEM

- Road Name Change Procedure Ordinance – Vice-Chair Gothard addressed the Board the ordinance amends ordinance 97-8 establishing a uniform property numbering system in Washington County.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve the Road Name Change Procedure Ordinance.**

There was discussion in reference to the road name procedure by Commissioner Brock, Gothard, and County Attorney Goodman.

**The motion carried with Commissioner Brock voting no.**

XIII. ADJOURN – **Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to adjourn.**

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Deputy Clerk Brantley

Date Board Approved